



Meeting Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Approve Order of Agenda
- D. Approval of Minutes – March 7, 2022 (Pages 3-4)
- E. Building Permits (Pages 5-6)

Consent Agenda - Approve the Following:

- a. Bills (Pages 7-13)
- b. Gaming Site Authorization for Mule Deer Foundation. Games to be conducted: Raffles on 4/21/2022 at Speedway Event Center at 680 Main Ave (Pages 14-15)
- c. Resolution to Authorize the President of the Commission and City Administrator to cast a vote in Sheyenne 32 East (the "Lights") Condo Association (Page 16)

Regular Agenda

- 1. Awarding Contracts to Certified Bidders for the Fire Station Project - Dan Fuller, Fire Chief (Pages 17-52)
- 2. Sanitation Utility Rate and Operations Study - Matt Andvik, Public Works Director (Pages 53-54)
 - Award the contract to Burns McDonnell and Burian Associates LLC
- 3. Main Avenue Tree Planting - Matt Andvik, Public Works Director (Pages 55-62)
- 4. District No. 1337 – Wilds 21st Addition - Dustin Scott, City Engineer (Pages 63-73)
 - Approve Amended Engineer's Report, Approve Task Order 50-1, and Authorize Engineer to prepare Plans and Specs
- 5. District No. 1339 – Stockyard's 1st Addition - Dustin Scott, City Engineer (Pages 74-86)
 - Approve Amended Engineer's Report, Approve Task Order 49-2, and Authorize Engineer to prepare Plans and Specs
- 6. Veterans Blvd and 37th Avenue E Signal Light - Dustin Scott, City Engineer (Pages 87-103)
 - Create Improvement District No. 2264, Approve Engineer's Report, Approve Plans and Specs; and Authorize Bid Advertisement
- 7. Capital Improvement Plan (CIP) (Pages 104-117)
 - Adopt the proposed 5-year Capital Improvement Plan (CIP)
- 8. Update to Relocate Clerk of Court Offices to the West Fargo Room (Pages 117-120)
- 9. City Administrator's Report - Tina Fisk, City Administrator
- 10. Correspondence
- 11. Non-Agenda Items

12. Adjourn

Please turn OFF your phones before entering the Commission Chambers.

If you are wanting to speak on an item that is not on the current agenda, please submit your request online to speak at a future meeting. <https://www.westfargond.gov/365/City-Commission>



**West Fargo City Commission Meeting
Monday, March 7, 2022
Commission Chambers 5:30 PM**

The West Fargo City Commission met on Monday, March 7, 2022, at 5:30 pm. Those present were Commissioners Bernie Dardis, Eric Gjerdevig Mark Simmons, Brad Olson and Mandy George. President of the Board Bernie Dardis called the meeting to order at 5:30 PM.

The Pledge of Allegiance was recited.

Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the order of the agenda as distributed. No opposition. Motion carried.

Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the minutes of February 22, 2022. No opposition. Motion carried.

Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the Building Permit Reports as distributed. No opposition. Motion carried.

Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the following items from the Consent Agenda:

- a. Bills (Pages 8-16)
- b. Financial Dashboard as of December 31, 2021 (Pages 17-19)
- c. One Year Contract Renewal with Airborne Vector Control for Aerial Mosquito Spraying (Pages 20-27)
- d. Games of Chance for Pink It Forward. Games to be conducted: Bingo on 3/22/2022 at DoubleTree by Hilton West Fargo at 825 E Beaton Dr (Pages 28-29)
- e. Amendment to Gaming Site Authorization for Prairie Public Broadcasting to include Blackjack at 3 Lyons LLC at 675 13th Ave E (Pages 30-32)
- f. Games of Chance for Tail Gunner. Games to be conducted: Raffle from 3/19/2022 to 8/6/2022 at VFW at 444 Sheyenne St Suite 101 (Page 33)

No opposition. Motion carried.

Malachi Petersen, City Planner appeared before the Commission for the Second Reading & Final Approval of Zoning Ordinance Amendment to Section 4-449 allowing for Telecommunications Towers within the P: Public Facilities District. No one was present to speak on the item. Following discussion, Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the First Reading of Zoning Ordinance Amendment to Section 4-449 allowing for Telecommunications Towers within the P: Public Facilities District. No opposition. Motion carried.

Malachi Petersen, City Planner appeared before the Commission for Final Approval of the Conditional Use Permit allowing a wireless telecommunications tower within a P: Public Facilities Zoning District Following discussion, Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the Final Approval – Conditional Use Permit allowing a wireless telecommunications tower within a P: Public Facilities Zoning District. Commissioner George opposed. Motion carried.



West Fargo City Commission Meeting
Monday, March 7, 2022
Commission Chambers 5:30 PM

Matt Andvik, Public Works Director appeared before the Commission to request approval of the cost of the new Salt/Sand storage building and award contract to the Meyer Architecture Group. Following discussion, Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the cost of the new Salt/Sand Storage Building and award contract to the Meyer Architecture Group. No opposition. Motion carried.

Jim Larson, Finance Director appeared before the Commission to request to commit American Rescue Plan Act Funds. Following discussion, Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the request to Commit American Rescue Plan Act Funds. No opposition. Motion carried.

John Shockley, City Attorney appeared before the Commission for approval of the Second Reading of Ordinance 1207 - Parking on Snow Emergency Routes. Following discussion, Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the Second Reading of Ordinance 1207 - Parking on Snow Emergency Routes. No opposition. Motion carried.

Tina Fisk, City Administrator City Administrator Report:

- A. Reminder of the Special CIP Meeting at 1:00 PM on March 10th in the Commission Chambers
- B. Economic Development Manager position has been narrowed down to two candidates

There were no correspondence.

There were no non-agenda items.

Commissioner Simmons moved and Commissioner Olson seconded to adjourn the meeting. No opposition. Meeting adjourned at 6:02 PM.

Bernie Dardis, Commission President

Tina Fisk, City Administrator

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT ACTIVITY REPORT
03/21/2022**

	AS OF 3/11/2022			YEAR TO DATE		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL	1		\$ 344,900.00	2		\$ 1,251,290.00
RESIDENTIAL DWELLING	4	4	\$ 1,563,000.00	8	8	\$ 3,603,000.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC				1		\$ 160,000.00
CHURCH						
ACCESSORY				2		\$ 268,500.00
FOUNDATION ONLY						
<u>BUILDING REMODEL</u>						
COMMERCIAL	3		\$ 2,881,500.00	17		\$ 5,564,595.00
RESIDENTIAL	6		\$ 361,500.00	26		\$ 990,921.00
PUBLIC				0		\$ -
CHURCH						
ACCESSORY						
<u>BUILDING OTHER</u>						
DEMOLITION				2		\$ 164,000.00
MOVE						
PERMIT CANCELLATION						
TOTALS	14		\$ 5,150,900.00	58	8	\$ 12,002,306.00

Building Department Report - Summary

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
220167	Hanlon Construction	513 7th Street East	Brian Storie	\$ 9,500.00	Remodel - Residential - Reside Dwelling
220137	Plecity Kowalski Construction	2433 McLeod Drive East	Plecity Properties, LLC	\$ 500,000.00	Residential Dwelling
220173	Krueger Construction	1070 51st Avenue West	Westport Investments LLC	\$ 545,000.00	Residential Dwelling
220179	Kreutz Construction LLC	325 36th Avenue East	Jason & Angela Searls	\$ 7,000.00	Remodel - Residential - beam in kitchen
220150	Stone Ridge Builders, Inc.	136 50th Avenue East	Alexander & Annika Berg	\$ 250,000.00	Remodel - Residential - Lower Level Finish, Main Floor and Garage
220168	Brian Tulibaski	3409 Shadow Wood Lane East	Brian Tulibaski	\$ 40,000.00	Remodel - Residential - Lower Level Finish
220197	Plecity Kowalski Construction	2883 Rivers Bend Drive East	Jonathan & Cassandra Olivas	\$ 25,000.00	Remodel - Residential - Lower Level Finish
220193	Christianson Companies	635 32nd Avenue East	32 Holdings	\$ 11,500.00	Relocation of existing firewall in existing building
220191	Platinum Homes	952 51st Avenue West	Westport Investments LLC	\$ 250,000.00	Residential Dwelling
220186	Heritage Homes	656 Rania Way West	Active55, LLC	\$ 268,000.00	Residential Dwelling
220205	Nathaniel Freng	966 50th Avenue West	Nathaniel Freng	\$ 30,000.00	Remodel - Residential - Lower Level Finish
220208	Krasley Services	3244 Oak Ridge Loop East	Michael Graham ETAL	\$ 344,900.00	Commercial - Construct Office Condo
220114	Mortenson	1512 9th Street NE	Integrity Windows	\$ 2,500,000.00	Remodel - Commercial - Renovation & Addition of existing breakroom
220182	Great States Construction	635 32nd Avenue East	32 Holdings	\$ 370,000.00	Remodel - Commercial - Interior fit-up - New Bar

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Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
101785	S	4289 LYNDA LEE	659.63	02/25/22			
101786	S	3540 COLONIAL INSURANCE BCN #E8967887	2398.08	02/25/22		CL 102210	659.63
101787	S	3547 EQUITABLE UNIT ANNUITY COLLECTIONS	900.00	02/25/22		CL 102214	2398.08
101788	S	3542 MAINSTAY FUNDS	860.00	02/25/22		CL 102215	900.00
101789	S	3630 MATRIX TRUST COMPANY	4081.00	02/25/22		CL 102220	860.00
101790	S	3546 NATIONWIDE INVESTMENT ADVISORS LLC	7112.22	02/25/22		CL 102219	4081.00
101791	S	3541 ND FRATERNAL ORDER OF POLICE	1450.00	02/25/22		CL 102221	7112.22
101792	S	3543 NEW YORK LIFE INSURANCE & ANNUITY CORP	7727.04	02/25/22		CL 102218	1450.00
101793	S	3548 PERSHING	700.00	02/25/22		CL 102222	7727.04
101794	S	1464 RED RIVER VALLEY FOP LODGE #1	638.00	02/25/22		CL 102213	700.00
101795	S	3544 VICKI PETERS TEAMSTERS LOCAL NO 120	25.00	02/25/22		CL 102217	638.00
101796	S	3549 WEX	2768.80	02/25/22		CL 102223	25.00
101797	S	3827 WF IAFF	600.00	02/25/22		CL 102212	2768.80
101798	S	566 WEST FARGO PARK DISTRICT	82224.00	02/28/22		CL 102216	600.00
101799	S	2499 FM CONVENTION & VISITORS BUREAU	14333.25	02/28/22		CL 102238	82224.00
101800	S	2499 FM CONVENTION & VISITORS BUREAU	7166.64	02/28/22		CL 102239	14333.25
101801	S	3552 BLUE CROSS BLUE SHIELD	241533.79	03/02/22		CL 102240	7166.64
101802	S	51 CASS COUNTY ELECTRIC COOP	21493.00	03/02/22		CL 102285	241533.79
101803	S	2954 A-OX WELDING SUPPLY CO INC	20.35	03/08/22		CL 102287	21493.00
101804	S	3867 AARON EVELAND	411.88	03/08/22		CL 102373	20.35
101805	S	2365 AASLH	118.00	03/08/22		CL 102322	411.88
101806	S	3179 ADVANCED ENGINEERING & ENVIRONMENTAL SER	5379.00	03/08/22		CL 102203	118.00
101807	S	3490 AMAZON CAPITAL SERVICES	1397.59	03/08/22		CL 102262	5379.00
						CL 102207	583.33
						CL 102254	64.19
						CL 102263	189.29
						CL 102283	35.98
						CL 102308	472.47
						CL 102364	52.33

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101808	S	317 AMERICAN WELDING & GAS, INC.	519.14	03/08/22		CL 102328	519.14
101809	S	3383 ANDREW WRUCKE	306.51	03/08/22		CL 102360	306.51
101810	S	2931 AUTO VALUE PARTS STORES	316.54	03/08/22		CL 102325	316.54
101811	S	1695 BAKER & TAYLOR	1104.77	03/08/22		CL 102211	567.56
						CL 102307	537.21
101812	S	2641 BATTERY SYSTEMS	291.93	03/08/22		CL 102371	291.93
101813	S	36 BERT'S TRUCK EQUIPMENT	44.56	03/08/22		CL 102264	44.56
101814	S	4043 BIG DOG AUTOGLASS	350.00	03/08/22		CL 102351	350.00
101815	S	3512 BOUND TREE MEDICAL, LLC	79.16	03/08/22		CL 102265	79.16
101816	S	652 BRENCO CORPORATION	356.26	03/08/22		CL 102338	356.26
101817	S	351 BUSINESS ESSENTIALS	441.88	03/08/22		CL 102266	70.00
						CL 102304	96.23
						CL 102333	139.16
						CL 102377	136.49
101818	S	39 BUTLER MACHINERY	7828.73	03/08/22		CL 102226	387.75
						CL 102357	4609.55
						CL 102370	1173.50
						CL 102374	1657.93
101819	S	61 CASS COUNTY FINANCE	3400.00	03/08/22		CL 102241	3400.00
101820	S	46 CASS RURAL WATER USERS	28.13	03/08/22		CL 102318	28.13
101821	S	1512 CDW GOVERNMENT, INC	1942.50	03/08/22		CL 102189	1942.50
101822	S	4108 CED	750.00	03/08/22		CL 102229	750.00
101823	S	4128 CHANDLERTHINKS, LLC	9095.00	03/08/22		CL 102282	9095.00
101824	S	3216 CINTAS	140.01	03/08/22		CL 102349	140.01
101825	S	111 CITY OF FARGO	34093.94	03/08/22		CL 102231	33533.94
						CL 102294	560.00
101826	S	999999 CITY OF WEST FARGO	73.00	03/08/22		CL 102232	73.00
101827	S	72 CLASSIC FLORAL	116.99	03/08/22		CL 102366	116.99

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101828	S	1904 CODE 4 SERVICES, INC	576.68	03/08/22		CL 102245	576.68
101829	S	3245 CORE & MAIN	4008.64	03/08/22		CL 102225	4008.64
101830	S	47 CORWIN CHRYSLER	172.00	03/08/22		CL 102326	172.00
101831	S	60 CROSSCOUNTRY FREIGHT SOLUTIONS	102.18	03/08/22		CL 102292	102.18
101832	S	65 CURT'S LOCK & KEY	2.79	03/08/22		CL 102329	2.79
101833	S	1675 DAKOTA FLUID POWER, INC	173.36	03/08/22		CL 102346	173.36
101834	S	624 DAKOTA SUPPLY GROUP	370.15	03/08/22		CL 102296	370.15
101835	S	87 DAKOTA TIRE	38.62	03/08/22		CL 102267	38.62
101836	S	1746 DAN BIRNBAUM	58.50	03/08/22		CL 102354	58.50
101837	S	4075 DOYLE'S YELLOW CHECKER CAB INC	21.31	03/08/22		CL 102187	21.31
101838	S	78 DSI AUTOMOTIVE INC	265.89	03/08/22		CL 102340	265.89
101839	S	2100 EAGLE RUN CROSSING LLC	5821.63	03/08/22		CL 102257	5821.63
101840	S	4049 EAPC ARCHITECTS ENGINEERS	223112.03	03/08/22		CL 102268	223112.03
101841	S	3091 EBSCO INFORMATION SERVICES	2048.00	03/08/22		CL 102306	2048.00
101842	S	1502 EIDE BAILLY	615.00	03/08/22		CL 102284	600.00
						CL 102343	15.00
101843	S	545 ELECTRIC PUMP, INC	4664.75	03/08/22		CL 102230	4664.75
101844	S	3410 ENGRAPHIX	155.75	03/08/22		CL 102248	155.75
101845	S	3722 ENVIROTECH	14228.25	03/08/22		CL 102300	14228.25
101846	S	144 FARMERS BROTHERS COFFEE	265.56	03/08/22		CL 102297	265.56
101847	S	151 FEDERAL EXPRESS	11.14	03/08/22		CL 102345	11.14
101848	S	155 GALLS, LLC	571.63	03/08/22		CL 102277	571.63
101849	S	556 GRAINGER, INC.	71.92	03/08/22		CL 102295	71.92
101850	S	3535 GREAT PLAINS FIRE	911.50	03/08/22		CL 102269	911.50

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101851	S	2877 GREATAMERICA FINANCIAL SERVICES	442.89	03/08/22		CL 102209	442.89
101852	S	4288 HAMPTON BY HILTON	285.12	03/08/22		CL 102199	285.12
101853	S	135 HAWKINS WTR TREATMENT	11907.95	03/08/22		CL 102298	11907.95
101854	S	3593 HOLIDAY COMPANIES	270.00	03/08/22		CL 102242	270.00
101855	S	1226 HP INC.	125.00	03/08/22		CL 102313	125.00
101856	S	2500 INLAND TRUCK PARTS & SERVICE	888.70	03/08/22		CL 102330	888.70
101857	S	1012 INTERSTATE POWER SYSTEMS, INC	1690.75	03/08/22		CL 102270	1690.75
101858	S	233 J & L SPORTS	99.75	03/08/22		CL 102249	99.75
101859	S	794 JASON DURA	331.00	03/08/22		CL 102191	331.00
101860	S	3518 JUSTIN DONLEY	38.50	03/08/22		CL 102353	38.50
101861	S	4114 KRISTIN KRAMER	19.60	03/08/22		CL 102206	19.60
101862	S	260 LAR'S BODY SHOP	4435.61	03/08/22		CL 102224	100.00
						CL 102275	4335.61
101863	S	1741 LIBERTY BUSINESS SYSTEMS, INC	897.70	03/08/22		CL 102378	897.70
101864	S	3418 LOFFLER	161.35	03/08/22		CL 102314	161.35
101865	S	3491 LOFFLER COMPANIES INC	194.42	03/08/22		CL 102315	194.42
101866	S	711 LUTHER FAMILY FORD	370.97	03/08/22		CL 102372	370.97
101867	S	3304 MAC'S - FARGO	243.91	03/08/22		CL 102228	55.95
						CL 102253	41.00
						CL 102334	68.97
						CL 102367	77.99
101868	S	3384 MATHESON TRI-GAS INC	228.00	03/08/22		CL 102299	228.00
101869	S	299 MENARDS	961.28	03/08/22		CL 102246	47.61
						CL 102255	148.96
						CL 102271	13.98
						CL 102290	722.64
						CL 102320	28.09
101870	S	2766 MIDCONTINENT COMMUNICATIONS	325.84	03/08/22		CL 102339	325.84

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101871	S	1854 MIDWEST TAPE	2172.60	03/08/22		CL 102205 CL 102309	516.09 1656.51
101872	S	298 MVTL LABORATORIES	165.75	03/08/22		CL 102234	165.75
101873	S	1242 ND CLERKS ASSOCIATION	100.00	03/08/22		CL 102279	100.00
101874	S	335 ND DEPT OF TRANSPORTATION	320.05	03/08/22		CL 102243	320.05
101875	S	364 NELSON INTERNATIONAL	70.35	03/08/22		CL 102336	70.35
101876	S	271 NETCENTER TECHNOLOGIES	6800.17	03/08/22		CL 102193 CL 102197 CL 102312	4268.00 1742.50 789.67
101877	S	1966 NORTH IOWA K-9	1600.00	03/08/22		CL 102289	1600.00
101878	S	141 NORTH STAR SAFETY, INC	510.64	03/08/22		CL 102272	510.64
101879	S	328 NORTHERN ENGINE & SUPPL	147.58	03/08/22		CL 102350	147.58
101880	S	331 NORTHERN STATES SUPPLY	158.15	03/08/22		CL 102347	158.15
101881	S	1715 NORTHWEST TIRE INC	22.00	03/08/22		CL 102348	22.00
101882	S	4223 NORTHWEST TRUCK & TRAILER	28.98	03/08/22		CL 102341	28.98
101883	S	1774 O'REILLY AUTOMOTIVE STORES, INC	1358.30	03/08/22		CL 102273 CL 102335	4.99 1353.31
101884	S	3416 OCLC, INC.	195.34	03/08/22		CL 102310	195.34
101885	S	353 OHNSTAD TWICHELL	48567.43	03/08/22		CL 102302 CL 102311	37080.79 11486.64
101886	S	631 ONE CALL CONCEPT INC	70.20	03/08/22		CL 102321	70.20
101887	S	276 OSTROMS ACE HARDWARE	238.11	03/08/22		CL 102196 CL 102247 CL 102293 CL 102331 CL 102369	19.77 65.97 18.58 99.48 34.31
101888	S	563 PETRO SERVE USA	2597.53	03/08/22		CL 102319	2597.53
101889	S	4034 PETRO SERVE USA #63	9548.29	03/08/22		CL 102258	9548.29

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101890	S	384 PITNEY BOWES	1040.73	03/08/22		CL 102204 CL 102244 CL 102278	243.09 398.82 398.82
101891	S	1295 PRO-WEST & ASSOCIATES, INC	3800.00	03/08/22		CL 102317	3800.00
101892	S	1166 PRODUCTIVITY PLUS ACCOUNT	3857.10	03/08/22		CL 102355 CL 102376	1301.13 2555.97
101893	S	2982 RDO EQUIPMENT CO	2132.89	03/08/22		CL 102358	2132.89
101894	S	3893 RDO TRUCK CENTERS	583.94	03/08/22		CL 102359	583.94
101895	S	3204 RECORD KEEPERS	49.00	03/08/22		CL 102332 CL 102337	24.50 24.50
101896	S	3522 RJ'S TESORO	1162.38	03/08/22		CL 102251 CL 102259	324.59 837.79
101897	S	1881 SAM'S CLUB/SYNCHRONY BANK	75.52	03/08/22		CL 102274	75.52
101898	S	450 SCHEELS	1863.90	03/08/22		CL 102288	1863.90
101899	S	639 SECRETARY OF STATE	108.00	03/08/22		CL 102236 CL 102276	72.00 36.00
101900	S	3864 SHANE HENRICKS	38.50	03/08/22		CL 102352	38.50
101901	S	2885 SHORTPRINTER	316.09	03/08/22		CL 102280	316.09
101902	S	91 SIGN SOLUTIONS USA	420.73	03/08/22		CL 102250	420.73
101903	S	2655 SIMPLIFILE	170.00	03/08/22		CL 102260	170.00
101904	S	4286 SOUTH DAKOTA POLICE CHIEFS' ASSOCIATION	85.00	03/08/22		CL 102190	85.00
101905	S	274 STEVE MOTTINGER	5000.00	03/08/22		CL 102261	5000.00
101906	S	31 STURDEVANT'S AUTO PARTS	58.64	03/08/22		CL 102362	58.64
101907	S	176 SUMMIT FIRE PROTECTION	825.00	03/08/22		CL 102198	825.00
101908	S	733 SWANSTON EQUIPMENT CORP.	130547.45	03/08/22		CL 102361 CL 102365	1280.69 129266.76
101909	S	999999 TAMMY HAUG	141.37	03/08/22		CL 102227	141.37

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Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
101910	S	2491 TEAM LABORATORY CHEMICAL, LLC	2850.00	03/08/22		CL 102301	2850.00
101911	S	1156 TESSMAN	344.28	03/08/22		CL 102368	344.28
101912	S	3865 TIMOTHY TWEITEN	432.70	03/08/22		CL 102323	432.70
101913	S	3658 TLC CLEANING LLC	1673.10	03/08/22		CL 102305	1673.10
101914	S	1237 TRENT STANTON	331.00	03/08/22		CL 102192	331.00
101915	S	665 TWIN CITY GARAGE DOOR	493.00	03/08/22		CL 102327	493.00
101916	S	2136 ULINE INC	121.79	03/08/22		CL 102233	121.79
101917	S	544 WALLWORK TRUCK CENTER	25.34	03/08/22		CL 102356	15.72
						CL 102375	9.62
101918	S	3306 WEST FARGO EVENTS, INC	33336.58	03/08/22		CL 102303	33336.58
101919	S	2184 WEST SIDE STEEL	750.24	03/08/22		CL 102252	750.24
101920	S	4129 WESTERN NATIONAL MUTUAL INS CO	150.00	03/08/22		CL 102194	100.00
						CL 102316	50.00
101921	S	569 WF ANIMAL HOSPITAL	996.50	03/08/22		CL 102363	996.50
101922	S	772 MINNKOTA	48.00	03/08/22		CL 102188	48.00
101923	S	3549 WEX	2768.80	03/11/22		CL 102382	2768.80
101924	S	338 XCEL ENERGY	900.65	03/11/22		CL 102392	26.62
						CL 102393	333.27
						CL 102394	385.49
						CL 102395	17.96
						CL 102396	71.18
						CL 102397	66.13
101925	S	2439 VISA IT	1456.86	03/14/22		CL 102427	1456.86
101927	S	3353 SAM'S CLUB MC/SYNCB	397.46	03/14/22		CL 102432	397.46
Total for Claim Checks			1021485.95				
Count for Claim Checks			142				

* denotes missing check number(s)

of Checks: 142 Total: 1021485.95



GAMING SITE AUTHORIZATION
OFFICE OF ATTORNEY GENERAL
SFN 17996 (02/2018)

MAR 14 2022

G - _____ (_____)_____
Site License Number
(Attorney General Use Only)

Full, Legal Name of Gaming Organization **Mule Deer Foundation**

The above organization is hereby authorized to conduct games of chance under the license granted by the Attorney General of the State of North Dakota at the following location

Name of Location <i>Speedway Event Center</i>			
Street <i>680 Main Ave</i>	City <i>West Fargo</i>	ZIP Code <i>58078</i>	County <i>CASS</i>
Beginning Date(s) Authorized <i>4/21/22</i>		Ending Date(s) Authorized <i>4/21/22</i>	Number of twenty-one tables if zero, enter "0": <i>0</i>
Specific location where games of chance will be conducted and played at the site (required) <i>Speedway Event Center</i>			
If conducting Raffle or Poker activity provide date(s) or month(s) of event(s) if known <i>4/21/22</i>			

RESTRICTIONS (City/County Use Only)

Days of week of gaming operations (if restricted)	Hours of gaming (if restricted)
---	---------------------------------

ACTIVITY TO BE CONDUCTED Please check all applicable games to be conducted at site (required)

☐ Bingo	☐ Club Special	☐ Sports Pools
☐ ELECTRONIC Quick Shot Bingo	☐ Tip Board	☐ Twenty-One
☒ Raffles	☐ Seal Board	☐ Poker
☐ ELECTRONIC 50/50 Raffle	☐ Punchboard	☐ Calcuttas
☐ Pull Tab Jar	☐ Prize Board	☐ Paddlewheels with Tickets
☐ Pull Tab Dispensing Device	☐ Prize Board Dispensing Device	☐ Paddlewheel Table
☐ ELECTRONIC Pull Tab Device		

APPROVALS

Attorney General	Date
Signature of City/County Official	Date
PRINT Name and official position of person signing on behalf of city/county above	

INSTRUCTIONS:

1. City/County-Retain a **copy** of the Site Authorization for your files.
2. City/County-Return the **original** Site Authorization form to the Organization.
3. Organizations - Send the **original, signed**, Site Authorization to the Office of Attorney General with any other applicable licensing forms for final approval.

RETURN ALL DOCUMENTS TO:

Office of Attorney General
Licensing Section
600 E Boulevard Ave, Dept. 125
Bismarck, ND 58505-0040
Telephone: 701-328-2329 OR 800-326-9240

CK# 1047
pd 3-14-22
\$100.



RENTAL AGREEMENT
OFFICE OF ATTORNEY GENERAL
LICENSING SECTION
SFN 9413 (Rev. 08-2019)

License Number (Office Use Only)

Site Owner (Lessor) <i>Bryan Rodriguez</i>		Site Name <i>Speedway Event Center</i>		Site Phone Number <i>701-281-2388</i>	
Site Address <i>680 Main Ave</i>		City <i>West Fargo</i>	State <i>ND</i>	Zip Code <i>58078</i>	County <i>Cass</i>
Organization (Lessee) <i>Mule Deer Foundation</i>		Rental Period <i>4/21/2022</i> to <i>4/21/2022</i>		Monthly Rent Amount	
1. Is Bingo going to be conducted at this site? ☒ No ☐ Yes				\$	
1a. If "Yes" to number 1 above, is Bingo the primary game conducted? If "Yes," enter the monthly rent amount to be paid. Then answer questions 2 - 7 but do not enter any rent amounts. ☐ No ☐ Yes					
2. Is Twenty-One conducted at this site? ☒ No ☐ Yes		X Rent per Table \$		\$	
Number of Tables with wagers up to \$5		X Rent per Table \$		\$	
Number of Tables with wagers over \$5		X Rent per Table \$		\$	
3. Is Paddlewheels conducted at this site? ☒ No ☐ Yes		X Rent per Table \$		\$	
Number of Tables					
4. Is Pull Tabs involving either a jar bar, standard, or electronic dispensing device conducted at this site? ☒ No ☐ Yes				\$	
Please check: ☐ Jar Bar ☐ Standard Dispensing Device					
☐ Electronic Dispensing Device Number of Electronic Devices				\$	
Total Monthly Rent				\$ 0.00	

5. If the only gaming activity to be conducted at this site is a raffle drawing, please check here. ☒

TERMS OF RENTAL AGREEMENT:

This RENTAL AGREEMENT is between the Owner (LESSOR) and Organization (LESSEE) that will be leasing the site to conduct games of chance.

The LESSOR agrees that no game will be directly operated as part of the lessor's business.

The LESSOR agrees that the (lessor), (lessor's) spouse, (lessor's) common household members, (management), (management's) spouse, or an employee of the lessor who is in a position to approve or deny a lease may not conduct games at any of the organization's sites and, except for officers and board of directors members who did not approve the lease, may not play games at that site. However, a bar employee may redeem a winning pull tab, pay a prize board cash prize, and award a prize board merchandise prize involving a dispensing device and sell raffle tickets or sports pool chances on a board on behalf of an organization.

The LESSOR agrees that the lessor's on call or temporary or permanent employee will not, directly or indirectly, conduct games at the site as an employee of the lessee on the same day the employee is working in the area of the bar where alcoholic beverages are dispensed or consumed.

If the LESSEE provides the Lessor with a temporary loan of funds for redeeming pull tabs or prize boards, or both, involving a dispensing device, the Lessor agrees to repay the entire loan immediately when the lessee discontinues using the device at the site.

The LESSOR agrees not to interfere with or attempt to influence the lessee's selection of games, determination of prizes, including a bingo jackpot prize, or disbursement of net proceeds.

The LESSOR agrees not to loan money to, provide gaming equipment to, or count drop box cash for the lessee.

The LESSOR agrees any advertising by the lessor that includes charitable gaming must include the charitable gaming organization's name.

At the LESSOR'S option, the lessee agrees that this rental agreement may be automatically terminated if the lessee's gaming license is suspended at this site for more than fourteen days or revoked.

Signature of Lessor <i>Paul A. Peterson</i>	Title <i>PRESIDENT / CEO</i>	Date <i>6 JAN 2022</i>
Signature of Lessee <i>[Signature]</i>	Title <i>Owner / GM</i>	Date <i>3-1-2022</i>

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING VOTE

WHEREAS, the City of West Fargo owns a small condo unit space at 3100 Sheyenne Street, West Fargo ("The Lights West Fargo Space"); and

WHEREAS, from time to time the Sheyenne 32 East Association, Inc (the "Condo Association") meets to discuss and vote on items pertaining to the building and common space areas; and

WHEREAS, the City desires to authorize the President of the City Commission and City Administrator to cast the City of West Fargo's single vote, as needed, when the Condo Association meets and conducts regular business.

NOW THEREFORE, the Board of City Commissioners of the City of West Fargo hereby authorizes the President of the City Commission and City Administrator to cast the City of West Fargo's single vote, as needed, when the Condo Association meets and conducts regular business.

Dated: March 21, 2022.

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. On roll call vote the following commissioners voted aye: _____.
_____. The following commissioners voted nay: _____. The following commissioners were absent and not voting: _____. The majority having voted aye, the motion carried and the resolution was duly adopted.



To: West Fargo City Commission

From: Daniel Fuller, Chief of the Department, West Fargo Fire

Date: March 21st, 2022

Subject: Award of Certified Bids for Construction

Action: 1. Approve the funding sources for the project
2. Award contracts for construction

Commission President

Bernie Dardis

Primary Portfolio:
Administration/Finance

Secondary Portfolio:
Street, Water and Sewer

Commissioner

Brad Olson, Vice President

Primary Portfolio:
Street, Water and Sewer

Secondary Portfolio:
Police and Fire

Commissioner

Eric Gjerdevig

Primary Portfolio:
Planning, Zoning and
Engineering

Secondary Portfolio:
Administration/Finance

Commissioner

Mark Simmons

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Planning, Zoning and
Engineering

Commissioner

Mandy George

Primary Portfolio:
Sanitation

Secondary Portfolio:
Police and Fire

City Administrator

Tina Fisk

Summary and Recommendation:

As part of the construction on the new Fire Headquarters, these requests represent the final construction bids and funding package and mark the beginning of the construction process. Certified Bidders have been vetted by the city's construction management agency, Kraus Anderson, in conjunction with the city's architectural firm on this project, EAPC.

Since the inception of the project, costs for construction have been moving upward due to supply chain issues, and local labor market concerns. An annual escalation factor of 3-4% was identified early in the project, however market prices has been escalating by the same percentages each month since last December.

Initial bids for construction came back at \$16,795,844, which is \$1,824,713 higher than estimates. Through a value engineering process, an estimated \$926,000 in cost savings were found, based on eliminating, substituting or replacing certain high cost materials in the project.

The recommendations from the City Administrator, Finance Director, and Fire Chief are listed below:

(1) The City move forward with the construction of the Project; (2) Authorize the Finance Director to move the listed funds to the construction account for the project; (3) authorize the awards of Certified Bids as listed on the Certified Bid Tab sheet; (4) authorize the City Administrator, Finance Director, and Fire Chief to negotiate change orders to reduce the overall cost of the project.

Policy Analysis:

With the construction and staffing of this building, several policy goals will be achieved, giving the City of West Fargo Fire Department the needed points to increase our Insurance Service Office Public Safety Classification Rating. The goal is to become an ISO Class 1 fire department, which will decrease fire insurance costs throughout the city. The staffing of three fire companies in this building will provide an additional eight firefighters and a battalion chief to be on duty each

day, increasing the total on duty firefighting effective response force (ERF) to fourteen from five. Lastly, the addition of this building in Planning Zone 1 will reduce response times, not only in Planning Zone 1, but adjacent zones and mutual aid areas. The goal for the first due fire company is a sixty second turnout time and 240 second travel time to 90% of medical calls and a ninety second turnout time and 240 second travel time to 90% of fire/hazmat/rescue calls. Additionally, the added fire companies will place the entire ERF on duty and in the station, rather than having to call back for the ERF as we do today, which adds at least ten minutes to the turnout time, and ultimately the total response time. Lastly, the amount of simultaneous calls for service the department can handle will increase from two today, to six in the future. Over the course of 2021 year, there were 266 times that two fire or medical calls were occurring at once.

Financial Analysis:

The project had a placeholder of \$10,000,000 in the citywide Capital Improvements Project (CIP) which was established based on an estimate of costs on the known project size and scope in 2017. The updated final estimated cost of the project is \$18,643,803 which is based on three factors; increase in the cost of materials and trades, the increase in the size of the building to accommodate increased staffing needs, and the addition of a traffic light at 10th Ave and 9th St E.

Process/Timeline:

Process	Action
Land purchase	September 2020
Hire Architect	May 2021
Hire construction management	July 2021
Approve Project Cost and Finance	December 2021
Go to bid	Feb 2022

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

01-A Testing

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Braun Intertec	American Engineering & Testing			
ADDENDA REC'D.	1-5				
BID SECURITY	X	Non-compliant Bid Envelope			
CONTRACTORS LICENSE	X	X			
BASE BID	\$45,618.00				
Alt #1 - Add P&P Bond	No Bid				
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

03-A Concrete Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	All-Finish Concrete	Dirt Dynamics			
ADDENDA REC'D.	1-5	1-5			
BID SECURITY	X	X			
CONTRACTORS LICENSE	X	X			
BASE BID	\$1,362,465.00	\$1,533,000.00			
Alt #1 - Add P&P Bond	\$27,249.30	No Bid			
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

03-B Structural Precast Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Taracon Precast	Molin Concrete Products			
ADDENDA REC'D.	1-5	1-5			
BID SECURITY	X	X			
CONTRACTORS LICENSE	X	X			
BASE BID	\$209,144.00	\$292,310.00			
Alt #1 - Add P&P Bond	Inc in Base Bid	\$2,630.00			
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

03-D Specialty Finished Concrete Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Quality Coatings & Tile				
ADDENDA REC'D.	1-4				
BID SECURITY	X				
CONTRACTORS LICENSE	X				
BASE BID	\$30,550.00				
Alt #1 - Add P&P Bond	No Bid				
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

05-A Structural Steel Supply

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Ben's	Mid America Steel			
ADDENDA REC'D.	1-5	1-5			
BID SECURITY	X	X			
CONTRACTORS LICENSE	N/A	N/A			
BASE BID	\$1,564,000.00	\$1,082,310.00			
	Inc 05-D Misc Metals				
Alt #1 - Add P&P Bond	\$6,900.00				
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

05-B Steel Erection

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Ledgestone	Magnum	Red Cedar Steel Erectors		
ADDENDA REC'D.	1-5	1-5	1-5		
BID SECURITY	X	X	X		
CONTRACTORS LICENSE	X	X	X		
BASE BID	\$272,385.00	\$580,600.00	\$639,500.00		
Alt #1 - Add P&P Bond	\$5,130.00	\$5,800.00	\$7,000.00		
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

05-D Misc Metals Supply

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Ben's				
ADDENDA REC'D.	1-5				
BID SECURITY	X				
CONTRACTORS LICENSE	N/A				
BASE BID	*see 05-A				
Alt #1 - Add P&P Bond					
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

06-A Carpentry Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Grafstrom Construction	Ledgestone			
ADDENDA REC'D.	1-5	1-5			
BID SECURITY	X	X			
CONTRACTORS LICENSE	X	X			
BASE BID	\$456,800.00	\$508,450.00			
Alt #1 - Add P&P Bond	\$15,000.00	\$9,150.00			
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					
Voluntary Alterante	(\$21,000) for entrance mats				

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

06-D Casework/Millwork Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Woodside Industries	TMI Systems	Northwest Cabinets		
ADDENDA REC'D.	1-5	1-5	1-5		
BID SECURITY	X	X	X		
CONTRACTORS LICENSE	X	X	X		
BASE BID	\$141,758.33	\$155,161.00	\$171,907.00		
Alt #1 - Add P&P Bond	Inc in Base Bid	\$942.00	N/A		
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

07-F Metal Panel Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Minkota Architectural Products	Herzog Roofing			
ADDENDA REC'D.	1-5	1-5			
BID SECURITY	X	X			
CONTRACTORS LICENSE	X	X			
BASE BID	\$214,238.00	\$258,400.00			
Alt #1 - Add P&P Bond	\$5,800.00	\$2,584.00			
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

07-H Roofing Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Herzog Roofing				
ADDENDA REC'D.	1-5				
BID SECURITY	X				
CONTRACTORS LICENSE	X				
BASE BID	\$1,181,900.00				
Alt #1 - Add P&P Bond	\$11,819.00				
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

07-M Sealants Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Ellenson Caulking				
ADDENDA REC'D.	1-5				
BID SECURITY	X				
CONTRACTORS LICENSE	X				
BASE BID	\$126,000.00				
Alt #1 - Add P&P Bond	\$1,890.00				
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

08-A Doors/Frames/Hardware Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	House of Glass, Inc.	Central Door & Hardware	Twin City Hardware		
ADDENDA REC'D.	1-5	1-5	1-5		
BID SECURITY	X	X	X		
CONTRACTORS LICENSE	N/A	N/A	N/A		
BASE BID	\$197,317.00	\$195,757.00	\$210,900.00		
	Includes door glazing	Does not include door glazing	Includes door glazing		
Alt #1 - Add P&P Bond	Inc in Base Bid	No Bid	\$700.00		
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

08-E Specialty Door Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	PS Garage	Midland			
ADDENDA REC'D.	1-5				
BID SECURITY	X	X			
CONTRACTORS LICENSE	X	Non-compliant Bid Envelope			
BASE BID	\$329,085.00				
Alt #1 - Add P&P Bond	\$16,455.00				
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

08-F Aluminum, Glass & Glazing Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Rusco	Red River			
ADDENDA REC'D.	1-5	1-5			
BID SECURITY	X	X			
CONTRACTORS LICENSE	X	X			
BASE BID	\$358,750.00	\$495,235.00			
Alt #1 - Add P&P Bond	\$3,409.00	3%			
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

05-C Cold Formed Metal Framing & 09-A Drywall Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	RTL Construction	Forks Lath & Plaster			
ADDENDA REC'D.	1-5	1-5			
BID SECURITY	X	X			
CONTRACTORS LICENSE	X	X			
BASE BID	\$1,389,968.00	\$1,439,000.00			
Alt #1 - Add P&P Bond	\$24,000.00	\$14,500.00			
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS
OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

09-B Tile Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	I'll Tile & Stone	McAuthor Tile			
ADDENDA REC'D.	1-5	1-5			
BID SECURITY	X	X			
CONTRACTORS LICENSE	X	X			
BASE BID	\$32,000.00	\$46,400.00			
Alt #1 - Add P&P Bond	\$1,900.00	No Bid			
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

09-D Flooring Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	All States Flooring	F-M Flooring	Great Plains Flooring		
ADDENDA REC'D.	1-5	1-5	1-5		
BID SECURITY	X	X	X		
CONTRACTORS LICENSE	X	X	X		
BASE BID	\$79,795.00	\$81,900.00	\$90,157.00		
Alt #1 - Add P&P Bond	\$2,750.00	\$840.00	N/A		
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

09-K Painting Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Morris Painting	T. Ekert & Sons			
ADDENDA REC'D.	1-5	1-5			
BID SECURITY	X	X			
CONTRACTORS LICENSE	X	X			
BASE BID	\$187,745.00	\$243,830.00			
Alt #1 - Add P&P Bond	\$500.00	N/A			
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

10-E Operable Partition

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Tri-State Specialties	Construction Supply			
ADDENDA REC'D.	1-5				
BID SECURITY	X	Non-compliant Bid Envelope			
CONTRACTORS LICENSE	X	Non-compliant Bid Envelope			
BASE BID	\$53,718.00				
Alt #1 - Add P&P Bond	\$1,800.00				
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

14-A Elevators

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Otis Elevator Company				
ADDENDA REC'D.	1-5				
BID SECURITY	X				
CONTRACTORS LICENSE	X				
BASE BID	\$93,999.00				
Alt #1 - Add P&P Bond	Inc in Base Bid				
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

21-A Fire Suppression

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	NOVA Fire Protection	Summit Fire Protection	Dakota Fire Protection Inc.		
ADDENDA REC'D.	1-5	1-4	1-5		
BID SECURITY	X	X	X		
CONTRACTORS LICENSE	X	X	X		
BASE BID	\$106,163.00	\$119,097.00	\$135,340.00		
Alt #1 - Add P&P Bond	\$1,062.00	No Bid	No Bid		
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

23-B Combined Mechanical

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Manning Mechanical	Peterson Mechanical	Dakota Metal Fabrication		
ADDENDA REC'D.	1-5	1-5	1-5		
BID SECURITY	X	X	X		
CONTRACTORS LICENSE	X	X	X		
BASE BID	\$2,591,000.00	\$2,609,000.00	\$2,860,000.00		
Alt #1 - Add P&P Bond	\$13,200.00	\$16,000.00	\$11,760.00		
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

26-A Combined Electrical

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Dakota Electrical Construction	Scott's Electric	Rick Electric	Bergstrom Electric	Magnum Electric
ADDENDA REC'D.	1-5	1-5	1-5	1-5	1-5
BID SECURITY	X	X	X	X	X
CONTRACTORS LICENSE	X	X	X	X	X
BASE BID	\$1,469,000.00	\$1,472,210.00	\$1,720,000.00	\$1,657,000.00	\$1,826,760.00
Alt #1 - Add P&P Bond	Inc in Base Bid	\$10,625.00	No Bid	\$11,600.00	\$10,400.00
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

32-A Asphalt Paving

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Border States Paving	Central Specialties Inc.	Northern Improvement Company		
ADDENDA REC'D.	1-5	1-5	1-5		
BID SECURITY	X	X	X		
CONTRACTORS LICENSE	X	X	X		
BASE BID	\$168,718.00	\$212,000.00	\$199,975.00		
Alt #1 - Add P&P Bond	Inc in Base Bid	No Bid	\$1,000.00		
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

32-D Fencing & Site Signage

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Dakota Fence				
ADDENDA REC'D.	1-5				
BID SECURITY	X				
CONTRACTORS LICENSE	X				
BASE BID	\$49,804.00				
Alt #1 - Add P&P Bond	Inc in Base Bid				
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

32-F Landscaping

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	S&S Landscaping	Pro Landscapers LLC	NGI Landscapes & Outdoor Living	Opp Construction	
ADDENDA REC'D.	1-5	1-5	1-5	1-5	
BID SECURITY	X	X	X	X	
CONTRACTORS LICENSE	X	X	X	X	
BASE BID	\$222,300.00	\$233,914.00	\$274,860.00	\$331,765.00	
Alt #1 - Add P&P Bond	No Bid	\$3,617.00	No Bid	No Bid	
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

32-B Concrete Paving

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	All-Finish Concrete	Opp Construction Llc.			
ADDENDA REC'D.	1-5	1-5			
BID SECURITY	X	X			
CONTRACTORS LICENSE	X	X			
BASE BID	\$382,244.00	\$624,900.00			
Alt #1 - Add P&P Bond	\$7,644.88	No Bid			
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

31-A Earthwork & 33-A Site Utilities

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	KPH, Inc.	Earth Works Services			
ADDENDA REC'D.	1-5	1-5			
BID SECURITY	X	X			
CONTRACTORS LICENSE	X	X			
BASE BID	\$675,000.00	\$973,621.00			
Alt #1 - Add P&P Bond	Inc in Base Bid	\$10,110.00			
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

**WEST FARGO FIRE DEPARTMENT
NEW HEADQUARTERS**

OWNER: WEST FARGO FIRE DEPARTMENT
CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: EAPC

33-A Site Utilities

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Fox Underground				
ADDENDA REC'D.	1-5				
BID SECURITY	X				
CONTRACTORS LICENSE	X				
BASE BID	\$217,850.00				
Alt #1 - Add P&P Bond	No Bid				
Unit Price #1					
Unit Price #2					
Unit Price #3					
Unit Price #4					

	BIDS	BOND	TOTAL	CONTRACTOR
01 A - Testing & Inspections	\$45,618.00	Need confirmation	\$45,618.00	Braun Intertec
03 A - Concrete	\$1,362,465.00	\$27,249.30	\$1,389,714.30	All Finish Concrete
03 B - Structural Precast	\$209,144.00	Inc in Base Bid	\$209,144.00	Taracon Precast
03 D - Polished Concrete	\$30,550.00	Need confirmation	\$30,550.00	Quality Coatings
05 A - Structural Steel Material	\$1,082,310.00	\$6,900.00	\$1,089,210.00	Ben's Structural Fab
05 B - Structure Steel Erection	\$272,385.00	\$5,130.00	\$277,515.00	Ledgestone
05 C - Cold Formed Metal Framing	\$850,000.00	Inc in 09A	\$850,000.00	RTL Construction
05 D - Miscellaneous Metals	\$481,690.00	Inc in 05A	\$481,690.00	Ben's Structural Fab
06 A - Carpentry Package	\$456,800.00	\$15,000.00	\$471,800.00	Grafstrom Construction
06 D - Architectural Millwork	\$141,759.00	Inc in Base Bid	\$141,759.00	Woodside Industries
07 F - Metal Panel/Roof	\$214,238.00	\$5,800.00	\$220,038.00	Minnkota Arch Products
07 H - Roofing	\$1,181,900.00	\$11,819.00	\$1,193,719.00	Herzog Roofing
07 K - Joint Sealant	\$126,000.00	\$1,890.00	\$127,890.00	Ellenson Caulking
08 A - Door/Frame/Hardware Package	\$197,317.00	Inc in Base Bid	\$197,317.00	House of Glass
08 E - Traffic Doors/Overhead/Folding/Coiling	\$329,085.00	\$16,455.00	\$345,540.00	PS Garage Doors
08 F - Entrances/Storefront/Curtainwall	\$358,750.00	\$3,049.00	\$361,799.00	Rusco
09 A - Drywall	\$539,968.00	\$24,000.00	\$563,968.00	RTL Construction
09 B - Tile	\$32,000.00	\$1,900.00	\$33,900.00	I'll Tile & Stone
09 D - Flooring	\$79,795.00	\$2,750.00	\$82,545.00	All States Flooring
09 K - Painting & Wall Covering	\$187,745.00	\$500.00	\$188,245.00	Morris Painting
10 E - Accordion & Folding Partitions	\$53,718.00	\$1,800.00	\$55,518.00	Tri State Specialties
14 B - Elevators	\$93,999.00	Inc in Base Bid	\$93,999.00	Otis Elevator
21 A - Fire Protection	\$106,163.00	\$1,062.00	\$107,225.00	NOVA
23 B - Combined Mechanical (Plumb/HVAC)	\$2,591,000.00	\$13,200.00	\$2,604,200.00	Manning Mechanical
26 A - Electrical	\$1,469,000.00	Inc in Base Bid	\$1,469,000.00	Dakota Electrical Const.
31 A - Site Clearing & Earthwork	\$425,000.00	Inc in Base Bid	\$425,000.00	KPH, Inc
32 A - Asphalt Paving	\$168,718.00	Inc in Base Bid	\$168,718.00	Border States Paving
32 B - Concrete Paving	\$382,244.00	\$7,644.88	\$389,888.88	All Finish Concrete
32 D - Fence Package	\$49,804.00	Inc in Base Bid	\$49,804.00	Dakota Fence
32 F - Landscape & Irrigation	\$222,300.00	Need confirmation	\$222,300.00	S&S Landscaping
33 A - Site Utilities Package	\$250,000.00	Inc in Base Bid	\$250,000.00	KPH, Inc



West Fargo Fire Department Headquarters

3-21-2022

	BIDS	BOND	TOTAL	CONTRACTOR
01 A - Testing & Inspections	\$45,618.00	Need confirmation	\$45,618.00	Braun Intertec
01 B - Temporary Electric	\$35,000.00		\$35,000.00	Allowance
01 C - Temporary Utilities	\$80,000.00		\$80,000.00	Allowance
01 E - Fence & Barriers	\$24,000.00		\$24,000.00	Allowance
01 G - Field Engineering	\$25,000.00		\$25,000.00	Allowance
01 H - Construction Clean/Waste Management	\$64,485.00		\$64,485.00	Allowance
01 J - Final Clean	\$26,691.00		\$26,691.00	Allowance
03 A - Concrete	\$1,362,465.00	\$27,249.30	\$1,389,714.30	All Finish Concrete
03 B - Structural Precast	\$209,144.00	Inc in Base Bid	\$209,144.00	Taracon Precast
03 D - Polished Concrete	\$30,550.00	Need confirmation	\$30,550.00	Quality Coatings
04 A - Masonry	\$1,004,152.00		\$1,004,152.00	Allowance
05 A - Structural Steel Material	\$1,082,310.00	\$6,900.00	\$1,089,210.00	Ben's Structural Fab
05 B - Structure Steel Erection	\$272,385.00	\$5,130.00	\$277,515.00	Ledgestone
05 C - Cold Formed Metal Framing	\$850,000.00	Inc in 09A	\$850,000.00	RTL Construction
05 D - Miscellaneous Metals	\$481,690.00	Inc in 05A	\$481,690.00	Ben's Structural Fab
06 A - Carpentry Package	\$456,800.00	\$15,000.00	\$471,800.00	Grafstrom Construction
06 D - Architectural Millwork	\$141,759.00	Inc in Base Bid	\$141,759.00	Woodside Industries
07 A - Waterproofing	\$83,200.00		\$83,200.00	Allowance
07 D - Exterior Weather Barrier	\$92,468.00		\$92,468.00	Allowance
07 F - Metal Panel/Roof	\$214,238.00	\$5,800.00	\$220,038.00	Minnkota Arch Products
07 H - Roofing	\$1,181,900.00	\$11,819.00	\$1,193,719.00	Herzog Roofing
07 K - Joint Sealant	\$126,000.00	\$1,890.00	\$127,890.00	Ellenson Caulking
08 A - Door/Frame/Hardware Package	\$197,317.00	Inc in Base Bid	\$197,317.00	House of Glass
08 E - Traffic Doors/Overhead/Folding/Coiling	\$329,085.00	\$16,455.00	\$345,540.00	PS Garage Doors
08 F - Entrances/Storefront/Curtainwall	\$358,750.00	\$3,049.00	\$361,799.00	Rusco
08 J - Skylight	\$25,600.00		\$25,600.00	Allowance
09 A - Drywall	\$539,968.00	\$24,000.00	\$563,968.00	RTL Construction
09 B - Tile	\$32,000.00	\$1,900.00	\$33,900.00	I'll Tile & Stone
09 C - Ceiling & Acoustical Treatment	\$222,909.00		\$222,909.00	Allowance
09 D - Flooring	\$79,795.00	\$2,750.00	\$82,545.00	All States Flooring
09 K - Painting & Wall Covering	\$187,745.00	\$500.00	\$188,245.00	Morris Painting
10 E - Accordion & Folding Partitions	\$53,718.00	\$1,800.00	\$55,518.00	Tri State Specialties
12 B - Window Treatment	\$39,350.00		\$39,350.00	Allowance
14 B - Elevators	\$93,999.00	Inc in Base Bid	\$93,999.00	Otis Elevator
21 A - Fire Protection	\$106,163.00	\$1,062.00	\$107,225.00	NOVA
23 B - Combined Mechanical (Plumb/HVAC)	\$2,591,000.00	\$13,200.00	\$2,604,200.00	Manning Mechanical
26 A - Electrical	\$1,469,000.00	Inc in Base Bid	\$1,469,000.00	Dakota Electrical Const.
31 A - Site Clearing & Earthwork	\$425,000.00	Inc in Base Bid	\$425,000.00	KPH, Inc
32 A - Asphalt Paving	\$168,718.00	Inc in Base Bid	\$168,718.00	Border States Paving
32 B - Concrete Paving	\$382,244.00	\$7,644.88	\$389,888.88	All Finish Concrete
32 D - Fence Package	\$49,804.00	Inc in Base Bid	\$49,804.00	Dakota Fence
32 F - Landscape & Irrigation	\$222,300.00	Need confirmation	\$222,300.00	S&S Landscaping
33 A - Site Utilities Package	\$250,000.00	Inc in Base Bid	\$250,000.00	KPH, Inc
KA Site Management/Staffing	\$574,619.00		\$574,619.00	Kraus-Anderson
Building Permit	\$65,261.25		\$65,261.25	
Contingency	\$0.00		\$0.00	
Preconstruction Services	\$12,133.00		\$12,133.00	
Construction Fee - 1.75%	\$286,410.83		\$286,410.83	
CONSTRUCTION TOTAL	\$16,652,744.08	\$146,149.18	\$16,798,893.26	

**West Fargo Fire
Department Headquarters**

FIN051

		Budget 10/11/21	Bid 03/4/22	Difference
1. ADMINISTRATIVE & LEGAL EXPENSES	Total:	\$ 21,000	\$ 21,000	\$ -
City of West Fargo Plan Review (to be determined)		10,000	10,000	-
Bid Advertisement		1,000	1,000	-
General Attorney/Legal Review Fees		10,000	10,000	-
2. ARCHITECTURE-ENGINEERING SERVICES	Total:	\$ 1,052,979	\$ 1,180,709	\$ (127,730)
Architectural & Engineering Services		1,047,979	1,175,709	(127,730)
Reimbursable - Printing & Postage Only		5,000	5,000	-
3. OTHER ARCHITECTURE & ENGINEERING SERVICES	Total:	\$ 56,000	\$ 56,250	\$ (250)
Site/Topographical Survey (Allowance)		6,000	6,000	-
Soil Testing & Geotechnical Report (Reimbursable)		5,000	5,250	(250)
Environmental Site Assessment		-		-
Environmental Report		-		-
Parking Study		-		-
Commissioning Services (1% of Mechanical Construction Cost Budgeted)		36,000	36,000	-
ALTA Survey (if required)		9,000	9,000	-
4. PROJECT INSPECTION COSTS	Total:	\$ -	\$ -	\$ -
Material Testing/Inspections (included in construction costs)		-	-	-
5. SITE & BUILDING CONSTRUCTION BUDGET *	Total:	\$ 14,971,131	\$ 16,798,893	\$ (1,827,762)
CMA Fees (1.75% of GMP Budgeted - to be confirmed) *		Included	Included	Included
General Conditions (4.12% of GMP Budgeted - to be confirmed) *		Included	Included	Included
Building & Site Construction (UG Parking Included) *		14,971,131	16,795,844	(1,824,713)
6. Value Engineering	Total:		\$ (896,000)	\$ 896,000
7.CONSTRUCTION CONTINGENCY (% of Construction Costs)		\$ 748,556.55	\$ 375,000.00	\$ 373,556.55
8. FURNITURE, FIXTURES, & EQUIPMENT (FF&E)	Total:	\$ 450,000	\$ 641,000	\$ (191,000)
9. MISCELLANEOUS		\$ -	\$ 500,000	\$ (500,000)
Signal Light at 9th Street/10th Avenue (not included in 10/11/21 estimate)		-	500,000	(500,000)
TOTAL PROJECT COST		\$ 17,299,667	\$ 18,675,328	\$ (1,375,661)

City of West Fargo
Fire Headquarters Project

SOURCE OF FUNDS

Bond Proceeds	\$ 10,000,000
Bond Premium	
General Fund Reserve	4,700,000
Capital Sales Tax Reserve-Fire Hall	3,500,000
Capital Sales Tax Reserve-Signal Lights	500,000
Other	
Total Source of Funds	\$ 18,700,000

USE OF FUNDS

Fire Hall Construction	\$ 18,055,328
Value Engineering Opportunities	(896,000)
Contingency	375,000
Furniture, Fixtures & Equipment	641,000
Signal Lights	500,000
Other	
Total Use of Funds	\$ 18,675,328
Project Surplus/(Deficit)	\$ 24,672



To: West Fargo City Commission
From: Matt Andvik, Public Works Director
Date: Monday March 21st 2022
Subject: Budget Amendment for West Fargo Sanitation Utility Rate and Operations Study
Action: Approve the Sanitation Utility Rate and Operations Study and Award the contract to Burns McDonnell and Burian Associates LLC.

Commission President

Bernie Dardis

Primary Portfolio:
Administration/Finance

Secondary Portfolio:
Street, Water and Sewer

Commission Vice President

Brad Olson

Primary Portfolio:
Street, Water and Sewer

Secondary Portfolio:
Sanitation

Commissioner

Eric Gjerdevig

Primary Portfolio:
Planning, Zoning and Engineering

Secondary Portfolio:
Administration/Finance

Commissioner

Mark Simmons

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner

Mandy George

Primary Portfolio:
Sanitation

Secondary Portfolio:
Police and Fire

City Administrator

Tina Fisk

Summary and Recommendation:

The growth of our community that has gone from 21,500 people in 2008, to over 36,500 people a decade later. To help our Sanitation Department deal with this growth and plan for the future. We would like to conduct a Sanitation Utility Rate and Operations Study. In January of this year with published an RFP for the Study. This Study is to look at Seven main points:

1. Project Management
2. Existing Conditions
3. Operation Service Analysis
4. Infrastructure Analysis
5. Utility Rate Analysis
6. Goals, Objectives and Policies
7. Implementation Plan

We received five proposals for this study. Our five-person selection committee, made up of, Commissioner Amanda George, Public Director Matt Andvik, Finance Director Jim Larson, Sanitation Manager Logan Jacobson, and Operations Manager Brian Matzke reviewed and scored the proposals. Burns McDonnell and Burian Associates LLC was selected as the best proposal.

We recommend approving The Sanitation Utility Rate and Operations Study and awarding the contract to Burns McDonnell and Burian Associates LLC.

Policy Analysis:

The Sanitation Utility Rate and Operations Study will help us better understand where and how we can improve our day to day operations and streamline our process to be more efficient. It will give us a plan for our rates, so we can adequately fund day to day operations as well as maintain our fleet. This will also give us guidance to future needs in buildings, equipment, and employees

to continue to grow with the city. We have not had a Sanitation rate increase since 2019. The study will provide a basis for any rate increase and a plan to implement it.

Financial Analysis:

We estimated a cost of the Sanitation Utility Rate and Operations Study at \$100,000. The bid submitted from to Burns McDonnell and Burian Associates LLC was \$99,293. This would be paid from the Sanitation funds. We request a budget amendment in the amount of \$100,000 in the Sanitation Fund. We reviewed with the City Administrator and Finance Director and we have the available funds to cover the cost.

Process/Timeline:

Once approved, staff will work with to Burns McDonnell and Burian Associates LLC. to start study as soon as possible, with the goal of completing within six months of awarding the contract.



To: West Fargo City Commission
From: Public Works Director, Matthew Andvik
Date: March 21, 2022
Subject: Main Avenue Tree Planting
Action: Approve Contract for the Main Avenue Tree Planting.

Commission President

Bernie Dardis

Primary Portfolio:
Administration/Finance

Secondary Portfolio:
Street, Water and Sewer

Commissioner

Brad Olson, Vice President

Primary Portfolio:
Street, Water and Sewer

Secondary Portfolio:
Police and Fire

Commissioner

Eric Gjerdevig

Primary Portfolio:
Planning, Zoning and Engineering

Secondary Portfolio:
Administration/Finance

Commissioner

Mark Simmons

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner

Mandy George

Primary Portfolio:
Sanitation

Secondary Portfolio:
Police and Fire

City Administrator

Tina Fisk

Summary and Recommendation:

In 2016 the tree planting was not done as part of the DOT project on Main Ave. The Main Ave tree planting was one of three tree plantings identified in the CIP. We would like to move forward with the tree plantings from just West of Sheyenne Street to 21st ST NW. We have received several requests from companies in the area to plant trees. This project is too large for us to handle the plantings in house. We reached out to the business that are in the project area for feedback. I have included a letter from the Urban Forestry Committee in support of this project. I am requesting the Commission approve the tree planting project on Main Avenue and approval to award the contract to Green Earth LLC.

Policy Analysis:

This project was identified in the CIP to be completed after the DOT project had been finished. We published an RFP for this planting and received 4 bid proposals. The RFP's were reviewed by Engineering and the Forestry department. Green Earth LLC, was selected as the winning proposal due to lowest price with no alternate species in their proposal. Their proposed price for the tree planting was \$130,754. Our estimated cost for this project in the CIP was \$150,000.

Financial Analysis:

This project would fall under the CIP and be funded by Capital Improvement Sales Tax. The total cost for this project would be 130,754.

Process/Timeline:

If approved by the Commission, the plantings will be done this fall. Planting would start in the spring and would be 3-6 weeks in duration.



Project Sections

Section 3b Section 3a Section 2b Section 2a Section 1b Section 1a



Tree Count

Prairie Expedition Elm - <i>Ulmus americana</i> 'Lewis & Clark'	11	Spring Snow Crabapple - <i>Malus</i> 'Spring Snow'	17
Espresso Kentucky Coffee Tree - <i>Gymnocladus dioicus</i> 'Espresso-JFS'	17	Crimson Spire Oak - <i>Quercus</i> 'Crimschmidt'	29
Northern Acclaim Honeylocust - <i>Gleditsia triacanthos</i> var. <i>inermis</i> 'Harve'	18	Japanese Tree Lilac - <i>Syringa reticulata</i>	30
Common Hackberry - <i>Celtis occidentalis</i>	26	Street Keeper Honeylocust - <i>Gleditsia triacanthos</i> 'Draves' PP 21698	27
Harvest Gold Linden - <i>Tilia mongolica</i> 'Harvest Gold'	17	CoralBurst Crabapple - <i>Malus</i> x 'Coralcole'	23
Prairie Stature Oak - <i>Quercus x bimundorum</i> 'Midwest'	21	Hot Wings Maple - <i>Acer tataricum</i> 'GarAnn'	26
Amur Maple - <i>Acer ginnala</i>	14	Total	276

Main Ave. Planting Plan

Section

1a

19 Trees



- Prairie Expedition Elm (1)
- Espresso K. Coffeetree (2)
- Northern Acclaim Honeylocust (3)
- Hackberry (3)
- HG Linden (1)
- Prairie Stature Oak (2)
- Amur Maple (2)
- Spring Snow Crabapple (0)
- Crimson Spire Oak (0)
- Jap. Tree Lilac (1)
- Street Keeper Honeylocust (4)
- Coralburst Crabapple (0)
- Hot Wings Maple (0)

1b

49 Trees



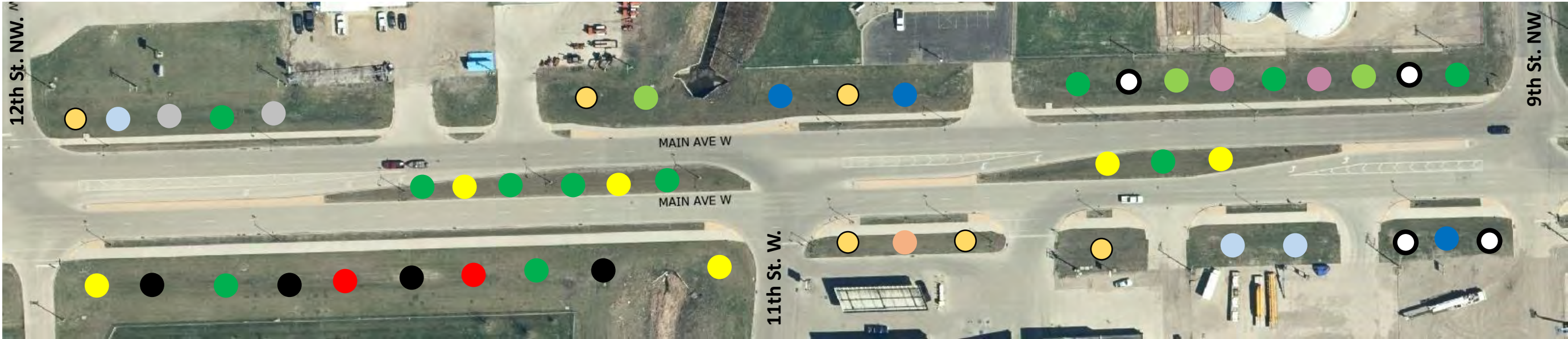
- Prairie Expedition Elm (0)
- Espresso K. Coffeetree (1)
- Northern Acclaim Honeylocust (0)
- Hackberry (3)
- HG Linden (1)
- Prairie Stature Oak (2)
- Amur Maple (4)
- Spring Snow Crabapple (3)
- Crimson Spire Oak (5)
- Jap. Tree Lilac (8)
- Street Keeper Honeylocust (9)
- Coralburst Crabapple (5)
- Hot Wings Maple (8)

Main Ave. Planting Plan

Section

2a

47 Trees



- Prairie Expedition Elm (2)
- Espresso K. Coffeetree (1)
- Northern Acclaim Honeylocust (6)
- Hackberry (11)
- HG Linden (0)
- Prairie Stature Oak (4)
- Amur Maple (2)
- Spring Snow Crabapple (4)
- Crimson Spire Oak (3)
- Jap. Tree Lilac (2)
- Street Keeper Honeylocust (6)
- Coralburst Crabapple (3)
- Hot Wings Maple (3)

2b

58 Trees



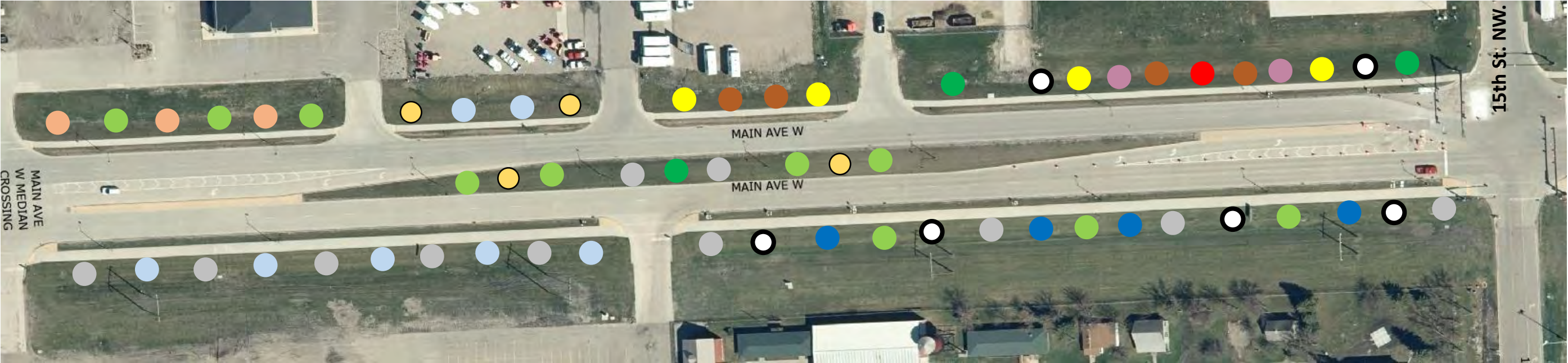
- Prairie Expedition Elm (5)
- Espresso K. Coffeetree (6)
- Northern Acclaim Honeylocust (3)
- Hackberry (4)
- HG Linden (9)
- Prairie Stature Oak (11)
- Amur Maple (0)
- Spring Snow Crabapple (0)
- Crimson Spire Oak (7)
- Jap. Tree Lilac (4)
- Street Keeper Honeylocust (2)
- Coralburst Crabapple (2)
- Hot Wings Maple (5)

Main Ave. Planting Plan

Section

3a

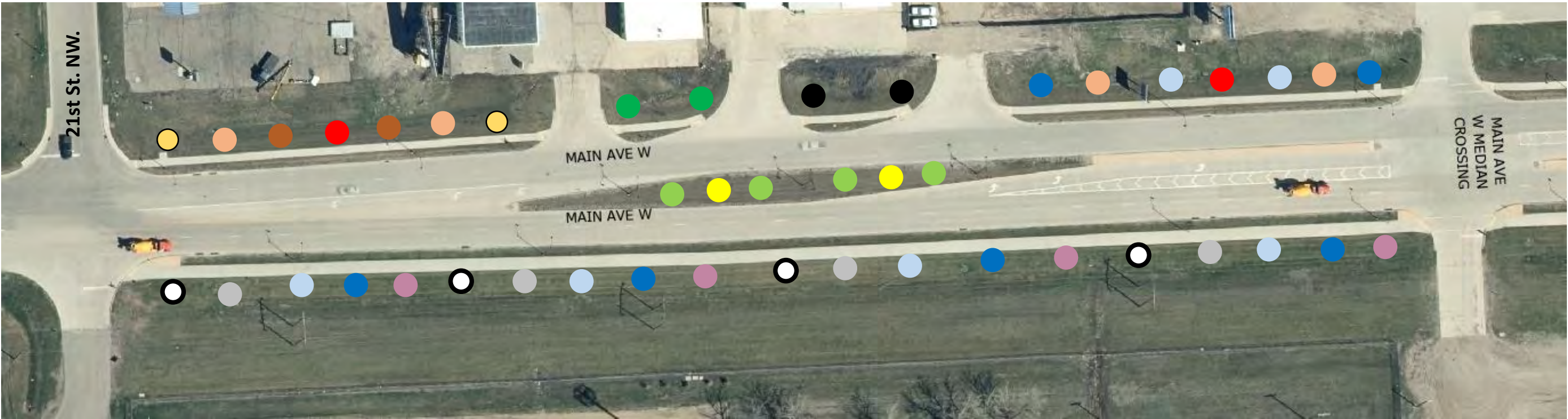
59 Trees



- Prairie Expedition Elm (1)
- Espresso K. Coffeetree (3)
- Northern Acclaim Honeylocust (4)
- Hackberry (3)
- HG Linden (4)
- Prairie Stature Oak (0)
- Amur Maple (2)
- Spring Snow Crabapple (6)
- Crimson Spire Oak (10)
- Jap. Tree Lilac (11)
- Street Keeper Honeylocust (4)
- Coralburst Crabapple (7)
- Hot Wings Maple (4)

3b

44 Trees



- Prairie Expedition Elm (2)
- Espresso K. Coffeetree (4)
- Northern Acclaim Honeylocust (2)
- Hackberry (2)
- HG Linden (2)
- Prairie Stature Oak (2)
- Amur Maple (4)
- Spring Snow Crabapple (4)
- Crimson Spire Oak (4)
- Jap. Tree Lilac (4)
- Street Keeper Honeylocust (2)
- Coralburst Crabapple (6)
- Hot Wings Maple (6)



August 12th, 2021

RE: Main Ave. W. Planting Project

To whom it may concern:

At the August 10th, 2021 Urban Forestry Committee meeting the committee approved a recommendation for the planting of Main Ave. W. as a Capital Improvement Project (CIP). The approved motion included the estimated cost of \$150,000 and would include approximately 290 trees. The roadway was reconstructed in 2016 and to date no plantings have been installed. The scale of the project is too large to handle internally and it is recommended to contract this project out as a Capital Improvement Project in 2022.

Sincerely,

Urban Forestry Committee
Mary Beth Odegaard, Committee President
Dave Janssen, Committee VP



Subject: City of West Fargo proposal to plant trees along Main Avenue W.

Monday, January 3rd, 2022

Dear Property Owner:

The City of West Fargo Forestry Department is planning to plant boulevard trees along Main Avenue W. adjacent to your property. The project will be installed in the spring of 2022 and will include around 300 trees. The project's funding will come from the City's capital improvement sales tax funds.

The project was recommended by the City's Urban Forestry Committee, as the road was reconstructed in 2016 and no trees and/or landscaping has been installed yet. Trees benefit communities by improving air quality, filtering rainwater, providing shade and natural habitats, enhancing esthetics and increasing property values. This effort will help the City in reaching its goal of increasing the City's 2.7 % tree canopy coverage to 20% by 2030.

At this time in the project, the department would like to receive your questions and comments about the proposed project for our planning purposes. Please submit any feedback by Friday, Jan. 21st, 2022, by phone at (701) 515-5400 or email at chad.zander@westfargond.gov.

Sincerely,

A handwritten signature in dark ink that reads "Chad Zander".

Chad Zander, City Forester
City of West Fargo



"Consent" or "Regular"
Agenda Item?
[Regular]

Commission President

Bernie Dardis
Primary Portfolio:
Administration/Finance
Secondary Portfolio:
Street, Water and
Sewer

**Commission
Vice President**

Brad Olson
Primary Portfolio:
Street, Water and
Sewer
Secondary Portfolio:
Sanitation

Commissioner

Eric Gjerdevig
Primary Portfolio:
Planning, Zoning and
Engineering
Secondary Portfolio:
Administration/Finance

Commissioner

Mark Simmons
Primary Portfolio:
Police and Fire
Secondary Portfolio:
Planning, Zoning and
Engineering

Commissioner

Mandy George
Primary Portfolio:
Sanitation
Secondary Portfolio:
Police and Fire

City Administrator

Tina Fisk

To: West Fargo City Commission

From: Dustin T. Scott, City Engineer

Date: March 21, 2022

Subject: District No. 1337 – Wilds 21st Addition

Action: Approve Amended Engineer's Report, Approve Task Order 50-1, and Authorize Engineer to prepare Plans and Specs.

New Information and Recommendation:

As directed by the City Commission, the Engineer's Report has been amended to include the recently petitioned improvements for the remaining lots in The Wilds 21st Addition.

This also prompted the need to replace Task Order 50, which only included services relating to drainage improvements along the diversion channel. Task order 50-1 incorporates the revised work identified as "Phase 2" in the amended Engineer's Report.

The following documents are attached for review/consideration:

- Amended Engineer's Report
- Task Order 50-1
- Resolution Directing Engineer to prepare Amended Engineer's Report
- Resolution Accepting Amended Engineer's Report
- Resolution Directing Engineer to prepare Plans and Specifications

Staff Recommendation: Approve the Amended Engineer's Report, Approve Task Order 50-1, and Authorize Engineer to prepare Plans and Specifications.

Review Committee voted unanimously in favor of the above recommendation during their meeting on March 8, 2022

Previously Presented Information and Commission Actions:

February 7, 2022 - Westport Investments, LLC submitted another petition for improvements to service the remaining portion of the Wilds 21st Addition. Staff proposes to add this work to Improvement District 1337, which was created in 2021 and is already under construction. This would require an amendment to the Engineer's Report, but the district boundary would not be changed.

- **Staff Recommendation:** Accept the "Petition for Improvements" and direct engineering to prepare an amendment to the Engineer's Report.
- **City Commission Action:** Commissioner Olson moved and Commissioner Gjerdevig seconded to approve. Commissioner Simmons was absent and not voting. No opposition, motion carried.

February 22, 2022 – Following the acceptance of the new petition, a formal resolution was drafted and placed on "Consent" agenda.

- **Staff Recommendation:** Accept Resolution Declaring Petition for Improvements Received.
- **City Commission Action:** Commissioner Olson moved, and Commissioner George seconded to approve. Commissioner Gjerdevig was absent and not voting. No opposition, motion carried.

Amended Engineer's Report

(Pursuant to N.D.C.C. 40-22-10)

Improvement District No. 1337

(Wild's 21st Addition)

New Water Supply, Sewerage, Street Systems and Incidentals

General Nature (Scope)

This new multiphase project will see a significant portion of the remaining agricultural land south of 52nd Avenue West converted to residential subdivision. The overall area is currently planned to consist of 270 single family lots, two multiple dwelling unit lots, one West Fargo Park District lot, and the last City Pond lot. Work will include New Water Supply, Sewerage, Street Systems and Incidentals located within the proposed Wilds 21st Addition subdivision. This project will address the work shown in phases one through three of the attached Feasibility Study.

The feasibility study has been amended to show the infrastructure improvements for the remaining lots of the Wilds 21st plat installed, drainage improvements and culvert removals along the Horace Diversion completed, and the large clay stockpile moved to accommodate the final residential lots, in a newly revised Phase 2. This phase of the project is intended to complete public infrastructure construction in the current Wilds subdivisions south of 52nd Avenue.

Purpose

The developer, Eagle Ridge Development, has expressed that their market analysis demonstrates the need for additional residential properties in this area to meet current demands and inventory. This project will provide city services to 70.99 acres of properties to include water and sewer mains, storm sewer, streets and sidewalks installed to West Fargo Standards and Specifications.

Feasibility

Existing infrastructure in the area is currently established to allow service as shown in the subdivision Feasibility Study, and the project is consistent with the City of West Fargo Comprehensive Plan. The project is constructible and funding would be accomplished via the special assessment process.

Estimate of Probable Cost

Construction		\$ 9,050,000
Phase I		
Contract Amount	\$ 3,731,528.58	
Contingency (~10%)	\$ 368,471.42	
Construction Total	\$ 4,100,000	
Phase 2		
Bid Proposal Items	\$ 4,303,000	
Contingency (~15%)	\$ 647,000	
Construction Total	\$ 4,950,000	
Consultant (Design/Construction, Study & Report, Additional Services, Permitting)		\$1,272,480
Hookup Fees		\$ 215,100
Wetland Mitigation Credits		\$ 50,000
Legal & Administration		\$ 452,500
Bonding/Interest		\$ 355,500
Total Estimated Cost		\$ 11,395,580

Source of Funds

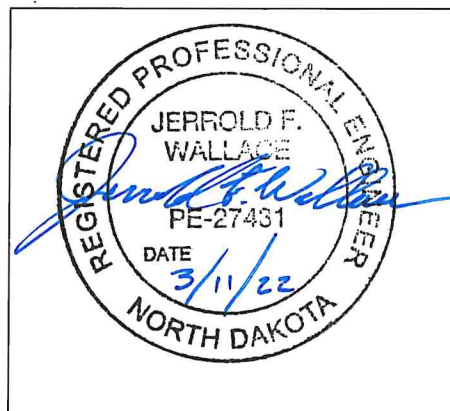
Special Assessments	\$ 11,395,580
City Funds	\$ 0
Total	\$ 11,395,580

Supporting Documents (available upon request)

- A. C.I.P. Project Summary
- B. Itemized Estimate of Probable Cost
- C. Consultant's feasibility report
- D. Maps, Drawings, Etc.
- E. Photos

The proposed improvements are cost effective and will adhere to city policies as well as applicable state and/or federal regulations.


Jerrold F. Wallace, P.E.
ND Registration No. 27431



TASK ORDER

This is Task Order No. 50-1
consisting of 5 pages.

Task Order 50-1

In accordance with Paragraph 8 of the Master Agreement for Professional Services, dated May 1, 2018 and approved by the West Fargo City Commission ("Commission") on September 4, 2018 ("Agreement"), the City of West Fargo ("City") and Moore Engineering, Inc. ("Engineer" or "MEI") agree as follows:

1. Background Data

- a. Effective Date of Task Order: March 10, 2022
- b. City: City of West Fargo
- c. Engineer: Moore Engineering, Inc. ("MEI")
- d. Specific Project (title): Improvement District 1337 – New Sewerage Systems, Grading and Incidentals; Diversion Drainage Improvements
- e. Specific Project (description): Phase 2 of The Wilds 21st Addition
- F. Project Background: Originally TO #50 included only the diversion drainage improvements. Since that TO was approved, the Developer has petitioned the City for public improvements to complete The Wilds 21st Development. This TO adds to this project the additional improvements that have been petitioned.

2. Services of Engineer

The specific services to be provided or furnished by Engineer under this Task Order are as follows:

A. *Additional Commissioning Phase*

1. Record Drawing Administration

- a. Increased fee from the original TO 50 as the original TO was only for the diversion drainage improvements. Adding in the current petitioned project components (streets, utilities...etc.) to the original scope of work increases the amount of work considerably.
- b. Prepare and furnish to Owner GIS shapefiles showing appropriate record information based on Project annotated record documents received from Contractor. GIS shapefiles shall include survey ("gps") points on significant surface infrastructure features including manholes, catch basins, curb stops, valves, hydrants, and street lights. The infrastructure will be moved to these locations in GIS. GIS shapefiles will be supplied to City for use within their webmap.

3. City's Responsibilities

City shall have those responsibilities as follows:

- A. City shall make decisions and carry out its other responsibilities in a timely manner and shall bear all costs incident thereto so as not to unreasonably delay or interfere with the services of MEI
- B. City shall be responsible for, and MEI may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by City to MEI pursuant to this Agreement. MEI may use such requirements, reports, data, and information in performing or furnishing services under this Agreement. Nothing in this paragraph shall be construed to require MEI to affirmatively determine the accuracy of information that is prepared for City by other licensed professionals (including, but not limited to, land surveyors, geotechnical engineers, accountants, insurance and surety professionals, and attorneys) who are not engaged directly by MEI.
- C. City shall provide for MEI's right to enter the property owned by City and/or others in order for MEI to fulfill its services.

4. Task Order Schedule

In addition to any schedule provisions provided in the Services of Engineer or elsewhere, the parties shall meet the following schedule:

- A. The anticipated start date for these services is upon execution of the Task Order or as specified below.
- B. The anticipated completion for these services is as follows:
 - 1. Additional Record Drawing Administration shall be completed at the request of the Owner.

5. Payments to Engineer

- A. City shall pay Engineer for services rendered under this Task Order as follows:
 - 1. Compensation for services defined in the Scope of Work shall be on a Time and Material basis in accordance with the Standard Hourly Rates shown in Exhibit B of the Agreement.
 - 2. Estimates for the Compensation for the applicable Scope of Work are as follows:

TASK CATEGORY & TASK	TASK ORDER NO.	PREVIOUS FEE (\$)	INCREASED FEE (\$)	AMENDED MAXIMUM FEE (\$)
Additional Commissioning Phase Services				
Additional Record Drawings Administration	50 50-1	\$2,000	\$6,400	\$8,400
ADDITIONAL SERVICES SUBTOTAL (TO 50-1)			\$6,400	\$8,400

- B. Compensation for services outlined in the Preliminary Design, Final Design, Bidding or Negotiation, Construction, Post-Construction, and Commissioning Phases shall be made according the following table:

Project Type	Preliminary Design, Final Design, Bidding or Negotiation Phases (% of Final Construction Contract Value plus value of any alternates designed but not constructed)	Construction, Post-Construction, and Commissioning Phases (% of Final Construction Contract Value)
Projects designed and constructed in accordance with NDDOT requirements	6%	6%
All other projects	5.5%	5.5%
Task Order 50 – Original Estimated Value of Final Construction Contract		\$375,000
Task Order 50 – Original Estimated Compensation based on 11% of Construction		\$41,250
Task Order 50-1 - Estimated Value of Final Construction Contract		\$5,464,000
Task Order 50-1- Estimated Compensation based on 11% of Construction*		\$601,000

*This includes original work from TO 50.

- C. The terms of payment are set forth in Paragraphs 15 and 16 of the Agreement.

Services to be Provided	Estimated Compensation
TO 50 Original Additional Services Subtotal	\$2,000
TO 50 Original Estimated Compensation based on 11% of Construction	\$41,250
Original TO 50 Engineering Services	\$42,250
TO 50-1 Total Additional Services Subtotal	\$8,400
TO 50-1 Estimated Total Compensation based on 11% of Construction	\$601,000
TOTAL PROJECT ESTIMATED COMPENSATION*	\$609,400
Total Increase in Fees from TO 50 to TO 50-1	\$567,150

*Includes original TO 50 work

6. Consultants retained as of the Effective Date of the Task Order: None
7. Other Modifications to Agreement and Exhibits: None
8. Attachments: None
9. Other Documents Incorporated by Reference: None

10. Terms and Conditions

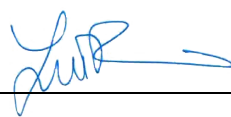
Execution of this Task Order by City and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order 50-1 is March 10, 2022.

CITY: _____

ENGINEER: _____

By: _____

By:  _____

Print Name: _____

Print Name: Lee Beauvais, PE

Title: _____

Title: Chief Operations Officer

Engineer License or Firm's 011C
Certificate No. (if required): _____
State of: North Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: _____

Name: Dan Hanson, PE

Title: _____

Title: Senior Project Manager

Address: 800 4th Ave E. Suite #1
West Fargo, ND 58078

Address: 925 10th Avenue East,
West Fargo, ND 58078

E-Mail @westfargond.gov
Address: _____

E-Mail Dan.Hanson@mooreengineeringinc.com
Address: _____

Phone: _____

Phone: (701) 282-4692

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER TO PREPARE AMENDED REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of water main, sanitary sewer, storm sewer, streets, lot services, and other essential infrastructure necessary to service the properties in connection with the above specified improvements, be constructed and made in Improvement District No. 1337 – New Water Supply, Sewerage, Street Systems; and Incidentals of the City of West Fargo, the City hereby directs Dustin T. Scott, the Engineer for the City of West Fargo and being a competent engineer, to prepare an amended report as to the general nature, purpose and feasibility of the proposed project and an estimate of the probable cost of the work.

Dated: March 21, 2022

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. On roll call vote the following commissioners voted aye: _____. The following commissioners voted nay: _____. The following commissioners were absent and not voting: _____. The majority having voted aye, the motion carried and the resolution was duly adopted.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING AMENDED ENGINEER'S REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the amended report of the Engineer for the City of West Fargo as to the general nature, purpose and feasibility along with an estimate of the probable cost of the work has been filed with this Board and that the same is hereby approved as amended for Improvement District 1337 – New Water Supply, Sewerage, Street Systems, and Incidentals.

Dated: March 21, 2022

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____. The following commissioners were absent and not voting: _____. The following commissioners voted nay: _____. The majority having voted aye, the motion was carried and the resolution was duly adopted.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER
TO PREPARE PLANS AND SPECIFICATIONS

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of water main, sanitary sewer, storm sewer, streets, lot services, and other essential infrastructure necessary to service the properties in connection with the abvoce specified improvements, be constructed and made in Improvement District No. 1337 – New Water Supply, Sewerage, Street Systems, and Incidentals of the City of West Fargo, the City hereby directs Dustin T. Scott, the Engineer for the City of West Fargo and being a competent engineer, to prepare plans and specifications for such work.

Dated: March 21, 2022

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____. The following commissioners were absent and not voting: _____. The following commissioners voted nay: _____. The majority having voted aye, the motion was carried and the resolution was duly adopted.



"Consent" or "Regular"
Agenda Item?
[Regular]

To: West Fargo City Commission

From: Dustin T. Scott, City Engineer

Date: March 21, 2022

Subject: District No. 1339 – Stockyards 1st Addition

Action: Approve Amended Engineer's Report, Approve Task Order 49-2, and Authorize Engineer to prepare Plans and Spec's

Commission President

Bernie Dardis

Primary Portfolio:

Administration/Finance

Secondary Portfolio:

Street, Water and Sewer

Commission

Vice President

Brad Olson

Primary Portfolio:

Street, Water and Sewer

Secondary Portfolio:

Sanitation

Commissioner

Eric Gjerdevig

Primary Portfolio:

Planning, Zoning and

Engineering

Secondary Portfolio:

Administration/Finance

Commissioner

Mark Simmons

Primary Portfolio:

Police and Fire

Secondary Portfolio:

Planning, Zoning and

Engineering

Commissioner

Mandy George

Primary Portfolio:

Sanitation

Secondary Portfolio:

Police and Fire

City Administrator

Tina Fisk

New Information and Recommendation:

In light of changing market conditions and other current events, the developer decided to modify development plans. They are now proposing the majority of the infrastructure to be privately installed and maintained. This causes a significant reduction in scope for work identified in Improvement District 1339, which was created last year. To reflect the new scope, staff has been working with Moore Engineering to amend the Engineer's Report and draft a new task order (49-2).

The following documents are attached for review/consideration:

- Amended Engineer's Report
- Developer Endorsement Letter
- Task Order 49-2
- Resolution Directing Engineer to prepare Amended Engineer's Report
- Resolution Accepting Amended Engineer's Report

Staff Recommendation: Approve the Amended Engineer's Report, approve Task Order 49-2, and authorize the Engineer to prepare Plans and Specifications.

Review Committee voted unanimously in favor of the above recommendation during their meeting on March 8, 2022

Previously Presented Information and Commission Actions:

September 7, 2021-

- **Staff Recommendation:** Approve Task Order No. 49-1 in the amount of \$267,630 for Improvement District No. 1339
- **Commission Action:** Commissioner Gjerdevig moved and Commissioner Simmons seconded to approve. No opposition, motion carried.

August 16, 2021 -

- **Staff Recommendation:** Create Improvement District No. 1339; Direct Engineer to prepare report; Approve Engineer's Report (\$2,900,000); Approve Task Order No. 49 (\$60,500); AND Direct Engineer to prepare Plans and Specifications.
- **Commission Action:** Commissioner Simmons moved and Commissioner Olson seconded to approve. Commissioner George was absent and not voting. No opposition, motion carried.

June 21, 2021-

- **Staff Recommendation:** Create Improvement District No. 1339; Direct Engineer to prepare report; Approve Engineer's Report; Approve Task Order No. 49, AND Direct Engineer to prepare Plans and Specifications.
- **Commission Action:** Commissioner Olson moved, No second. Motion failed due to lack of a second. Commissioner Gjerdevig was absent and not voting.

May 17, 2021-

- **Staff Recommendation:** Accept "Petition for Improvements" and authorize preliminary engineering
- **Commission Action:** Commissioner Simmons moved and Commissioner Olson seconded to approve. No opposition, motion carried.

Amended Engineer's Report

(Pursuant to N.D.C.C. 40-22-10)

Improvement District No.

1339 – New Water Supply, Sewerage, Street Systems; and Incidentals

General Nature (Scope)

This multi-phase project will see the old cattle stockyards east of 9th St NW (formerly County Highway 19) develop into heavy industrial usage. The existing area consists of a single large 81.8 acre parcel that surrounds existing heavy industrial sites and the Sheyenne River. The recently revised plat of the Stockyards 1st Addition consists of 3 lots serviced entirely by privately installed and maintained infrastructure. Previous proposals involved public right of way dedication for street systems and city maintained underground utilities. The revised scope includes public improvements to extend utility infrastructure to the property and would include wetland permitting and mitigation.

Purpose

The developer for this project is GS5, LLC. They have expressed that their market analysis demonstrates the need for additional heavy industrial properties in West Fargo to meet current demands. The project will enable the connection of sanitary sewer and water main to service the private system.

Feasibility

The majority of the existing infrastructure in the area is set up to service the property. The revised scope and feasibility study drastically reduces the work to be completed as part of the public improvement project and increases the responsibility of the developer to maintain the proposed private infrastructure network. The challenging existing nature of the site demonstrates that the proposed public improvements are necessary to begin the development of this area of the City of West Fargo. The project is consistent with the City of West Fargo Comprehensive plan, and the developer is hopeful to start construction in 2022. The project is constructible and funding would be accomplished via the special assessment process.

Estimate of Probable Cost

Construction		\$227,000
	Bid Proposal Items	\$197,180
	Contingency (~15%)	\$29,820
Study and Report		\$30,000
Consultant (Design/Construction)		\$24,970
Additional Consulting Services		\$41,200
Permitting		\$50,000
Wetland Mitigation (7.35ac @\$65,000/ac)		\$477,750
Legal/Administration		\$15,000
Bonding/Interest		\$9,080
Total Estimated Cost		\$875,000

Source of Funds

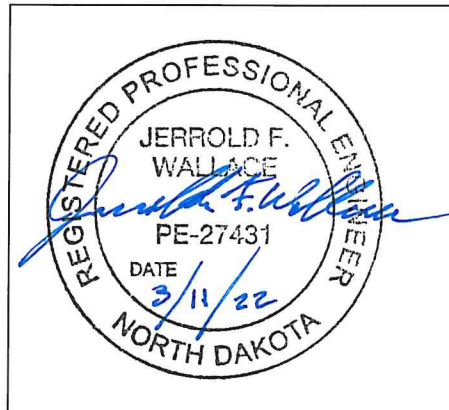
Special Assessments		\$875,000
City Funds		\$0
	Capital Impr. Sales Tax	\$0
	Water/Sewer Revenue	\$0
	Water/Sewer Bond	\$0
Total		\$875,000

Supporting Documents (available upon request)

- A. C.I.P. Project Summary
- B. Itemized Estimate of Probable Cost
- C. Consultant's feasibility report
- D. Maps, Drawings, Etc.
- E. Photos

The proposed improvements are cost effective and will adhere to city policies as well as applicable state and/or federal regulations.


Jerrold F. Wallace, P.E.
ND Registration No. 27431



Matt Prochniak

From: Eric Merhiy <Eric@kphinc.net>
Sent: Monday, March 7, 2022 4:02 PM
To: Matt Prochniak
Cc: Mike; Chad Ohnstad
Subject: Stockyards 1st Addition - Developer Endorsement Letter

To whom it may concern,

We, GS5, LLC, the majority land owner of the proposed Stockyards 1st Addition property, would like to propose a revision to the originally accepted petition for improvements approved by the City Commission on May 17, 2021. We would like to propose that the public improvement project be revised to only include, if applicable, the necessary utility stubs to the property and all wetland mitigation and permitting. Also included in the public improvement project would be all engineering and planning efforts that have taken place to date with the originally petitioned improvements. We would like to propose that all of the remaining internal infrastructure and servicing of the future businesses within the property be installed and maintained privately. We understand that there will still need to be review and approval of the private site plans, but would like propose this project scope revision as a new method to help the development process move forward for this property. We will still be requesting a replat and rezoning of the property.

Overall, we are eager to progress this project with the City of West Fargo and look forward to working with the City to complete this development project. Please accept this developer endorsement letter as acknowledgement of the revised project scope.

Thanks,

Eric Merhiy, Partner GS5

TASK ORDER

This is Task Order No. 49-2
consisting of 6 pages.

Task Order 49-2

In accordance with Paragraph 8 of the Master Agreement for Professional Services, dated May 1, 2018 and approved by the West Fargo City Commission ("Commission") on September 4, 2018 ("Agreement"), the City of West Fargo ("City") and Moore Engineering, Inc. ("Engineer" or "MEI") agree as follows:

1. Background Data

- a. Effective Date of Task Order: March 10, 2022
- b. City: City of West Fargo
- c. Engineer: Moore Engineering, Inc. ("MEI")
- d. Specific Project (title): Improvement District No. 1339
- e. Specific Project (description): New Water Supply, Sewerage, Street Systems, and Incidentals – Stockyard's 1st Addition
- F. Project Background: This project originally consisted of the construction of roadways, utilities, storm sewer and stormwater ponding to service a commercial/industrial development to be constructed via a larger public improvement. Since that time, the Developer has decided to complete this work privately and has petitioned the City to have the public improvement only to include the preliminary engineering, providing sanitary and water stubs to the property and wetland mitigation. This Task Order includes all of the preliminary engineering work and reduces the scope of the project to what is described above.

2. Services of Engineer

The specific services to be provided or furnished by Engineer under this Task Order are as follows:

A. Study and Report Services

- 1. Feasibility Study Phase:
 - a. Revise feasibility study
 - b. Meeting with Owner
 - c. Review of existing facilities and conditions noting changes since original Feasibility Study
 - d. Description of revised proposed improvements
 - e. Revised project maps

- f. Revise preliminary estimates of cost
 - g. Present at Review Committee
 - h. Finalize and present report to Owner (one meeting)
 - i. Update Owner's CIP sheets
2. Plat Review and Coordination
- a. Revise Stockyards First Addition Plat from original layout to new proposed layout and coordinate with City Infrastructure
 - b. Coordination phone calls, emails and meetings with City and Developer

B. *Additional Design Related Services*

- 1. Planning Phase – Prior to this project being brought to the City for public improvements, it was required that the Developer complete some master planning for the entire site due to the nature of the previous use, the proximity to the adjacent Drain 21 and diversion, the existence of the existing Adelman property and future service to it if develops in the future. This work was necessary and required prior to the original Feasibility Study.
- 2. Additional Permitting Administration – Prepare appropriate applications, including necessary supporting documentation, to submit and secure all local, state, and federal permits, environmental clearance documents, and any railroad agreements. In particular, the wetland mitigation necessary to construct the private development.
 - a. The original permitting phase was based on a standard wetland delineation and mitigation process. There was much more involvement in discussions with the Corps regarding the determination of jurisdiction which included additional topographical survey, maps and correspondence.

3. City's Responsibilities

City shall have those responsibilities as follows:

- A. City shall make decisions and carry out its other responsibilities in a timely manner and shall bear all costs incident thereto so as not to unreasonably delay or interfere with the services of MEI
- B. City shall be responsible for, and MEI may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by City to MEI pursuant to this Agreement. MEI may use such requirements, reports, data, and information in performing or furnishing services under this Agreement. Nothing in this paragraph shall be construed to require MEI to affirmatively determine the accuracy of information that is prepared for City by other licensed professionals (including, but not limited to, land surveyors, geotechnical engineers, accountants, insurance and surety professionals, and attorneys) who are not engaged directly by MEI.
- C. City shall provide for MEI's right to enter the property owned by City and/or others in order for MEI to fulfill its services.

4. Task Order Schedule

In addition to any schedule provisions provided in the Services of Engineer or elsewhere, the parties shall meet the following schedule:

- A. The anticipated start date for these services is upon execution of the Task Order or as specified below.
- B. The anticipated completion for these services is as follows:
 - 1. The revised feasibility study is to be completed to have the revised Engineer's Report presented to the Commission at the March 21, 2022 meeting.
 - 2. Plat review and coordination will be ongoing through the platting process.

5. Payments to Engineer

- A. City shall pay Engineer for services rendered under this Task Order as follows:
 - 1. Compensation for services defined in the Scope of Work shall be on a Time and Material basis in accordance with the Standard Hourly Rates shown in Exhibit B of the Agreement.
 - 2. Estimates for the Compensation for the applicable Scope of Work are as follows:

TASK CATEGORY & TASK	TASK ORDER NO.	PREVIOUS FEE (\$)	INCREASED FEE (\$)	AMENDED MAXIMUM FEE (\$)
Study & Report Services				
Planning Phase	49-2	\$0	\$14,300	\$14,300
Feasibility Study	49 / 49-1 / 49-2	\$15,500	\$15,500	\$30,000
Plat Review & Coordination	49	\$2,000	\$2,000	\$4,000
Coordination with Other Entities	49	\$1,500		\$1,500
Additional Funding Services				
Special Assessment Administration	49	\$13,000		\$13,000
Additional Design Related Services				
Permitting Administration	49/ 49-2	\$32,000	\$18,000	\$50,000
Additional Construction Related Services				
Additional Record Drawings	49-1	\$4,200	-\$1,700	\$2,500
ADDITIONAL SERVICES SUBTOTAL (TO 49-2)			\$48,100	\$115,300
ADDITIONAL SERVICES SUBTOTAL (All TO's)		\$68,200	\$48,100	\$115,300

- B. Compensation for services outlined in the Preliminary Design, Final Design, Bidding or Negotiation, Construction, Post-Construction, and Commissioning Phases shall be made according the following table:

Project Type	Preliminary Design, Final Design, Bidding or Negotiation Phases (% of Final Construction Contract Value plus value of any alternates designed but not constructed)	Construction, Post-Construction, and Commissioning Phases (% of Final Construction Contract Value)
Projects designed and constructed in accordance with NDDOT requirements	6%	6%
All other projects	5.5%	5.5%
Task Order 49 – Original Estimated Value of Final Construction Contract		\$2,363,000
Task Order 49 – Original Estimated Compensation based on 11% of Construction		\$259,930
Task Order 49-2 Estimated Value of Final Construction Contract		\$227,000
Task Order 49-2 Estimated Compensation based on 11% of Construction		\$24,970

- C. Compensation for services referenced in 6.A.a (Additional Services) and 6.A.b (Basic Services) are summarized in the following table.

Summary of Services to be Provided	Estimated Compensation
TO 49/49-1 Original Additional Services Subtotal	\$68,200
TO 49/49-1 Original Estimated Compensation based on 11% of Construction	\$259,930
TO 49/49-1 Total Engineering Services	\$328,130
TO 49-2 Total Additional Services Subtotal	\$115,300
TO 49-2 Estimated Compensation based on 11% of Construction	\$24,970
TOTAL PROJECT ESTIMATED COMPENSATION	\$140,270
Total <u>Decrease</u> in Fees from TO 49/49-1 to TO 49-2	-\$187,860

- D. The terms of payment are set forth in Paragraphs 15 and 16 of the Agreement.

6. Consultants retained as of the Effective Date of the Task Order: None

7. Other Modifications to Agreement and Exhibits: None

8. Attachments: None

9. Other Documents Incorporated by Reference: None

10. Terms and Conditions

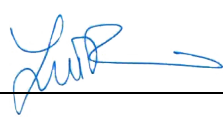
Execution of this Task Order by City and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order 49-2 is March 10, 2022.

CITY: _____

ENGINEER: _____

By: _____

By:  _____

Print Name: _____

Print Name: Lee Beauvais, PE

Title: _____

Title: Chief Operations Officer

Engineer License or Firm's 011C
Certificate No. (if required): _____
State of: North Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: _____

Name: Dan Hanson, PE

Title: _____

Title: Senior Project Manager

Address: 800 4th Ave E. Suite #1
West Fargo, ND 58078

Address: 925 10th Avenue East,
West Fargo, ND 58078

E-Mail @westfargond.gov
Address: _____

E-Mail Dan.Hanson@mooreengineeringinc.com
Address: _____

Phone: _____

Phone: (701) 282-4692

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER TO PREPARE AMENDED REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of wetland mitigation; connections to and/or extensions of sanitary sewers, water mains, storm sewers, and streets; and all other appurtenances, contrivances and structures associated with the above specified improvements, be constructed and made in Improvement District No. 1339 – New Water Supply, Sewerage, Street Systems; and Incidentals of the City of West Fargo, the City hereby directs Dustin T. Scott, the Engineer for the City of West Fargo and being a competent engineer, to prepare an amended report as to the general nature, purpose and feasibility of the proposed project and an estimate of the probable cost of the work.

Dated: March 21, 2022

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. On roll call vote the following commissioners voted aye: _____. The following commissioners voted nay: _____. The following commissioners were absent and not voting: _____. The majority having voted aye, the motion carried and the resolution was duly adopted.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING ENGINEER'S REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the amended report of the Engineer for the City of West Fargo as to the general nature, purpose and feasibility along with an estimate of the probable cost of the work has been filed with this Board and that the same is hereby approved as amended for Improvement District 1339 – New Water Supply, Sewerage, Street Systems, and Incidentals.

Dated: March 21, 2022

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____. The following commissioners were absent and not voting: _____. The following commissioners voted nay: _____. The majority having voted aye, the motion was carried and the resolution was duly adopted.



"Consent" or "Regular"
Agenda Item?

[Regular]

Commission President

Bernie Dardis

Primary Portfolio:

Administration/Finance

Secondary Portfolio:

Street, Water and
Sewer

Commission

Vice President

Brad Olson

Primary Portfolio:

Street, Water and
Sewer

Secondary Portfolio:

Sanitation

Commissioner

Eric Gjerdevig

Primary Portfolio:

Planning, Zoning and
Engineering

Secondary Portfolio:

Administration/Finance

Commissioner

Mark Simmons

Primary Portfolio:

Police and Fire

Secondary Portfolio:

Planning, Zoning and
Engineering

Commissioner

Mandy George

Primary Portfolio:

Sanitation

Secondary Portfolio:

Police and Fire

City Administrator

Tina Fisk

To: West Fargo City Commission

From: Dustin T. Scott, City Engineer

Date: March 21, 2022

Subject: Veterans Blvd and 37th Avenue E - Signal Light

Action: Create Improvement District 2264; Approve Engineer's Report Approve Plans & Specifications; AND Authorize Bid Advertisement

New Information and Recommendation:

As directed by the West Fargo City Commission, staff has been working with the City of Fargo on a traffic signal project at the intersection of Veterans Boulevard and 37th Avenue. Fargo's engineering team has finalized plans and specifications for which bids are to be advertised. The lead time for certain components is estimated to be about 4 to 6 months but we're hoping to have the signal system operating by late fall, ahead of winter conditions.

The following documents are attached for review/consideration:

- Engineer's Report with attachments
- Sample sheets from plans prepared by City of Fargo
- Associated "Resolutions"

Staff Recommendation: Create Improvement District No. 2264; Approve the Engineer's Report and Plans/Specs; AND Authorize Bid Advertisement

Background and Project Summary:

This project is supported by a recent traffic study that identified increased traffic volumes and safety concerns with Sheyenne HS. In February 2021, the city received a letter from WFPS requesting this intersection be signalized to improve safety in/out of the high school. This is a joint project with the City of Fargo, who is taking the lead with design and construction. For more on background and summary, refer to the December 6, 2021 commission agenda packet.

Policy Analysis:

This project will improve the overall safety of the intersection. It will be designed and administered by the City of Fargo, following local, state and federal regulations. Once complete, the City of West Fargo will take over operation and maintenance per prior agreements.

Financial Analysis:

Total project costs are estimated to be \$776,000 and will be a 50/50 cost-share between Fargo and West Fargo. West Fargo's share of nearly \$400,000 is proposed to be a 50/50 split with West Fargo Public Schools. Based on this proposal and current estimates, the City would fund roughly \$200,000 with Capital Improvement Sales Tax and WFPS would pay roughly \$200,000 through special assessments.

Previously Presented Information and Commission Actions:

December 6, 2021-

- **Staff Recommendation:** Authorize request to City of Fargo for construction of traffic signal
- **Commission Action:** Commissioner George moved and Commissioner Gjerdevig seconded to authorize request to City of Fargo. No opposition, motion carried.

Engineer's Report

(Pursuant to N.D.C.C. 40-22-10)

Project No.

Traffic Signal – Veterans Boulevard and 37th Avenue

General Nature (Scope)

This project will install a full traffic signal system adjacent to Sheyenne High School at the intersection of Veterans Boulevard and 37th Avenue. Improvements will consist of the installation of a 4-way traffic signal system, connections into existing fiber and roadway networks, and surface reconstruction to reconfigure crosswalks and the geometry of the left turn lanes on Veterans Boulevard to ensure safe and adequate operation of the new signal system. The project is being designed, bid and constructed by the City of Fargo. The signal system will be maintained by West Fargo per original agreements established when Veterans Boulevard was initially constructed.

Purpose

Sheyenne High school administration and local neighborhoods have expressed traffic safety concerns for this intersection and pedestrians crossing Veterans Boulevard. This project will help with school caused congestion and will create crosswalks at this intersection for students. A minor geometric adjustment will also increase safety for left turning vehicles at this intersection. All improvements will increase safety for the traveling public and any pedestrians along the corridor.

Feasibility

This project is feasible and will improve the overall safety of the intersection. It is anticipated to be a 50/50 cost share between the cities of West Fargo and Fargo. The City of West Fargo intends to fund its share through a cost-share agreement with the West Fargo School District, or create a special assessment district encompassing the property of Sheyenne High School.

Estimate of Probable Cost

Construction		\$646,825.73
Bid Proposal Items	\$616,024.50	
Contingency (5%)	\$30,801.23	
Engineering (Design/Construction)		\$61,602.45
Legal		\$18,480.74
Administration		\$24,640.98
Land Acquisition		\$0
Utility Relocation		\$0
Bonding/Interest		\$24,640.98
Total Estimated Cost		\$776,190.88

Source of Funds

City of Fargo Share		\$388,095.44
Special Assessments (WFPS Share)		\$194,047.72
City Funds		\$194,047.72
Capital Impr. Sales Tax	\$194,047.72	
Water/Sewer Revenue	\$0	
Water/Sewer Bond	\$0	
Total		\$776,190.88

Supporting Documents (available upon request)

- A. Itemized Estimate of Probable Cost from City of Fargo
- B. Map of Intersection

The proposed improvements are cost effective and will adhere to city policies as well as applicable state and/or federal regulations.



Andrew Wrucke, P.E.
ND Registration No. PE-9821





ENGINEER'S REPORT
TRAFFIC SIGNAL IMPROVEMENTS
PROJECT NO. TN-22-B
VETERANS BLVD AND 37TH AVE S

Nature & Scope

Installing a new traffic signal system at the intersection of Veterans Blvd and 37th Ave S.

Purpose

Making the this intersection safer for pedestrian crossing, and turning and crossing vehicle traffic.

Feasibility

The estimated cost of construction is \$616,024.50. The cost breakdown is as follows:

50% West Fargo & Fargo Split			
Construction Cost			\$616,024.50
Fees			
Engineering	10%		\$61,602.45
Admin	4%		\$24,640.98
Legal	3%		\$18,480.74
Interest	4%		\$24,640.98
Contingency	5%		\$30,801.23
Total Estimated Cost			\$776,190.88
Funding			
City of West Fargo Funds	50.00%		\$388,095.44
Utility Funds - Street Lights - 528	50.00%		\$388,095.44

Project Funding Summary

City of West Fargo Funds	50.00%	\$388,095.44
Utility Funds - Street Lights - 528	50.00%	\$388,095.44

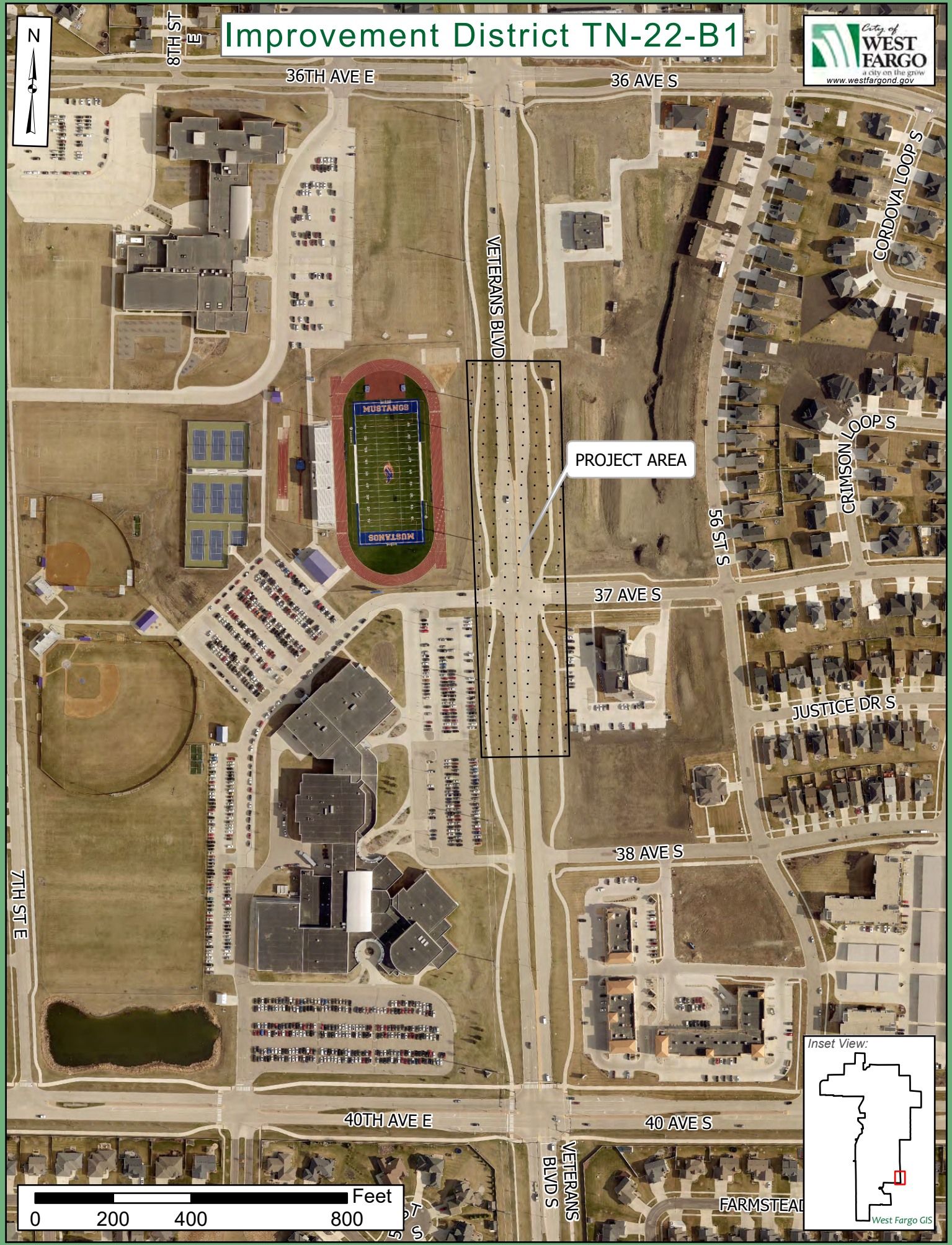
Total Estimated Project Cost		\$776,190.88
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This project does not have any alternate or optional containers.

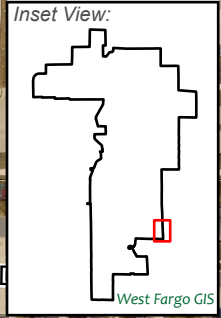
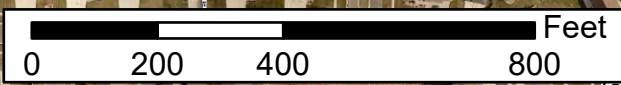
We believe this project to be cost effective.

Jacob Rick
Project Manager

Improvement District TN-22-B1



PROJECT AREA



PLANS FOR

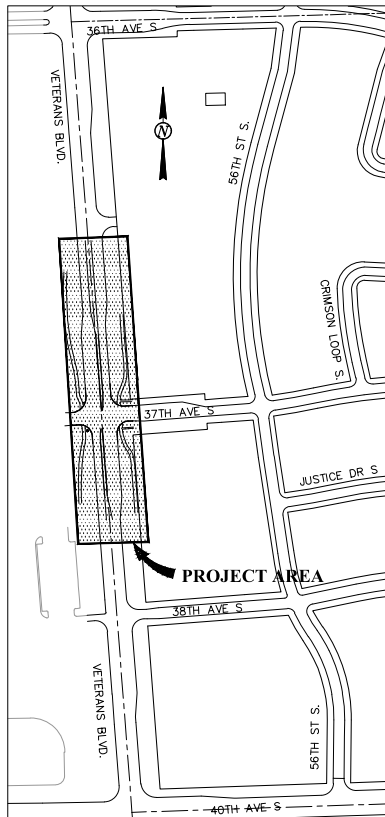
Traffic Signal Improvements & Incidentals

New Traffic Signal at the intersection of Veteran's Blvd. and 37th Ave S.

ENGINEERING DEPARTMENT

Improvement District TN-22-B1

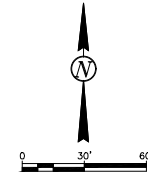
2022



VICINITY MAP

APPROVAL SIGNATURES	
City Engineer Signature _____ Date _____	Certification I hereby certify that the attached plan, specification, or report was prepared by me or under my direct supervision and that I am a duly registered Professional Engineer under the laws of the State of North Dakota. Signature _____ Date _____ SEAL 
Division Engineer Signature _____ Date _____	
Traffic Control Engineer Signature _____ Date _____	
Erosion & Sediment Control Engineer Signature _____ Date _____	
Project Manager Signature _____ Date _____	

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SHEET INDEX

SECTION	DESCRIPTION	SHEET NO.
001	COVER	1
002	TABLE OF CONTENT	1
020	GENERAL DETAILS	1-7
040	SIDEWALK / CONC. PANEL REMOVAL	1
060	SIDEWALK / CONC. PANEL PAVING	1
140	STREET LIGHTING	1
150	TRAFFIC SIGNAL	1-4
160	FIBER SHEET	1
210	SPECIAL INSTRUCTIONS	1-11
220	ASSESSMENT PLAT & QUANTITIES	1

ALL ELEVATIONS ARE BASED ON
NAVD 88 DATUM (PRE-GEOD10),
(UNLESS NOTED OTHERWISE)

ADDENDUM & CONSTRUCTION REVISIONS

③	②	①
SEAL		

Table of Content

Traffic Signal Improvements & Incidentals

Improvement District **TN-22-B1**

DESIGN BY: JLR CHECKED BY: JMG

DRAWN BY: LG/JLR ORG DATE: Feb. 2022

	SECTION NO.	SHEET NO.
	002	01

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION CREATING IMPROVEMENT DISTRICT NO. 2264 -
NEW TRAFFIC SIGNAL SYSTEM, STREET RECONSTRUCTION AND
INCIDENTALS OF THE CITY OF WEST FARGO, NORTH DAKOTA

WHEREAS, Dustin T. Scott, a Registered Professional Engineer, is the Engineer for the City of West Fargo, and the Board of City Commissioners has consulted with him relating to the establishment, size, form and other matters with regard to Improvement District No. 2264 – New Traffic Signal System, Street Reconstruction and Incidentals of the City of West Fargo; and

WHEREAS, it is deemed necessary to establish such an improvement district; within the City of West Fargo;

NOW THEREFORE, be it resolved as follows:

That there is hereby created Improvement District No. 2264– New Traffic Signal System, Street Reconstruction and Incidentals of the City of West Fargo, North Dakota, the boundaries of which shall be as shown on the attached map.

Dated: March 21, 2022

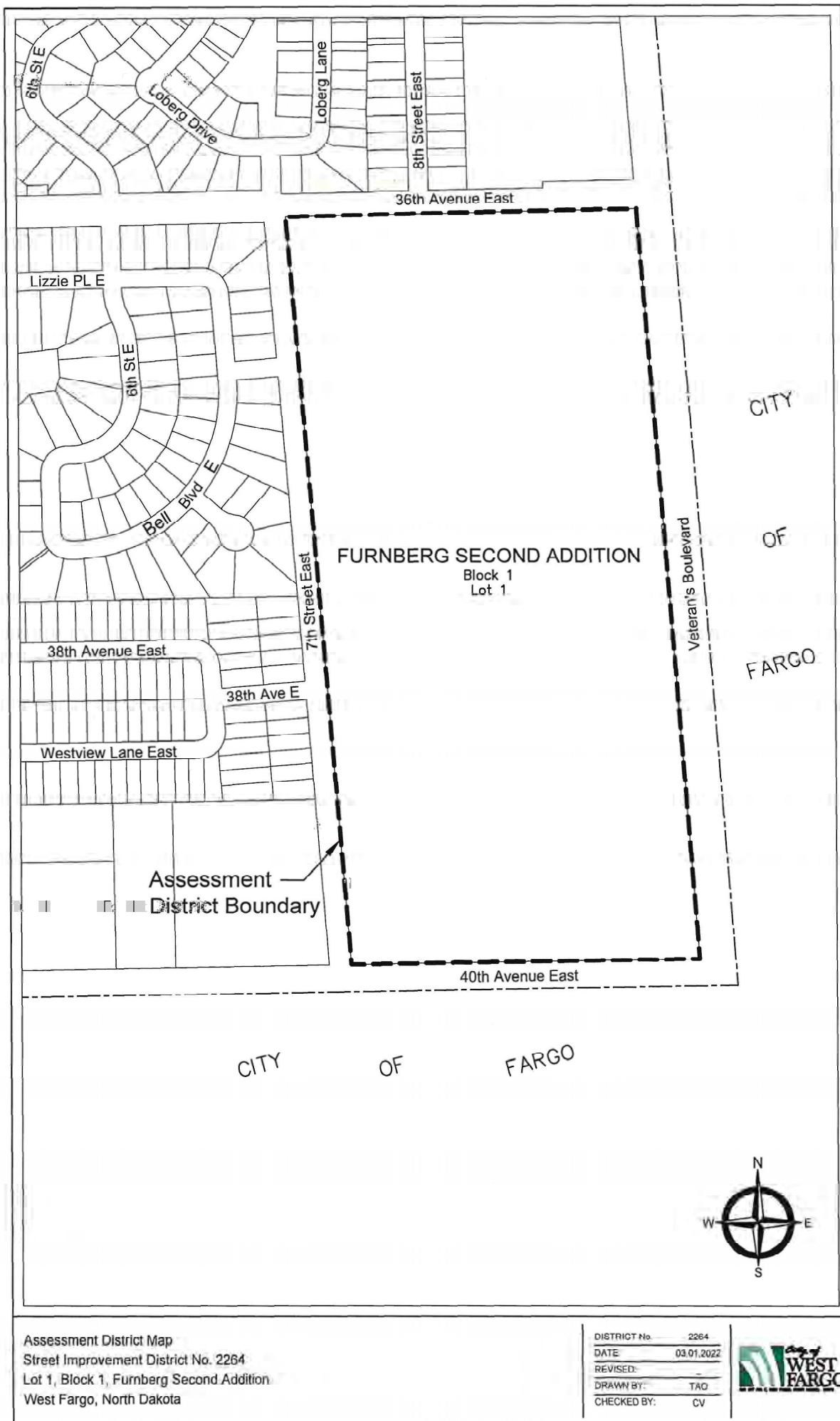
APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. On roll call vote the following commissioners voted aye: _____
_____. The following commissioners voted nay: _____. The following commissioners were absent and not voting: _____.
The majority having voted aye, the motion carried and the resolution was duly adopted



Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER TO PREPARE REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of a four way traffic signal system, connections into existing fiber and roadway networks, and surface reconstruction to configure crosswalks and left turn lane geometry necessary to service the property in connection with the above specified improvements, be constructed and made in Improvement District No. 2264 – New Traffic Signal System, Street Reconstruction and Incidentals of the City of West Fargo, the City hereby directs Dustin T. Scott, the Engineer for the City of West Fargo and being a competent engineer, to prepare a report as to the general nature, purpose and feasibility of the proposed project and an estimate of the probable cost of the work.

Dated: March 21, 2022

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. On roll call vote the following commissioners voted aye: _____
_____. The following commissioners voted nay: _____. The following commissioners were absent and not voting: _____.
The majority having voted aye, the motion carried and the resolution was duly adopted.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING ENGINEER'S REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the report of the Engineer for the City of West Fargo as to the general nature, purpose and feasibility along with an estimate of the probable cost of the work has been filed with this Board and that the same is hereby approved for Improvement District 2264 – New Traffic Signal System, Street Reconstruction and Incidentals.

Dated: March 21, 2022

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____. The following commissioners were absent and not voting: _____. The following commissioners voted nay: _____. The majority having voted aye, the motion was carried and the resolution was duly adopted.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER
TO PREPARE PLANS AND SPECIFICATIONS

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of a four way traffic signal system, connections into existing fiber and roadway networks, and surface reconstruction to configure crosswalks and left turn lane geometry necessary to service the property in connection with the above spcified improvements, be constructed and made in Improvement District No. 2264 –New Traffic Signal System, Street Reconstruction and Incidentals of the City of West Fargo, the City hereby directs Dustin T. Scott, the Engineer for the City of West Fargo and being a competent engineer, to prepare plans and specifications for such work.

Dated: March 21, 2022

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____. The following commissioners were absent and not voting: _____. The following commissioners voted nay: _____. The majority having voted aye, the motion was carried and the resolution was duly adopted.

The City Auditor presented to the Board of City Commissioners the plans and specifications and estimates of cost for improvements in Improvement District No. 2264 – New Traffic Signal System, Street Reconstruction and Incidentals of the City of West Fargo, North Dakota, as prepared by Dustin T. Scott, the Engineer for the City.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING PLANS AND SPECIFICATIONS FOR
IMPROVEMENTS IN DISTRICT NO. 2264 - NEW TRAFFIC SIGNAL SYSTEM,
STREET RECONSTRUCTION AND INCIDENTALS OF THE CITY OF WEST
FARGO

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the plans and specifications and estimate of cost for improvements in Improvement District No. 2264 - New Traffic Signal System, Street Reconstruction and Incidentals of the City of West Fargo heretofore prepared by Dustin T. Scott, Engineer for the City, be and the same hereby are approved, ratified and confirmed as the plans and specifications and estimate of cost in accordance with which said improvements shall be constructed and the City Auditor shall file the same in her office open to public inspection.

Dated: March 21, 2022

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. On roll call vote the following commissioners voted aye: _____.
_____. The following commissioners voted nay: _____.
The following commissioners were absent and not voting: _____. The majority having voted aye, the motion carried and the resolution was duly adopted.

Commissioner _____ introduced the following resolution and moved for its adoption:

RESOLUTION DIRECTING AUDITOR TO
ADVERTISE FOR BIDS

WHEREAS, this Board has heretofore created Improvement District No. 2264 - New Traffic Signal System, Street Reconstruction and Incidentals of the City of West Fargo; and

WHEREAS, plans and specifications and estimate of costs for said Improvement District No. 2264 have heretofore been directed to be prepared by the Engineer for the City of West Fargo; and

WHEREAS, said plans, specifications and estimate of cost have been prepared and have been approved by the Board of City Commissioners of the City of West Fargo; and

WHEREAS, it is necessary to advertise for bids for the work in said Improvement District No. 2264.

NOW THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, Cass County, North Dakota, that the City Auditor be, and she is hereby authorized and directed to cause notice of Advertisement for Bids for the construction of the work heretofore directed to be made in Improvement District No. 2264 - New Traffic Signal System, Street Reconstruction and Incidentals to be published once each week for two consecutive weeks in *The Forum*, and that the City Auditor and Engineer will meet at the City Hall in the City of West Fargo, at a time and date to be determined by the City Auditor, for the purpose of opening sealed bids received prior to the time of such meeting in accordance with such published advertisement for bids for the purpose of taking such other and further action with reference thereto as shall then be deemed necessary and expedient. Such advertisements shall be published in form as provided in Section 48-01.2 of the North Dakota Century Code as amended.

Dated: March 21, 2022

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. On roll call vote the following commissioners voted aye: _____. The following commissioners voted nay: _____. The following commissioners were absent and not voting: _____. The majority having voted aye, the motion carried and the resolution was duly adopted.



City Commission Agenda Item Request

Please Note: The following information must be completed and submitted before noon on the Wednesday preceding the City Commission Meeting. Failure to comply may delay action being taken on your request.

Office Use:

Regular Agenda Item #:

Consent Agenda Item #:

Agenda Item Information:

Contact Name: *

Tina Fisk, City Administrator

Phone Number: *

701-515-5050

Email Address:

tina.fisk@westfargond.gov

Date *

3/18/2022

Topic for Consent or Regular Agenda?

Please select one option:

- ☐ Consent Agenda
☒ Regular Agenda

Please Briefly Describe Your Request *

Review the 2022-2026 capital improvement plan

Site Address or Legal Description (if applicable)

Action Being Requested from City Commission *

Adopt the 2022-2026 capital improvement plan

Upload Additional Documentation (Optional):



CAPITAL IMPROVEMENT PLAN

CITY COMMISSION MEETING

MARCH 21, 2022



MARCH 10 MEETING OVERVIEW

- City Commission met with staff Thursday, March 10, to review the Capital Improvement Plan (CIP).
- The CIP is a living document that is continually being evaluated. Projects may be added or removed from the CIP or moved to be completed in a different year than originally specified.
- Each project in the CIP will follow standard practices and policies for review and authorization. This includes multiple approvals by the City Commission.
- The CIP encompasses the entire City of West Fargo. While it does include projects in the core area of the community, the CIP is not the same as the Core Area Infrastructure Study.
- All funding included in the CIP is based on the best available cost information, and includes the best available estimate of inflation in years beyond 2022.
- The following changes were made based on discussions during the March 10 review meeting:
 - *Graphs on project overview slides for individual years now based on funding uses instead of project type.*

PROJECT FUNDING GUIDELINES

PRIMARY TYPE OF WORK	% OF CITY FUNDS
Local Reconstruction	40%
Regional Reconstruction	20%
Rural Residential Reconstruction	10%
Rehabilitation	100%
Buildings/Facilities	100%

- After applying percent of City funds, remaining project costs will be funded with special assessments, grants, and/or other sources.
- To reduce specials, City will continue to seek grants or outside funding through eligible programs.
- These project funding guidelines follow the Commission's Guiding Principles, adopted in Fall 2021.

Commission Guiding Principles on Financial Policy for City Infrastructure and buildings.

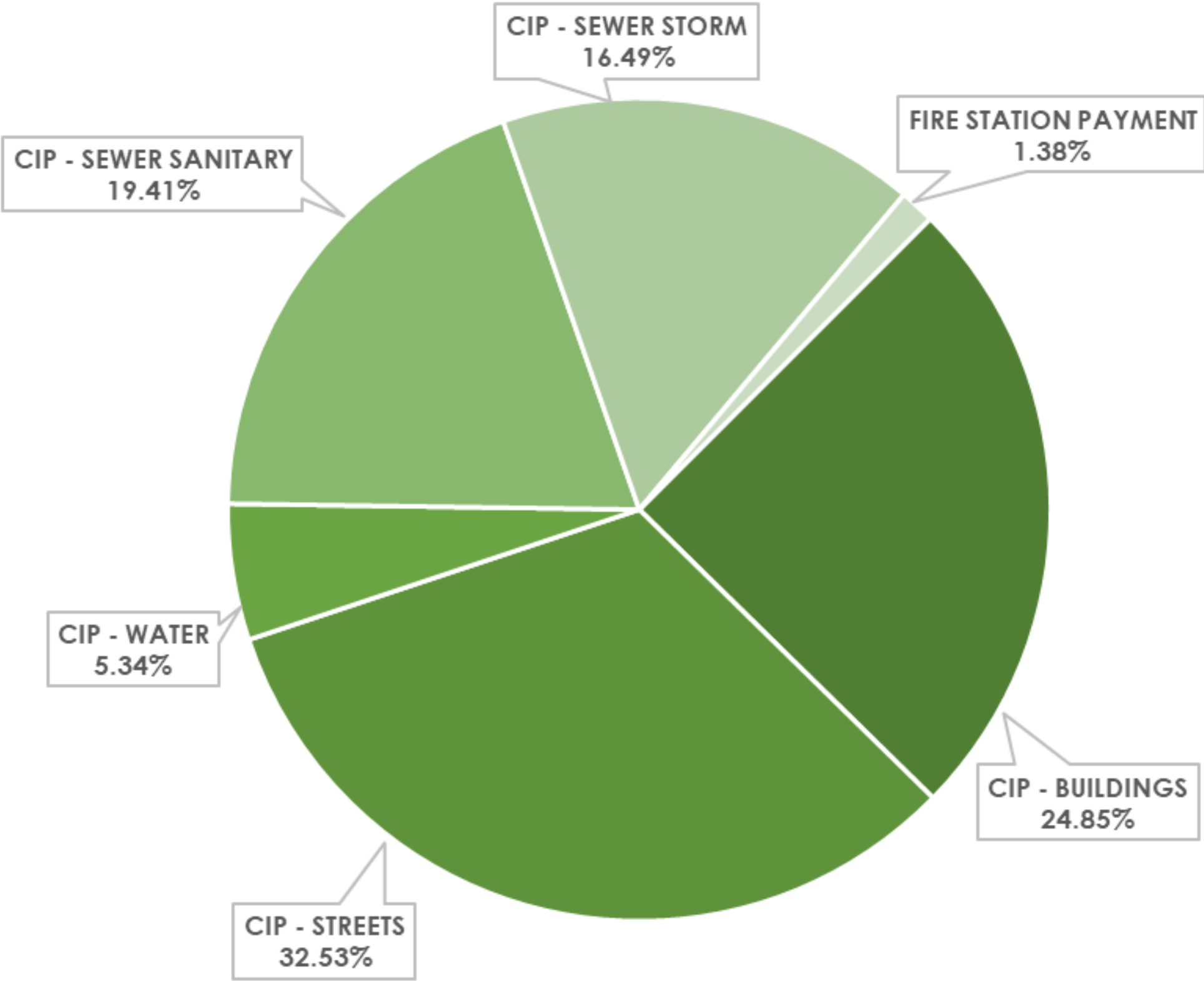
1. Reduce the use of Special Assessments as a funding source of City Infrastructure.
2. Seek the lowest-cost Long-Term capital through the issuance of loans, bonds and other debt instruments when available.
3. Utilize the Capital Improvement Sales tax proceeds responsibly to fund projects as set forth in the Commission approved Capital Improvement Plan.

Staff will assure all city policies/financial decisions are consistent with the approved guiding principles.



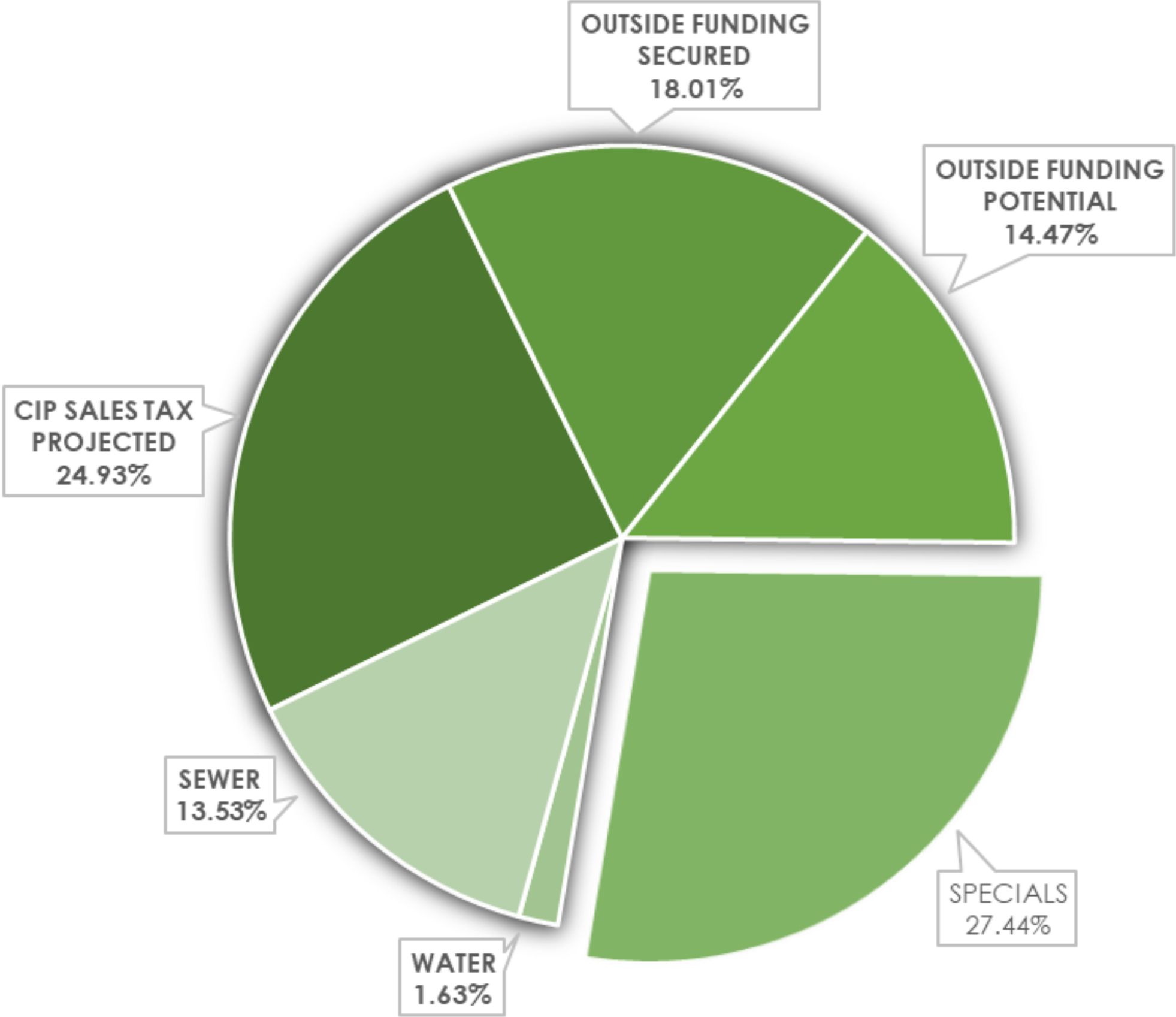
FUNDING USES 2022-2026

- CIP - BUILDINGS
- CIP - STREETS
- CIP - WATER
- CIP - SEWER SANITARY
- CIP - SEWER STORM
- FIRE STATION PAYMENT



FUNDING SOURCES 2022-2026

- CIP SALES TAX PROJECTED
- OUTSIDE FUNDING - SECURED
- OUTSIDE FUNDING - POTENTIAL
- SPECIAL ASSESSMENTS
- WATER
- SEWER



2022-2026 FUNDING OVERVIEW

REVENUE SOURCES	5 -YEAR TOTAL	USES	5 -YEAR TOTAL		
CIP SALES TAX PROJECTED	\$45,244,502.00	CIP - BUILDINGS	\$45,850,000.00		
OUTSIDE FUNDING SECURED	\$32,683,586.00	CIP - STREETS	\$60,017,325.00		
OUTSIDE FUNDING POTENTIAL	\$26,267,100.00	CIP - WATER	\$9,858,375.00		
SPECIALS	\$49,795,200.00	CIP - SEWER SANITARY	\$35,801,875.00		
WATER	\$2,950,600.00	CIP - SEWER STORM	\$30,426,825.00		
SEWER	\$24,547,880.00	FIRE STATION PAYMENT	\$2,537,496.00		
TOTAL FUNDING	\$181,488,868.00	TOTAL USE	\$184,491,896.00	NET	(\$3,003,028.00)

- Any deficit shown in these figures can be covered using existing capital improvement sales tax reserves.
- Inflation has been considered in calculating revenues and expenses from 2023-2046.
- Future revenues were calculated with the assumption that utility rates will increase annually to meet capital improvement expenses.

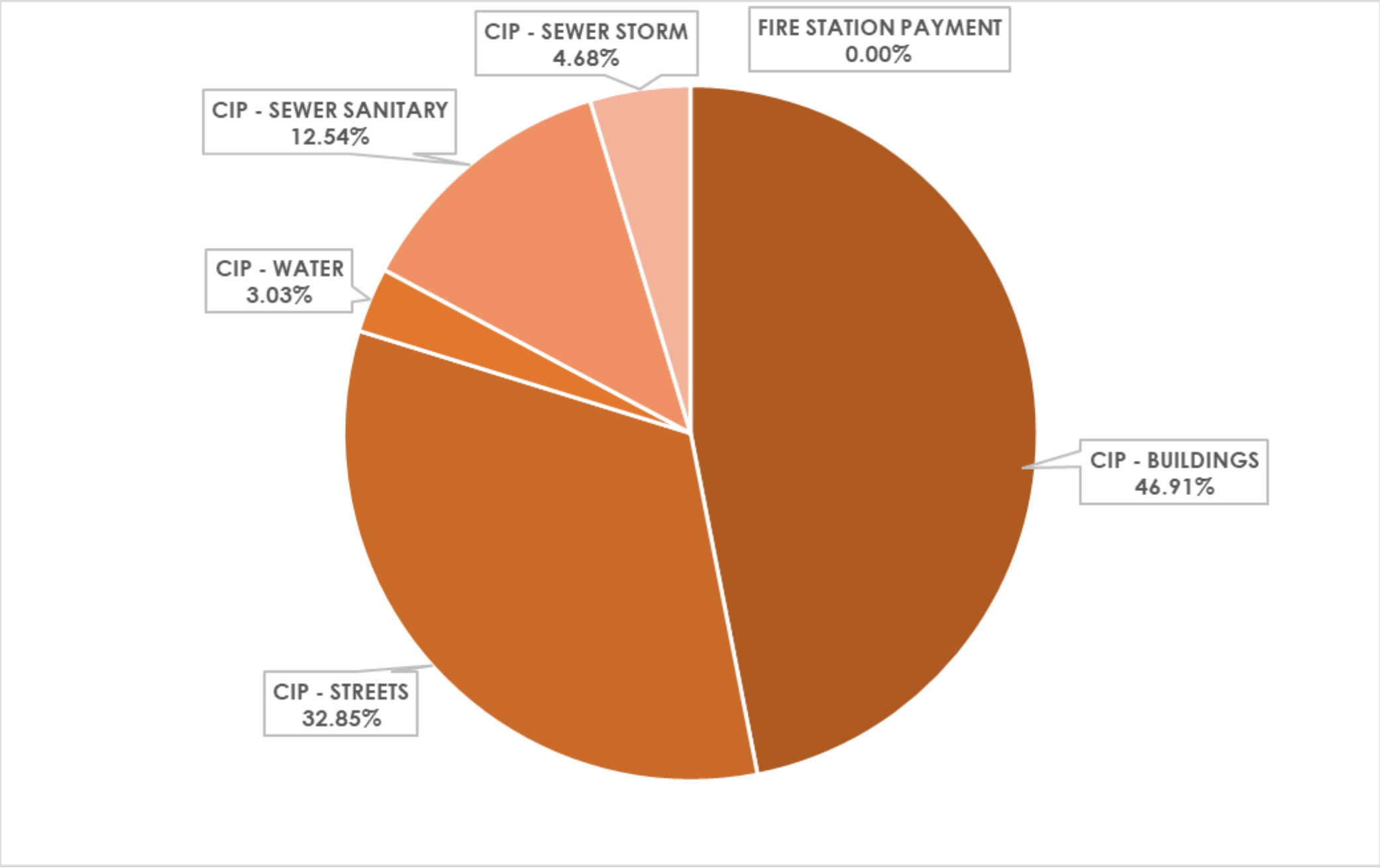


PROJECT STATUS LEGEND

CIP CODE	STATUS	DESCRIPTION	PROJECT COST ACCURACY
NS	NOT STARTED	Needed work has been identified and project is only conceptual.	PRELIMINARY ESTIMATE
P/S	PRELIMINARY AND/OR SCOPING	Project scope and tasks necessary for completion identified.	PROBABLE COST NARROWED
S/D	STUDY AND/OR DESIGN	Plans and specifications finalized. Bids are advertised.	STATEMENT OF ESTIMATED COST
CA	CONSTRUCTION ADMINISTRATION	In-house staff and/or contractors will complete the project.	PROJECT COSTS FINALIZED
SC	SUBSTANTIALLY COMPLETE	Final payments, special assessments certification process and/or other close-out items still pending.	FINAL PAYMENTS MADE
X	CLOSED	All work is done and paid. Special assessments certified and levied.	

PROJECT OVERVIEW 2022

2022 FUNDING USES



Total Use: \$38,905,000

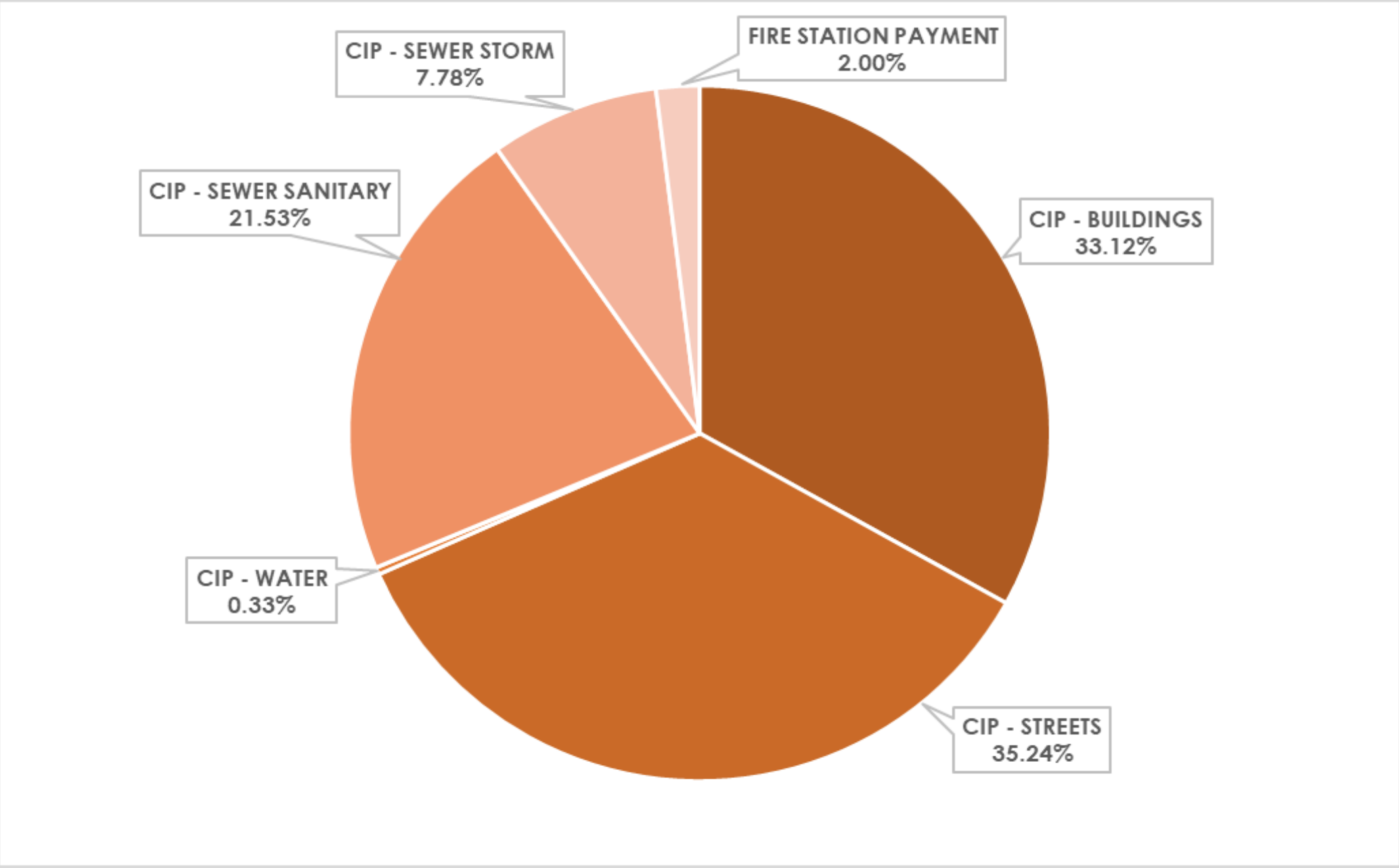
ESTIMATED Year	Status	Project Description
2022	CA	Drain 45 Multi-Use Path Phase II - (Main Ave to 7th Ave)
2022	CA	Lagoon Decommissioning
2022	S/D	Tree Planting - Main Ave (I-94 to Sheyenne River)
2022	S/D	Salt Storage Facility & Drain 21 slope repair
2022	S/D	ADA Transition Plan (per Title VI of Civil Rights Act)
2022	S/D	Asphalt Mill & Overlay - Misc. Neighborhoods
2022	S/D	NDDOT Main Ave Slide Repair - PH 1 (Geotech Eval)
2022	S/D	Stockyards Addition
2022	S/D	Traffic Signal - Veterans Blvd & 37th Ave E
2022	S/D	Concrete Pavement Repair - Citywide (w/ Foam Truck)
2022	S/D	New Fire Station (1201 10th Ave E)
2022	S/D	Rehab Sanitary Sewer Lifts/FMs (SA's 5, 14, 23, 24, 35)
2022	S/D	Wild's 21st (Phase 2 petitioned in 2022)
2022	P/S	BRIC Grant & Prelim Engr - Stormwater Imprs (Core Area)
2022	P/S	BRIC Grant & Prelim Engr - Wastewater System (northwest)
2022	P/S	Traffic Signal - 9th St & 10th Ave E
2022	P/S	Concrete Pavement Repair - 9th St E (Main to 13th Ave)
2022	P/S	SCADA System Improvements
2022	NS	Asphalt Overlays (by PW Dept) w/ new paving machine
2022	NS	I & I Mitigation (by PW Dept) w/ new sealing/lining equip.
2022	NS	Study - Stormwater Stations SM22 & SM30 (13th Ave)
2022	NS	Sanitary Lift Station Sluice Gate Retrofit (SA's 34,28,30,31,36)
2022	NS	Technology, Software and Operating Systems (IT - citywide)
2022	NS	Traffic Signal Rehabilitation (10 intersections)
2022	NS	7th Ave NE Pavement Rehab - 9th St E to City Limits

Preliminary project list, subject to change.



PROJECT OVERVIEW 2023

2023 FUNDING USES



Total Use: \$31,703,874

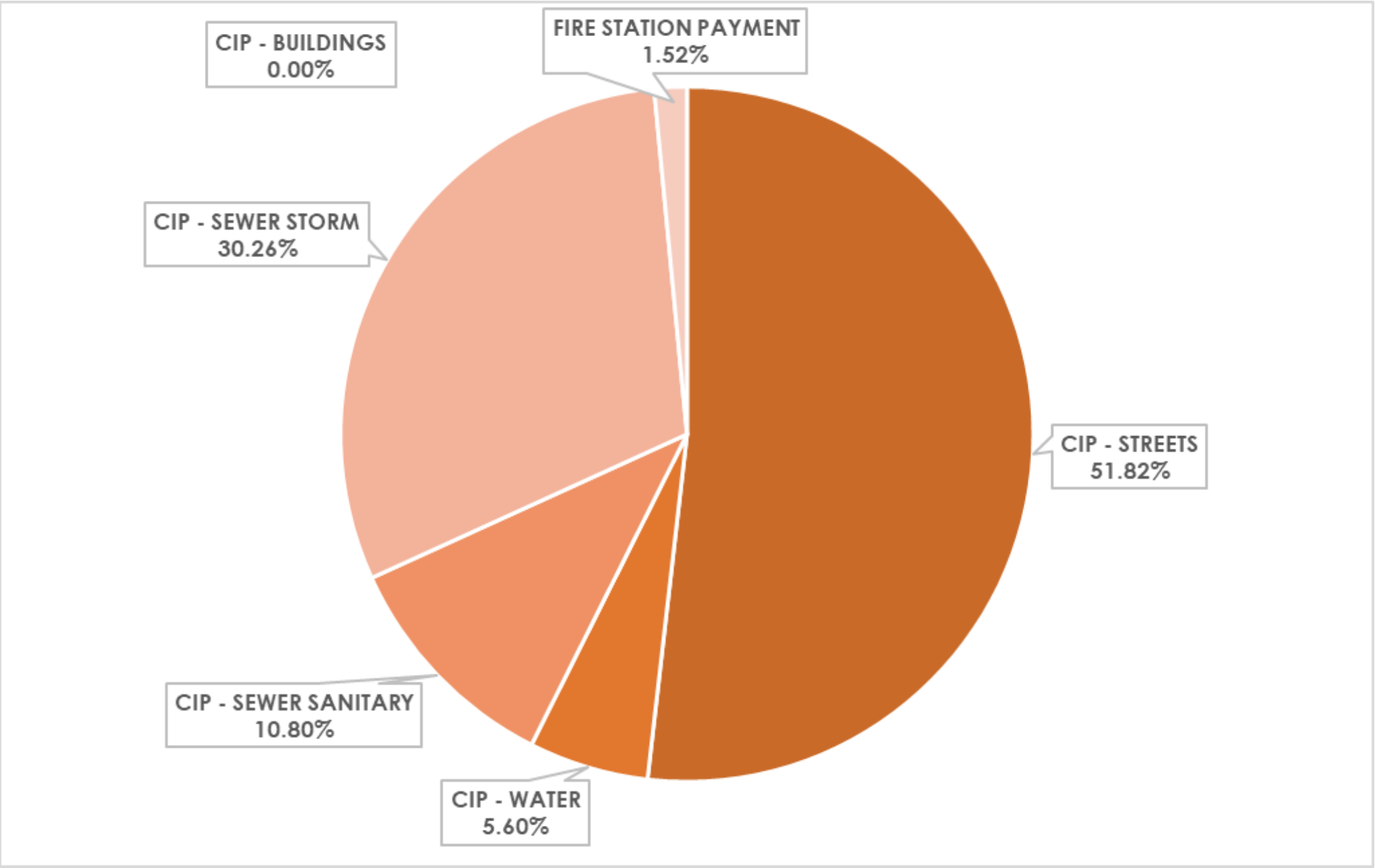
ESTIMATED Year	Status	Project Description
2023	CA	Lagoon Decommissioning
2023	P/S	Tree Planting - Sheyenne St (32nd to 40th Ave - west blvd)
2023	P/S	Deep SS Collector Rehab (Phase III) - West side
2023	NS	Inert Landfill / Transfer Station
2023	NS	Sanitation Building/PW Works Building upgrades
2023	NS	Alley/Backyard Sanitary Sewer Rehab Project
2023	NS	9th St NW Reconst - Main to 8th Ave
2023	NS	SA 40 Electrical Rehab (city's primary sewer lift station)
2023	NS	Rehab Sanitary Sewer Lifts/FMs (SA's 2, 3, 12, 25)
2023	NS	City Water Well Abandonment
2023	NS	Traffic Signal - 32nd Ave & 9th St W
2023	NS	Sidewalk Imprs - Residential Gaps per N.D.C.C. & Misc Repairs
2023	NS	Street Imprs w/ Traffic Signal - 23rd Ave (Veterans to 4th St)
2023	NS	Asphalt Mill & Overlay - Misc. Neighborhoods
2023	NS	Oakwood Bend Sanitary Lift Replacement
2023	NS	Rehab Stormwater Station SM64 (620 Main Ave E)
2023	NS	Stormwater Pump Station (SM-54) & Forcemain Rehab - PH. 2
2023	NS	Citywide Pavement Markings
2023	NS	Pavement Mgmt - Seal Coating
2023	NS	Asphalt Overlays (by PW Dept)
2023	NS	I & I Mitigation (by PW Dept)

Preliminary project list, subject to change.



PROJECT OVERVIEW 2024

2024 FUNDING USES



Total Use: \$41,755,674

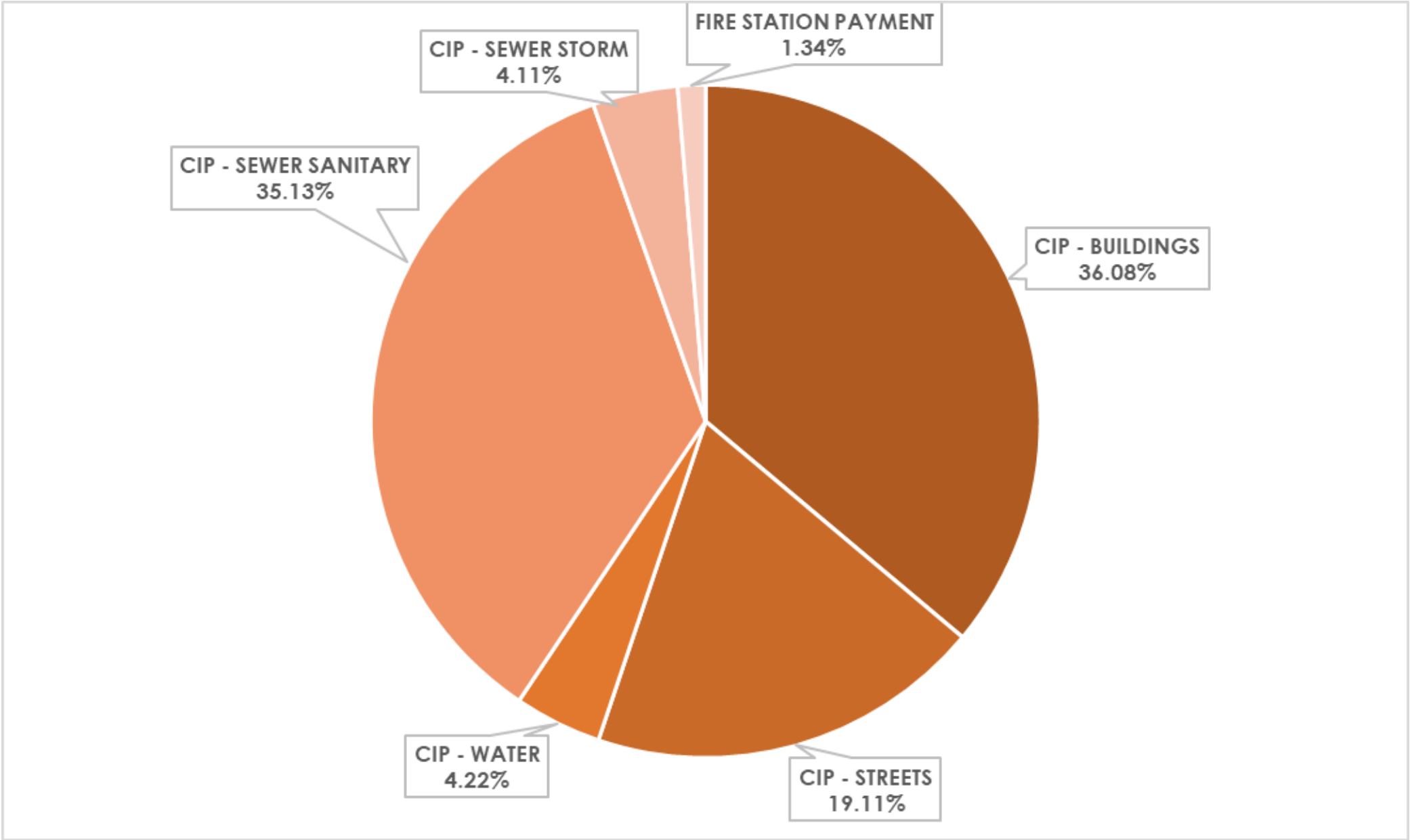
ESTIMATED Year	Status	Project Description
2024	CA	Lagoon Decommissioning
2024	S/D	7th Ave (Oak St to 1st) & Stormwater Pumping Station (SM 79)
2024	P/S	9th St NE Reconst - Main to 12th Ave NE (NDDOT URP)
2024	P/S	Multi-Use Path - Eaglewood Park to The Lights
2024	P/S	Tree Planting - 12th Ave (9th St NW to 9th St NE - north blvd)
2024	P/S	10th Ave (Shey to 2nd St E) & 10th 1/2 Ave (2nd to 4th St E)
2024	NS	Stormwater Imprs within SM22 & SM30 systems
2024	NS	Meadow Ridge Sewer & Water Rehab Study
2024	NS	NDDOT Main Ave Slide Repair - PH 2 (Construction)
2024	NS	9th St Expansion - I94 to 17th Ave & RT. Turn Lane on 17th
2024	NS	Sidewalk Imprs - Residential Gaps per N.D.C.C. & Misc Repairs
2024	NS	Pavement Mgmt - Seal Coating
2024	NS	Control Structure - Weir Wall Removal
2024	NS	Meadow Ridge Pond Rehab
2024	NS	Asphalt Overlays (by PW Dept)
2024	NS	I & I Mitigation (by PW Dept)

Preliminary project list, subject to change.



PROJECT OVERVIEW 2025

2025 FUNDING USES



Total Use: \$47,391,474

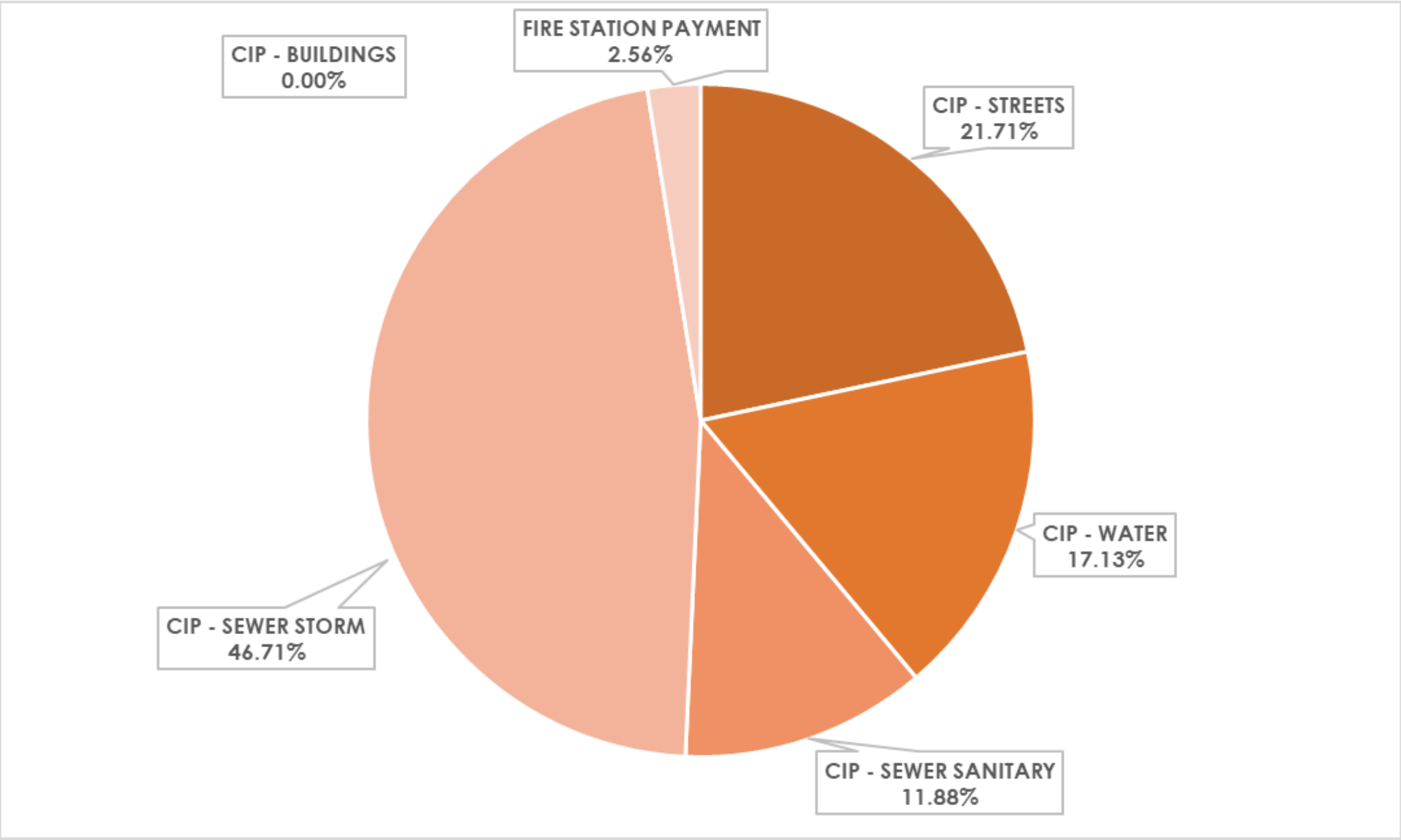
ESTIMATED Year	Status	Project Description
2025	CA	Lagoon Decommissioning
2025	NS	Multi-Use Path - WF Soccer Complex to Elmwood Park
2025	NS	Elm Street and Oak Street Neighborhood Reconst
2025	NS	New City Hall Facility
2025	NS	Wastewater Risk Reduction & Serviceability (Lift/FM/Pond)
2025	NS	Francis St., 2nd Ave. W, and 4th Ave. W Reconst
2025	NS	4th Ave E (Reconst) - Sheyenne St to 9th St E
2025	NS	Rehab Sanitary Sewer Lifts/FMs (SA's 26, 30, 31, 36)
2025	NS	Pedestrian Safety Imprs along Vets Blvd/9th St E
2025	NS	Pavement Mgmt - Seal Coating
2025	NS	Asphalt Overlays (by PW Dept)
2025	NS	I & I Mitigation (by PW Dept)

Preliminary project list, subject to change.



PROJECT OVERVIEW 2026

2026 FUNDING USES



Total Use: \$24,735,874

ESTIMATED Year	Status	Project Description
2026	CA	Lagoon Decommissioning
2026	NS	Safe Routes to School
2026	NS	10th Ave Reconst (2nd to 9th St E)
2026	NS	Cherry Court & Cedar Lane Neighborhood Reconst
2026	NS	Drain 21 Channel Imp. - BNSF to 12th Ave
2026	NS	Drain 45 Channel Improvements - 12th to Main Ave E
2026	NS	Drain 45 Storm Sewer Lift Station Upgrade
2026	NS	Water Transmission Main - 1st St E
2026	NS	Water Transmission Main - 9th St NE (14th to 19th Ave)
2026	NS	Pavement Mgmt - Seal Coating
2026	NS	Asphalt Overlays (by PW Dept)
2026	NS	I & I Mitigation (by PW Dept)

Preliminary project list, subject to change.



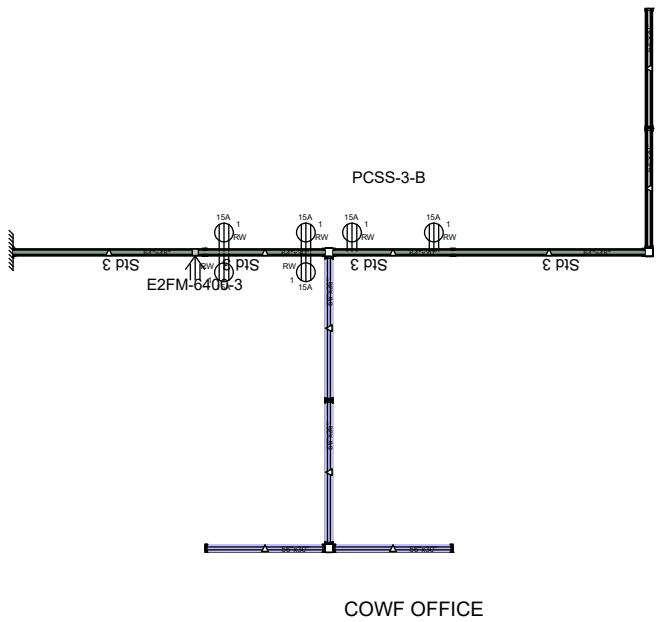
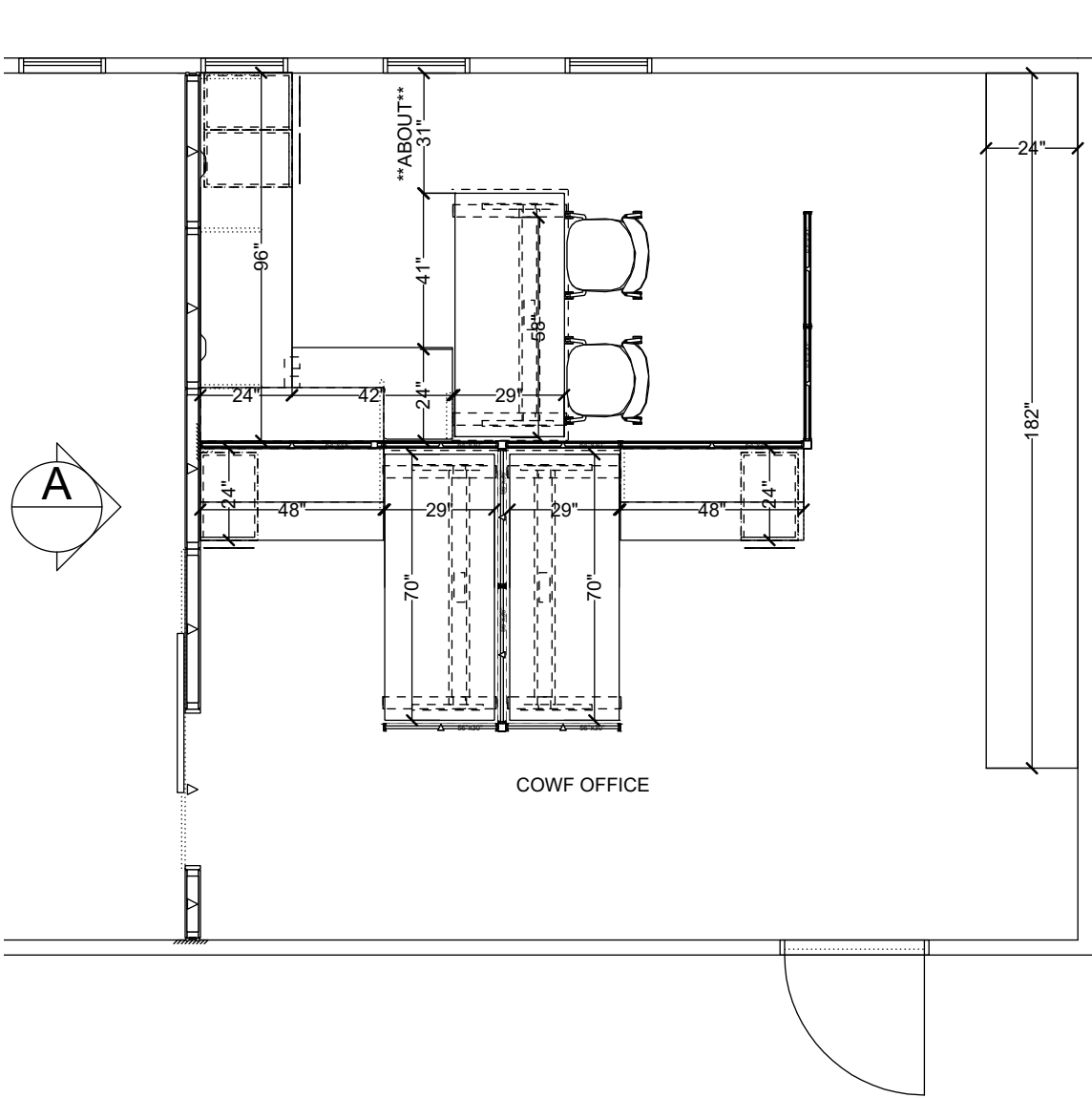
5-Year Funding

REVENUE SOURCES	2022	2023	2024	2025	2026	5-YEAR TOTAL	2027-2046	25-YEAR TOTAL
CIP SALES TAX PROJECTED	7,925,088	8,280,492	8,650,111	9,994,515	10,394,296	45,244,502	332,664,090	377,908,592
OUTSIDE FUNDING SECURED	20,351,710	1,496,250	10,113,732	721,894	-	32,683,586	-	32,683,586
OUTSIDE FUNDING POTENTIAL	-	-	13,750,000	7,980,000	4,537,100	26,267,100	61,576,192	87,843,292
SPECIALS	10,490,000	10,825,500	9,273,000	8,344,800	10,861,900	49,795,200	106,480,128	156,275,328
WATER	-	105,000	497,750	800,280	1,547,570	2,950,600	3,843,328	6,793,928
SEWER	2,525,000	5,087,250	3,715,250	8,249,040	4,971,340	24,547,880	5,304,320	29,852,200
TOTAL FUNDING	41,291,798	25,794,492	45,999,843	36,090,529	32,312,206	181,488,868	509,868,058	691,356,926

USES	2022	2023	2024	2025	2026	5-YEAR TOTAL	2027-2046	25-YEAR TOTAL
CIP - BUILDINGS	18,250,000	10,500,000	-	17,100,000	-	45,850,000	-	45,850,000
CIP - STREETS	12,780,000	11,172,000	21,637,550	9,057,300	5,370,475	60,017,325	179,076,480	239,093,805
CIP - WATER	1,177,500	105,000	2,337,500	2,000,700	4,237,675	9,858,375	19,208,320	29,066,695
CIP - SEWER SANITARY	4,877,500	6,825,000	4,510,000	16,649,700	2,939,675	35,801,875	4,890,240	40,692,115
CIP - SEWER STORM	1,820,000	2,467,500	12,636,250	1,949,400	11,553,675	30,426,825	10,066,560	40,493,385
FIRE STATION PAYMENT	-	634,374	634,374	634,374	634,374	2,537,496	3,171,870	5,709,366
TOTAL USE	38,905,000	31,703,874	41,755,674	47,391,474	24,735,874	184,491,896	216,413,470	400,905,366

NET	2,386,798	(5,909,382)	4,244,169	(11,300,945)	7,576,332	(3,003,028)	293,454,588	290,451,560
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- Any deficit shown in these figures can be covered using existing capital improvement sales tax reserves.
- Inflation has been considered in calculating revenues and expenses from 2023-2046.
- Future revenues were calculated with the assumption that utility rates will increase annually to meet capital improvement expenses.



-POWERED PANELS - SHOWN WITH BASE FEED.
-TWO TRI-PLEX RECEPTACLES PER STATION.

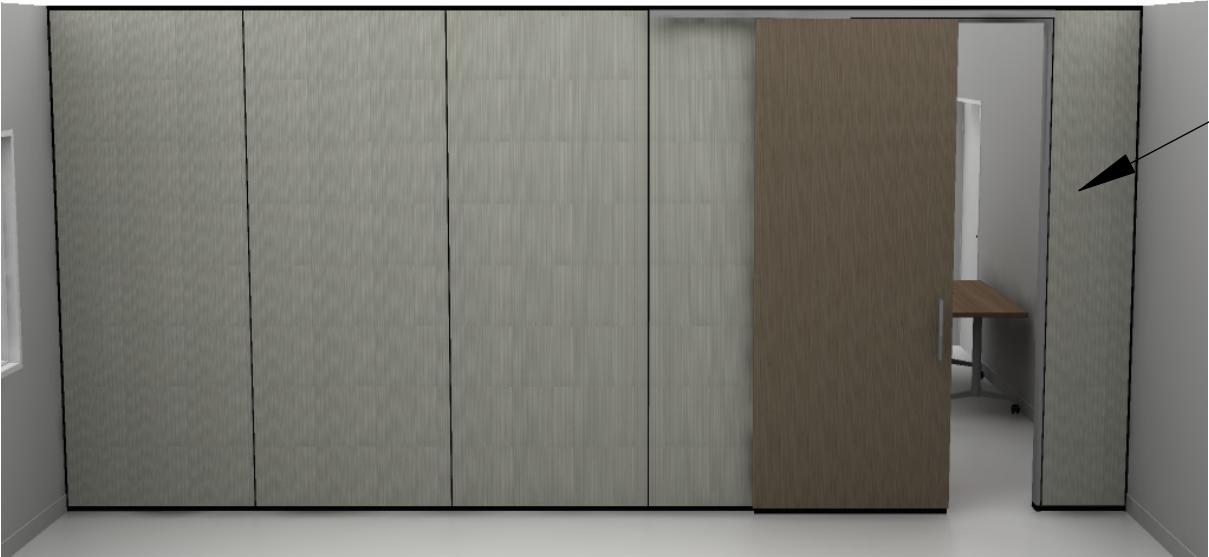
-**CONFIRM IF ENCLOSE WALLS NEED POWER.
-**CONFIRM HOW WE ARE POWERING PANELS - TOP FEED OR BASE FEED.

IT / OFFICE

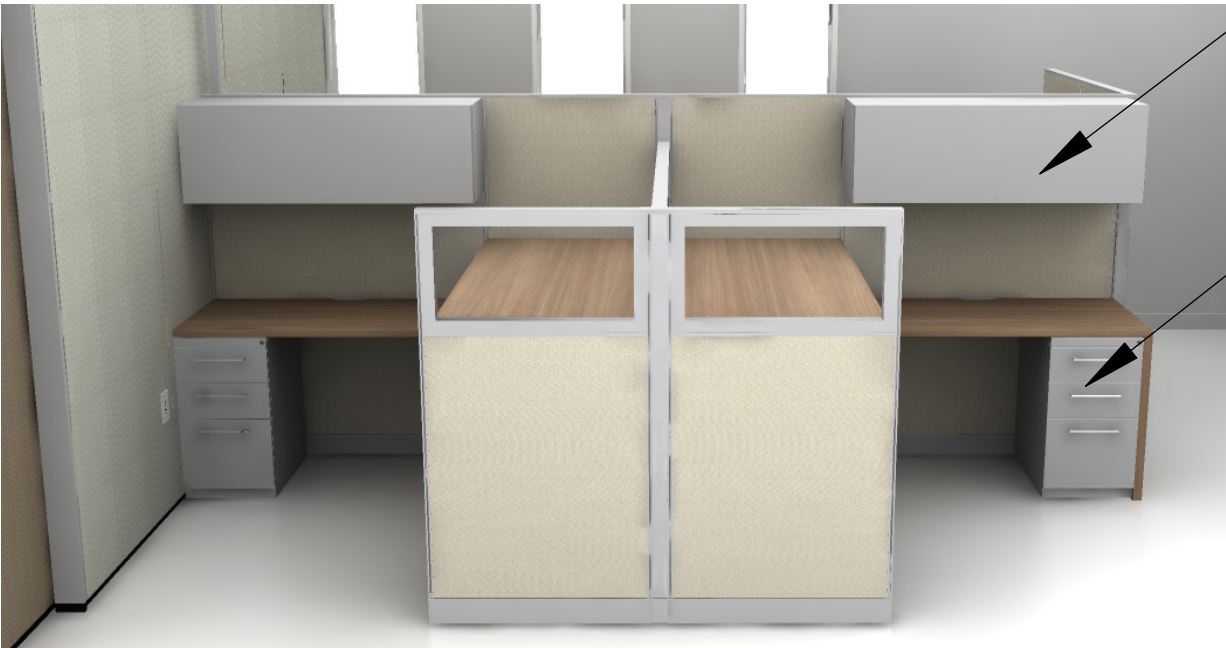
1/4" = 1'



 PROJECT: CITY OF WEST FARGO IT, OFFICE, & COMMISSION LOCATION: WEST FARGO, ND	REV# REVISION DESCRIPTION DATE		SALES REP: RICH	DESIGNER ALISON	THIS DESIGN AND DRAWING IS THE PROPERTY OF CHRISTIANSON'S BUSINESS FURNITURE AND MAY NOT BE REPRODUCED IN ANY MANNER WITHOUT WRITTEN CONSENT. APPLICABLE DESIGN FEES ARE SUBJECT TO CHARGE UPON REPLICATIONS OR RELEASING ANY CONTENTS OF THIS DOCUMENT TO OTHER VENDORS OR COMPANIES. ALL ADDITIONS, CHANGES OR DEVIATIONS FROM THIS APPROVAL DRAWING PACKAGE WILL BE REGARDED AS A CHANGE ORDER AND PROCESSED ACCORDINGLY. THIS DOCUMENT REPRESENTS THE INTENT OF THE FURNITURE PLAN FOR THIS PROJECT AND IS NOT TO BE CONSTRUED AS A CONSTRUCTION DOCUMENT. RENDERINGS ARE AN ARTISTIC INTERPRETATION OF GENERAL APPEARANCE OF THE DESIGN AND IS NOT MEANT TO BE AN EXACT RENDITION. I HEREBY SIGN OFF ON THIS PLAN, ITS CONTENTS AND CONFIRM THAT THE DETAILS ON THIS PAGE ACCURATELY REPRESENT THE DESIRED PROJECT OUTCOME. ☐ APPROVED ☐ APPROVED, AS NOTED ☐ REVISE, RESUBMIT SIGNATURE _____ DATE _____
	FILE PATH: H:\CITY OF WEST FARGO\DRAWINGS\CANVAS\CITY OF WEST FARGO.cdw	DATE: 1/28/2022	PROJECT #: 5528	SHEET 1/2	



-ENCLOSE WALLS WITH VINYL WALL COVERING, SLIDING NON-LOCKING WOOD DOOR. NO POWER IN PANELS.



-OVERHEAD WITH FLIPPER DOOR.

-RETURN WITH BOX/BOX/FILE.



-42"H PANELS WITH 16"H GLASS STACKS. TOTAL 58"H.

-62"H PANELS.

-2-LEG SIT STAND TABLE.



-2-LEG SIT STAND TABLE.

-BOX/BOX/FILE AND FILE/FILE.

-TWO GUEST CHAIRS WITH CUSHIONED SEAT AND CASTERS.

 PROJECT: CITY OF WEST FARGO IT, OFFICE, & COMMISSION LOCATION: WEST FARGO, ND	REV# REVISION DESCRIPTION DATE		SALES REP: RICH	DESIGNER ALISON	THIS DESIGN AND DRAWING IS THE PROPERTY OF CHRISTIANSON'S BUSINESS FURNITURE AND MAY NOT BE REPRODUCED IN ANY MANNER WITHOUT WRITTEN CONSENT. APPLICABLE DESIGN FEES ARE SUBJECT TO CHARGE UPON REPLICATIONS OR RELEASING ANY CONTENTS OF THIS DOCUMENT TO OTHER VENDORS OR COMPANIES. ALL ADDITIONS, CHANGES OR DEVIATIONS FROM THIS APPROVAL DRAWING PACKAGE WILL BE REGARDED AS A CHANGE ORDER AND PROCESSED ACCORDINGLY. THIS DOCUMENT REPRESENTS THE INTENT OF THE FURNITURE PLAN FOR THIS PROJECT AND IS NOT TO BE CONSTRUED AS A CONSTRUCTION DOCUMENT. RENDERINGS ARE AN ARTISTIC INTERPRETATION OF GENERAL APPEARANCE OF THE DESIGN AND IS NOT MEANT TO BE AN EXACT RENDITION. I HEREBY SIGN OFF ON THIS PLAN, ITS CONTENTS AND CONFIRM THAT THE DETAILS ON THIS PAGE ACCURATELY REPRESENT THE DESIRED PROJECT OUTCOME. ☐ APPROVED ☐ APPROVED, AS NOTED ☐ REVISE, RESUBMIT SIGNATURE _____ DATE _____
	FILE PATH: \\CITY OF WEST FARGO\DRAWINGS\CANVAS\CITY OF WEST FARGO.cdw	DATE: 1/28/2022	PROJECT #: 5528	SHEET 2/2	

Description	Vendor	Cost	Comments
Wall system	Christiansons (1)	\$ 9,274.78	Creates the office area and small conference room.
Office Furniture	Christiansons (1)	\$ 14,438.37	Desk systems for Annie, Cassidy & Amy.
Commission Chamber Tables	Christiansons (1)	\$ -	Hold at this time.
Installation of transaction window	Gehrtz Construction Services	\$ 10,000.00	Estimate from GCS. If they are hired for the project they will complete the project on a time and materials basis.
Installation of door from West Fargo room to Commission chamber	Gehrtz Construction Services	\$ 9,000.00	Estimate from GCS. If they are hired for the project they will complete the project on a time and materials basis.
Technology	TBD	\$ 2,000.00	Per original conversation this might be minimal but will have some cost. The \$2,000 is a WAG

Total Cost	\$ 44,713.15
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Total Cost without Commission Tables	\$ 44,713.15
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(1) These quotes are current as of 01/28/2022