



City of Grand Forks Staff Report

Service/Safety Committee – August 12, 2014

City Council – August 18, 2014

Agenda Item: Bids for City Project Nos. 7209, District No. 673 – Paving and Street Lighting for Cottonwood Street (Charlie Ray Dr to 58th Ave S) and the 5500 Block of Charlie Ray Drive & No. 7214, District No. 674 – Paving and Street Lights for Gallatan Circle and Cherry Street (55th Ave S to 300 feet south)

Submitted by: Engineering Department; Rich Romness, PE (Assistant City Engineer)
Matthew Yavarow, PE (Project Engineer)

Staff Recommended Action: Award contract to low bidder, Opp Construction in the amount of \$1,018,941.00 for City Projects No. 7209, District No. 673 – Paving and Street Lighting for Cottonwood Street (Charlie Ray Dr to 58th Ave S) and the 5500 Block of Charlie Ray Drive & No. 7214, District No. 674 – Paving and Street Lights for Gallatan Circle and Cherry Street (55th Ave S to 300 feet south)
And
Approve budget amendment in the amount of \$180,000.00 to fund the paving and street lighting portion of Cherry Street in 2014

Committee Recommended Action:

Motion by Vein and Schneider to approve recommendation. Motion

Council Action:

BACKGROUND:

The Mayor was notified prior to the first publication of the advertisement for bids on July 16, 2014. Bids were received on August 4, 2014 with a low bid of \$1,018,941.00 submitted by Opp Construction. The low bid was approximately 1% below the engineer's estimate of \$1,021,394.75.

The budget amendment in the amount of \$180,000.00 is necessary to fund construction of the paving and street lighting of Cherry Street. Cherry Street is classified as a collector street and per City policy, the City will pay 80% of the construction costs with the remaining 20% to be special assessed to the benefitting properties. This project was not budgeted since the time frame of developing of these lands was unknown when the budget was adopted. Funding for the budget amendment will move funds from the Cash Carryover-Budget to the Work-in-Progress, both are within Fund 2115: Highway Tax Dist. Fund.

Project 7209 consists of paving an extension of Cottonwood Street to serve Crary's Second Addition and also pave the remainder of Charlie Ray Drive within the LeClerc's Addition. Street lighting will be included with the project.

Project 7214 consists of constructing new streets to serve properties in Crary's First Addition. This development is south of 55th Ave S and east of South Washington Street. The streets included are Gallatan Circle and the extension of Cherry Street to 300 feet south of 55th Avenue South. Gallatan Circle is a local street and Cherry Street is classified as a collector. Street lighting will be included in the project.

Both projects have been initiated at the request of Crary Development who will be privately installing the sanitary sewer, watermain and storm sewer to meet the upfront costs required by the City. All costs will be special assessed to the benefiting properties with the exception of Cherry Street. Since Cherry Street is a collector, the City will pay 80% of the construction costs with the remaining 20% to be assessed. A bikepath will be installed along Cherry Street and will be assessed to the benefiting properties

Consideration of this project at previous Committee/Council meetings includes:

- July 7, 2014 – Council approved the Engineer's Report, created the Special Assessment District, directed Engineering Department to prepare Plans & Specifications and advertise for Construction Bids for this project.
- July 21, 2014 – Council approved plans and specifications

ANALYSIS AND FINDINGS OF FACT:

- Bids were received on August 4, 2014.
- A total of 2 bids were received and opened.
- Bids ranged from \$1,018,941.00 to \$1,136,576.00.
- Low bidder was Opp Construction in the amount of \$1,018,941.00.
- Benefitting properties will be special assessed for the project.
- City Share (80%) of the paving & street lighting for Cherry Street construction is estimated to be \$180,000.
- A budget amendment is needed to fund the Cherry Street paving and street lighting in 2014.
- Construction is anticipated to take place during the 2014 construction season and be completed by spring of 2015.

SUPPORT MATERIALS:

- Abstract of Bids
- Timetable for Special Assessment Projects
- Location map of project
- Budget Amendment Request
- Copy of page 128 of the 2014 Budget Book showing Budget Amendment funding source

ABSTRACT OF BIDS RECEIVED
CITY OF GRAND FORKS, ENGINEERING DEPT.

BID OPENING DATE: 8/4/14[illegible]

TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name Paving and Street Lighting for the 5500 Block of Charlie Ray Drive and Cottonwood Street (Charlie Ray Dr. to 58th Ave S)

Project Number 7209

District No. 673

Project Name Paving and Street Lighting for Gallatan Circle and Cherry Street (55th Ave S to 300 feet South)

Project Number 7214

District No. 674

- ☒ Paving
- ☒ Street Lighting
- ☐ Street Improvement
- ☐ Other _____

This timetable prepared by MPY

Revised by _____

Date 6/18/2014

Date _____

Action	Date of Action			Approved
	Other	Committee	Council	
Approval of Engineers Report including estimate. Resolution creating assessment district. Direct engineering to prepare plans & specifications, and advertise for construction bids.		6/24/2014	7/7/2014	
*Notices sent to property owners.	Week of 7/8/2014			
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	Week of 7/8/2014			
Approval of plans & specs/set bid date.		7/15/2014	7/21/2014	
Resolution of Necessity published.	7/15/2014			
**Advertisement for bids prepared.	7/16/2014			
*Advertisement for bids published.	7/19/2014			
Discuss Project. (Optional)		7/29/2014		
***Bids received, opened & tabulated.	8/4/2014			
#Recommend award of contract.		8/12/2014		
Expiration of protest period.	8/14/2014			

*Responsibility of Finance & Administrative Services Office

**Responsibility of Engineering Department.

***Responsibility of Finance & Administrative Service Office & Engineering Department.

#If bids are more than 25% higher than engineers estimate, Finance & Administrative Services Office will notify property owners and protest period will be extended 2 weeks.

***Certificate as to sufficiency.	8/18/2014			
Resolution as to protest and awarding contract.			8/18/2014	We are Here

*Responsibility of Finance & Administrative Services Office

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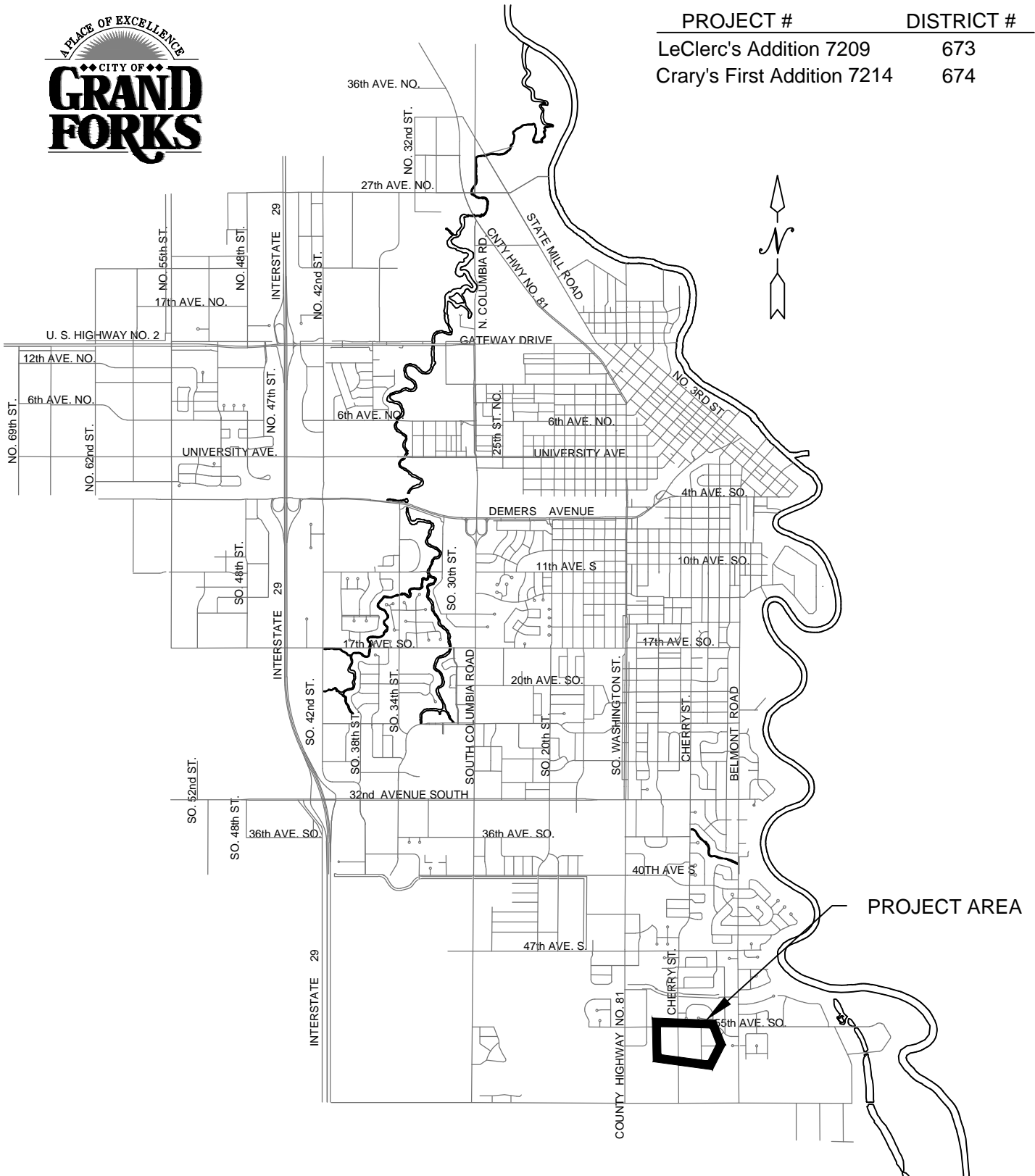
#If bids are more than 25% higher than engineers estimate, Finance & Administrative Services Office will notify property owners and protest period will be extended 2 weeks.

Location Map

Paving for LeClerc's Addition - Charlie Ray Dr & Cottonwood
 Paving for Crary's First Addition - Gallatan Circle & Cherry
 (St. from 55th AS to 300 ft. South)



PROJECT #	DISTRICT #
LeClerc's Addition 7209	673
Crary's First Addition 7214	674



CITY OF GRAND FORKS, NORTH DAKOTA

BUDGET AMENDMENT REQUEST						REQUEST NO.		DATE: 8/5/2014		PAGE: 1			
TO: FINANCE AND ADMINISTRATIVE OFFICE						FROM: ENGINEERING DEPARTMENT							
Request amendment to budget as indicated						8/5/2014 DATE		<u>ALLEN GRASSER</u> DEPARTMENT HEAD					
Increase Revenue						Increase Expenditure Account							
FUND CODE	DEPT CODE	SUB DEPT CODE	BUDGET CODE	DESCRIPTION	AMOUNT	FUND CODE	DEPT CODE	SUB DEPT CODE	BUDGET CODE	DESCRIPTION	AMOUNT		
2115	000		3900010	Cash Carryover-Budget	\$180,000.00	2115	100		6500010	Work in Progress	\$180,000.00		
				TOTAL	\$180,000.00					TOTAL	\$180,000.00		
REASON: City portion of construction for a classified street extension													
FINANCE DIRECTOR'S COMMENT:													
AUDITORS COMMENT:						CERTIFY AVAILABILITY OF FUNDS							
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City Of Grand Forks

Fund 2115: Highway Tax Dist. Fund

Account Number	Description	2011 Amended Budget	2011 Actual Amount	2012 Amended Budget	2012 Actual Amount	2013 Adopted Budget	2014 Adopted Budget
Fund	2115	Highway Tax Dist. Fund					
Revenue							
Department	000	Revenues					
Intergovernmental							
321.0045	Federal Highway Adm.Grant	\$0.00	\$225,000.00	\$0.00	\$0.00	\$0.00	\$0.00
321.0270	ARRA JAG Stimulus Funding	\$0.00	\$6,919.33	\$0.00	\$0.00	\$0.00	\$0.00
324.0050	Highway Users Tax	\$2,565,645.00	\$3,176,949.50	\$2,965,645.00	\$3,322,345.32	\$3,494,644.00	\$3,654,579.00
Comment:		Comment					
		10% increase over 2012 actual per projection from State					
324.0052	2011/13 Legislative Disb	\$0.00	\$1,134,911.92	\$0.00	\$1,213,893.01	\$0.00	\$0.00
Total: Intergovernmental		\$2,565,645.00	\$4,543,780.75	\$2,965,645.00	\$4,536,238.33	\$3,494,644.00	\$3,654,579.00
Interest							
356.0010	Interest-Investments	\$56,000.00	\$98,235.98	\$78,877.00	\$82,049.95	\$55,791.00	\$91,828.00
Total: Interest		\$56,000.00	\$98,235.98	\$78,877.00	\$82,049.95	\$55,791.00	\$91,828.00
Operating Revenues							
338.0060	Tapping Mains-Other Svcs	\$0.00	\$18,451.35	\$0.00	\$49,034.68	\$0.00	\$0.00
Total: Operating Revenues		\$0.00	\$18,451.35	\$0.00	\$49,034.68	\$0.00	\$0.00
Extraordinary Revenue							
374.0000	Unrealized Gain on Invest	\$0.00	\$0.00	\$0.00	\$49,854.35	\$0.00	\$0.00
Total: Extraordinary Revenue		\$0.00	\$0.00	\$0.00	\$49,854.35	\$0.00	\$0.00
Cash Carryover-Budget							
390.0010	Cash Carryover-Budget	\$2,808,300.00	\$0.00	\$4,998,869.00	\$0.00	\$5,579,141.00	\$9,182,779.00
390.0050	Use of Reserve Cash	\$0.00	\$0.00	\$1,360,000.00	\$0.00	\$1,350,000.00	\$1,320,000.00
Total: Cash Carryover-Budget		\$2,808,300.00	\$0.00	\$6,358,869.00	\$0.00	\$6,929,141.00	\$10,502,779.00
Department Total: Revenues		\$5,429,945.00	\$4,660,468.08	\$9,403,391.00	\$4,717,177.31	\$10,479,576.00	\$14,249,186.00