



# City of Grand Forks Staff Report



**Committee of the Whole – February 25, 2019**  
**City Council – March 4, 2019**

---

**Agenda Item:** Engineer's Report and Special Assessment District for City Projects No. 7903, District 552; No. 7904, District 338 and No. 7905, District 553 – Sanitary Sewer, Watermain and Storm Sewer for Opportunity Park 1<sup>st</sup> Resubdivision

---

**Submitted by:** Engineering Department: Shane Duchscher (Project Engineer)  
David Kuharenko, PE (Principal Civil Engineer)

---

**Staff Recommended Action:** Approve Engineer's Report, Create Special Assessment District, Direct Engineering Department to Prepare Plans & Specifications and Advertise for Construction Bids for City Projects No. 7903, District 552; No. 7904, District 338 and No. 7905, District 553 – Sanitary Sewer, Watermain and Storm Sewer for Opportunity Park 1<sup>st</sup> Resubdivision

---

**Committee Recommended Action:** Refer to City Council with recommendation to approve.

---

**Council Action:**

---

## **BACKGROUND:**

These projects consist of the installation of sanitary sewer, watermain, and storm sewer, which will provide services to recently platted Opportunity Park 1<sup>st</sup> Resubdivision. The attached district maps show the location of the projects.

Southern Estates, Inc. has requested the construction of the utilities in 2019 and for them to be special assessed to the benefitting properties. The letter of request has been included.

All costs for these projects will be special assessed to the benefitting properties with the exception of the city share of watermain up-sizing cost. A portion of watermain will be 16" in diameter and per City policy the City will pay for the increase in material cost to upsize the watermain from 8" pipe and fittings to the required 16" pipe and fittings. The City Share of upsizing is estimated to be \$33,400 and will come from fund 5300 - Waterworks. Water and sewer is considered a health/safety infrastructure improvement project and therefore cannot be protested per State law.

The sanitary sewer, watermain, and storm sewer projects (7903, 7904 and 7905) will be bid together and awarded to one bidder. The installation of these utilities will take place during the 2019 construction season.

### **ANALYSIS AND FINDINGS OF FACT:**

- The total assessment cost for the sanitary sewer is estimated to be \$581,600.
- The total assessment cost for the watermain is estimated to be \$317,000. The City share for upsizing is estimated to be \$33,400.
- The total assessment cost for the storm sewer is estimated to be \$155,000.
- Benefitting properties will be special assessed for the project.
- Approval of the Plans & Specifications is currently scheduled for the March 11, 2019 Committee of the Whole and the March 18, 2019 Council.
- The project is scheduled to be bid on April 1, 2019.
- Approval of the Bids is currently scheduled for the April 8, 2019 Committee of the Whole and the April 15, 2019 Council.

### **SUPPORT MATERIALS:**

- Engineer's Reports
- Timetable for Special Assessment Projects
- Assessment Districts
- Letter of Request

**ENGINEER'S REPORT**

District No. 552

(Project No. 7903)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 7903 benefiting

District No. 552

1. Purpose and general nature:

Improvement of the municipal system serving the district by:

Sanitary Sewer

2. Location:

Described as follows:

Opportunity Park 1<sup>st</sup> Resubdivision

3. Feasibility and cost:

In the opinion of the undersigned, the improvement is feasible and the probable cost thereof is estimated to be approximately \$581,600 including construction, engineering, financing, contingencies, and other incidental costs.

4. A map of the district is attached.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Allen R. Grasser, PE – City Engineer

Construction Cost	\$469,000
Less City Share (0%)	\$0
<hr/> Assessed Construction Cost	<hr/> \$469,000
Project Related Expenses	
City Engineering (8%)	\$37,500
Advertising, Legal & Miscellaneous (4%)	\$18,800
Administration (8%)	\$37,500
Interim Financing (4%)	\$18,800
<hr/> Total Assessment Amount	<hr/> \$581,600

**ENGINEER'S REPORT**

District No. 338

(Project No. 7904)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 7904 benefiting

District No. 338

1. Purpose and general nature:

Improvement of the municipal system serving the district by:

Watermain

2. Location:

Described as follows:

Opportunity Park 1<sup>st</sup> Resubdivision

3. Feasibility and cost:

In the opinion of the undersigned, the improvement is feasible and the probable cost thereof is estimated to be approximately \$317,000 including construction, engineering, financing, contingencies, and other incidental costs.

4. A map of the district is attached.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Allen R. Grasser, PE – City Engineer

Construction Cost	\$289,000
Less City Share (Upsizing)	\$33,400
<u>Assessed Construction Cost</u>	<u>\$255,600</u>
Project Related Expenses	
City Engineering (8%)	\$20,500
Advertising, Legal & Miscellaneous (4%)	\$10,200
Administration (8%)	\$20,500
Interim Financing (4%)	\$10,200
<u>Total Assessment Amount</u>	<u>\$317,000</u>

**ENGINEER'S REPORT**

District No. 553

(Project No. 7905)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 7905 benefiting

District No. 553

1. Purpose and general nature:

Improvement of the municipal system serving the district by:

Storm Sewer

2. Location:

Described as follows:

Opportunity Park 1<sup>st</sup> Resubdivision

3. Feasibility and cost:

In the opinion of the undersigned, the improvement is feasible and the probable cost thereof is estimated to be approximately \$155,000 including construction, engineering, financing, contingencies, and other incidental costs.

4. A map of the district is attached.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Allen R. Grasser, PE – City Engineer

Construction Cost	\$125,000
Less City Share (0%)	\$0
<hr/>	<hr/>
Assessed Construction Cost	\$125,000
Project Related Expenses	
City Engineering (8%)	\$10,000
Advertising, Legal & Miscellaneous (4%)	\$5,000
Administration (8%)	\$10,000
Interim Financing (4%)	\$5,000
<hr/>	<hr/>
Total Assessment Amount	\$155,000

## TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name Sanitary Sewer for Opportunity Park 1<sup>st</sup> Resubdivision  
 Project Number 7903 District No. 552

Project Name Watermain for Opportunity Park 1<sup>st</sup> Resubdivision  
 Project Number 7904 District No. 338

Project Name Storm Sewer for Opportunity Park 1<sup>st</sup> Resubdivision  
 Project Number 7905 District No. 553

- Water
- Sewer
- Water & Sewer
- Sidewalk
- Other \_\_\_\_\_

This timetable prepared by SD  
 Revised by \_\_\_\_\_

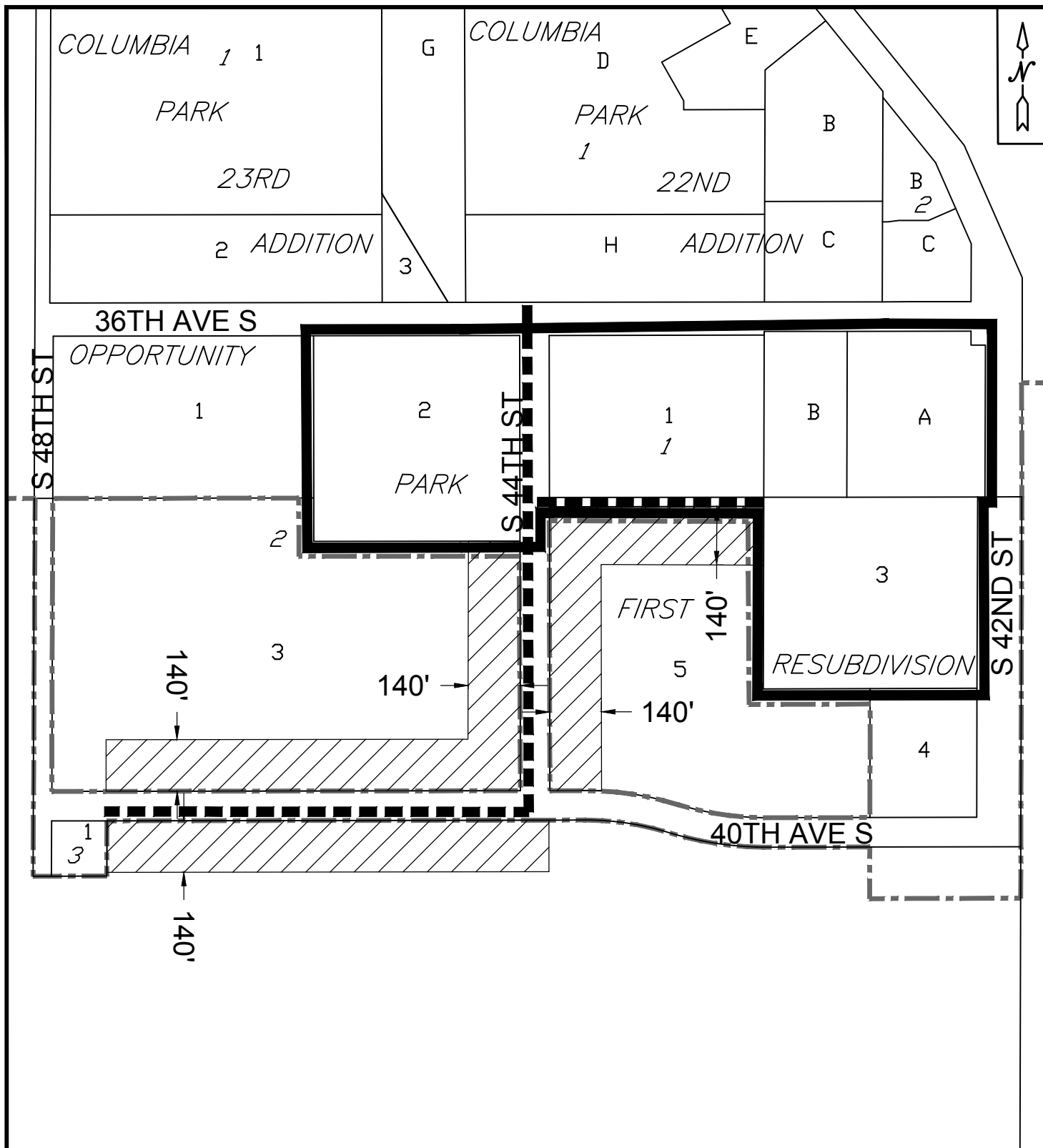
Date 2/19/19  
 Date \_\_\_\_\_

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.		2/25/19	3/4/19	We are Here
*Notices sent to property owners.	Week of 3/5/19			
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	Week of 3/5/19			
Approval of plans & specs/set bid date		3/11/19	3/18/19	
**Advertisement for bids prepared.	3/13/19			
*Advertisement for bids published.	3/16/19			
Discuss Project. (Optional)		3/25/19		
***Bids received, opened & tabulated.	4/1/19			
Recommend award of contract.		4/8/19		
Award Contract.			4/15/19	

\*Responsibility of Finance & Administrative Services Office

\*\*Responsibility of Engineering Department

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

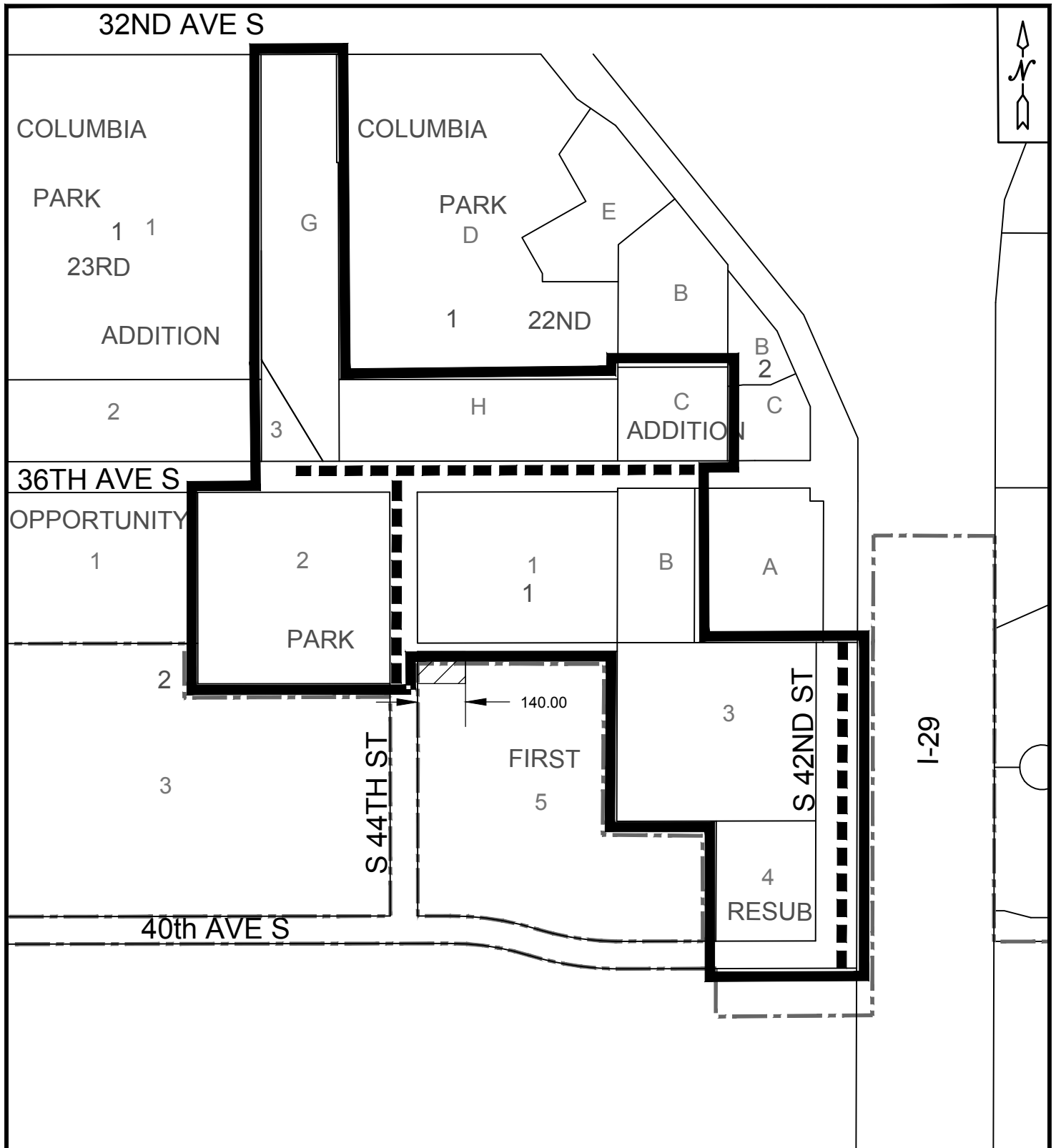


# SANITARY SEWER FOR OPPORTUNITY PARK FIRST RESUBDIVISION

## LEGEND

PROJECT # 7903  
DISTRICT # 552

- ASSESSMENT DISTRICT BOUNDARY
- PROJECT LIMITS
- CITY LIMITS
- FUTURE ASSESSMENT DISTRICT



# WATERMAIN FOR OPPORTUNITY PARK FIRST RESUBDIVISION

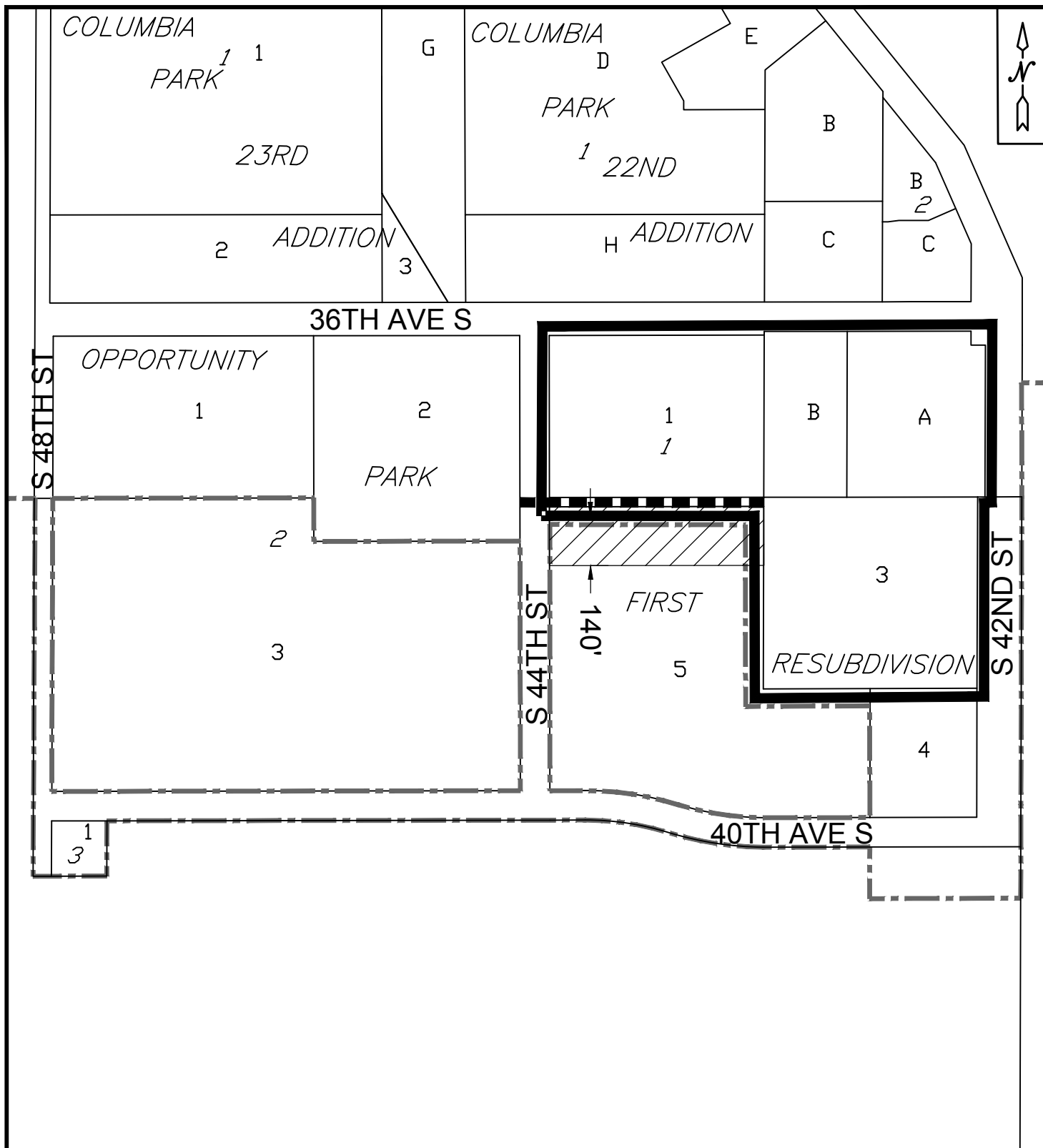
## LEGEND

PROJECT # 7904  
DISTRICT # 338

- ASSESSMENT DISTRICT BOUNDARY
- PROJECT LIMITS
- CITY LIMITS

FUTURE ASSESSMENT DISTRICT





# STORM SEWER FOR OPPORTUNITY PARK FIRST RESUBDIVISION

## LEGEND

PROJECT # 7905  
DISTRICT # 553

- ASSESSMENT DISTRICT BOUNDARY
- PROJECT LIMITS
- CITY LIMITS
- FUTURE ASSESSMENT DISTRICT



January 11, 2019

Mr. Allen Grasser, PE; City Engineer  
City of Grand Forks  
255 North 4<sup>th</sup> Street  
Grand Forks, ND 58206-5200

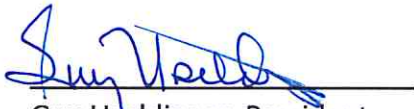
RE: Request for Special Assessment of Infrastructure  
Opportunity Park 1<sup>st</sup> Resubdivision

Dear Mr. Grasser,

Please accept this letter as my official request to have sanitary sewer, watermain, storm sewer, paving, and street lighting infrastructure special assessed for property owned by Southern Estates, Inc.; as highlighted on Exhibit 1 (attached). We would like this work completed by November 2019.

Please contact me if you have any questions.

Respectfully submitted,

  
Guy Useldinger, President

Attachment: Exhibit 1

P.O. Box 12305  
Grand Forks, ND 58208  
Cell 218-791-0489  
Fax 701-772-1195