



City of Grand Forks Staff Report

Committee of the Whole – March 25, 2019

City Council – April 1, 2019

Agenda Item: Engineer's Report and Special Assessment District for City Project No 7799, District No. 717 – Paving North 62nd Street (Gateway Drive to 500 feet north)

Submitted by: Engineering Department, David Kuharenko, PE (Principal Engineer)
Jonathan Olson, (Project 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 Project No. 7799, District No. 717 – Paving North 62nd Street (Gateway Drive to 500 feet north)

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

Council Action:

BACKGROUND:

This project, initiated at the request of a local property owner, consists of paving North 62nd Street from Gateway Drive to 500 feet north. The attached assessment district map shows the location of the project.

Construction of this project is anticipated to take place in the 2019 construction season, following installation of storm sewer under a separate project.

As North 62nd Street is a collector, the City will pay 80% of the construction costs with the remaining 20% to be assessed to benefitting properties. The City portion will come from Economic Development funds. Paving projects can be protested per state law.

ANALYSIS AND FINDINGS OF FACT:

- The total construction cost is currently estimated to be \$259,000.
- The City portion is estimated to be \$207,000.
- The total assessment cost is currently estimated to be \$64,000.
- Benefitting properties will be special assessed for the project.
- Approval of the Plans and Specifications is currently scheduled for the April 8, 2019 Committee of the Whole and the April 15, 2019 Council.
- The project is scheduled to be bid on April 29, 2019.
- Approval of the Bids is currently scheduled for May 13, 2019 Committee of the Whole and May 20, 2019 Council.
- Construction is anticipated to take place within the 2019 construction season.

SUPPORT MATERIALS:

- Engineer's Report
- Timetable for Special Assessment Projects
- Assessment District Map
- Letter of Request
- Page 504 of 2019 City Budget showing this project in the CIP

ENGINEER'S REPORT

District No. 717 (Project No. 7799)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 7799 benefiting

District No. 717

1. Purpose and general nature:

Improvement of the municipal system serving the district by:

Paving

2. Location:

Described as follows:

North 62nd Street from Gateway Drive to 500 feet north.

3. Feasibility and cost:

In the opinion of the undersigned, the improvement is feasible and the probable assessed cost thereof is estimated to be approximately \$64,000 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	\$259,000
Less City Share (80%)	\$207,000
Assessed Construction Cost	\$52,000
Project Related Expenses	
City Engineering (8%)	\$4,000
Advertising, Legal & Miscellaneous (4%)	\$2,000
Administration (8%)	\$4,000
Interim Financing (4%)	\$2,000
Total Assessment Amount	\$64,000

TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name Paving N 62nd St. (Gateway Dr. to 500 ft North)

Project Number 7799

District No. 717

- Paving
- Street Lighting
- Street Improvement
- Other _____

This timetable prepared by JDO

Revised by _____

Date 3/15/2019

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.		3/25/2019	4/1/2019	We are Here
*Notices sent to property owners.	Week of 4/2/2019			
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	Week of 4/2/2019			
Approval of plans & specs/set bid date.		4/8/2019	4/15/2019	
Resolution of Necessity published.	4/9/2019			
**Advertisement for bids prepared.	4/10/2019			
*Advertisement for bids published.	4/13/2019			
Discuss Project. (Optional)		4/22/2019		
***Bids received, opened & tabulated.	4/29/2019			
#Recommend award of contract.		5/13/2019		
Expiration of protest period.	5/9/2019			
***Certificate as to sufficiency.	5/20/2019			
Resolution as to protest and awarding contract.			5/20/2019	

*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.

ENGLISH COULEE DIVERSION



CAMPBELL

N 62ND ST

N 58TH ST

17TH AVE N

WESTPOINT

2

1

3

BUSINESS PARK

1

FIRST

ADDITION

O'S ADDN

4

2

3

2

ADDITION

1

U.S. HIGHWAY NO. 2

4
1

5

6

1

2

3

4

5

6

7

8

9

1

2

3

4

A

2

N 66TH ST

1

2

N 62ND ST

12TH AVE N

1

2

B

3

4

N 58TH ST

3

4

**PAVING NORTH 62ND STREET
(GATEWAY DRIVE TO 500 FT NORTH)**

LEGEND

PROJECT # 7799

DISTRICT # 717

 ASSESSMENT DISTRICT BOUNDARY

 PROJECT LIMITS

 CITY LIMITS

 FUTURE ASSESSMENT DISTRICT



Mr. Allen Grasser, PE; City Engineer
City of Grand Forks
255 North Fourth Street
Grand Forks, ND 58206-5200

RE: Paving North 62nd Street
Westpoint Business Park First Addition

Dear Mr. Grasser,

Please consider this letter our request to pave North 62nd Street, from Gateway Drive, north to approximately 60 feet north of the southeast corner of Lot 3, Block 1, Westpoint Business Park First Addition. We request that these improvements be special assessed to the benefitting properties and would like this project completed during the 2018 construction season.

Please contact me if you have any questions or would like to discuss this matter.

Respectfully submitted,

Paul Steffes, CEO
Steffes, LLC
Phone: 701.483.5400

City of Grand Forks
2019 City Budget

CIP (continued)
Six Year CIP Summary Listing

Category/Project Source of Funds	2019	2020	2021	2022	2023	2024	Estimated Total Cost
Streets & Bikepaths							
N 5th St. (Bus. US-2 Gateway to Demers Mill & Overlay)							
Federal Share Regional	845,719	-	-	-	-	-	845,719
State Share	94,781	-	-	-	-	-	94,781
City Share (Street/Infrastructure)	111,000	-	-	-	-	-	111,000
Total	1,051,500	-	-	-	-	-	1,051,500
Columbia Rd Overpass							
Federal Share Urban	-	-	-	-	-	4,320,000	4,320,000
City Share (Bridge Reserve)	-	-	-	-	500,000	1,100,000	1,600,000
Total	-	-	-	-	500,000	5,420,000	5,920,000
Adv Ped Walk 42nd St & Columbia Rd Corridors, Backplates							
Federal Share	91,710	-	-	-	-	-	91,710
State Share	-	-	-	-	-	-	-
City Share (Street/Infrastructure)	11,000	-	-	-	-	-	11,000
Total	102,710	-	-	-	-	-	102,710
S 34th St (47th Ave S to 52nd Ave S)							
Special Assessment (20%)	-	-	-	126,000	-	-	126,000
City Share (Street/Infrastructure) (80%)	-	-	-	504,000	-	-	504,000
Total	-	-	-	630,000	-	-	630,000
S 48th St (32nd Ave S to 36th Ave S)							
Special Assessment (20%)	-	-	145,200	-	-	-	145,200
City Share (Street/Infrastructure) (80%)	-	-	580,800	-	-	-	580,800
Total	-	-	726,000	-	-	-	726,000
S 48th St (36th Ave S to 40th Ave S)							
Special Assessment (20%)	-	-	-	145,200	-	-	145,200
City Share (Street/Infrastructure) (80%)	-	-	-	580,800	-	-	580,800
Total	-	-	-	726,000	-	-	726,000
S 48th St (40th Ave S to 46th Ave S)							
Special Assessment (20%)	-	-	-	375,200	-	-	375,200
City Share (Street/Infrastructure) (80%)	-	-	-	1,500,800	-	-	1,500,800
Total	-	-	-	1,876,000	-	-	1,876,000
32nd Ave Corridor Improvements							
Federal Share	6,635,000	-	-	-	-	-	6,635,000
State Share	369,000	-	-	-	-	-	369,000
City Share (Street/Infrastructure)	369,000	-	-	-	-	-	369,000
Total	7,373,000	-	-	-	-	-	7,373,000
N 62nd St (Gateway -17th Ave N)							
Special Assessment (20%)	-	-	-	186,000	-	-	186,000
Economic Development (80%)	-	-	-	744,000	-	-	744,000
Total	-	-	-	930,000	-	-	930,000
N Washington Reconstruct (5th Ave S to 1st Ave N) - Includes Underpass							
Federal Share Regional	-	-	14,243,680	-	-	-	14,243,680
State Share	-	-	1,596,320	-	-	-	1,596,320
City Share (Bridge reserve fund 4122)	-	-	700,000	-	-	-	700,000
City Share (Street/Infrastructure)	-	-	1,400,000	-	-	-	1,400,000
Total	-	-	17,940,000	-	-	-	17,940,000
Business US 2 Reconstruct (Demers)							
Federal Share Regional	5,786,495	-	-	-	-	-	5,786,495
State Share	647,504	-	-	-	-	-	647,504
City Share (Street/Infrastructure)	715,001	-	-	-	-	-	715,001
Total	7,149,000	-	-	-	-	-	7,149,000
Cherry St (62nd Ave S to 66th Ave S)							
Special Assessment (20%)	-	-	-	-	184,800	-	184,800
City Share (Street/Infrastructure) (80%)	-	-	-	-	739,200	-	739,200
Total	-	-	-	-	924,000	-	924,000
40th Ave S (S42nd St to S 45th St)							
Special Assessment (20%)	-	-	206,800	-	-	-	206,800
City Share (street/infrastructure) (80%)	-	-	827,200	-	-	-	827,200
Total	-	-	1,034,000	-	-	-	1,034,000