



# City of Grand Forks Staff Report

**Committee of the Whole – April 8, 2019**

**City Council – April 15, 2019**

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**Agenda Item:** Engineer’s Report and Special Assessment District for City Project No. 7907, District 723 - Paving & Street Lighting for Opportunity Park 1<sup>st</sup> Resubdivision

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

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**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. 7907, District 723 - Paving & Street Lighting for Opportunity Park 1<sup>st</sup> Resubdivision

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

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**Council Action:**

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## **BACKGROUND:**

This project consists of the installation of paving and street lighting for the recently platted Opportunity Park 1<sup>st</sup> Resubdivision. Opportunity Park 1<sup>st</sup> Resubdivision is part of an area considered to be one of the City’s Strategic Infrastructure Growth (SIG) areas. The project includes the extension of the pavement on South 42<sup>nd</sup> Street beginning at the south property line of Revolution’s Power Sports and continuing to 40<sup>th</sup> Avenue South. Also included for paving is the extension of 36<sup>th</sup> Avenue South approximately 1,200 feet west from the current end location. The limit of the street lighting has been expanded to include an additional area which has had pavement installed under previous projects, but street lighting has not been installed. The proposed street lighting will be installed on South 42<sup>nd</sup> Street beginning at 32<sup>nd</sup> Avenue South and will continue south to the end of the project at 40<sup>th</sup> Avenue South. The street lighting on 36<sup>th</sup> Avenue South will begin at South 42<sup>nd</sup> Street and continue west to the end of the project. The attached district map shows the location of the project.

Southern Estates, Inc. has requested the construction of paving and street lighting for Opportunity Park 1<sup>st</sup> Resubdivision and for them to be special assessed to the benefitting properties. The letter of request has been included.

This project will be special assessed to the benefitting properties with the exception of the City share of the paving and street lighting for South 42<sup>nd</sup> Street. South 42<sup>nd</sup> Street is a classified street and per City policy a classified street is paid at an 80% City cost share with the remaining 20% to be special assessed. Paving and street lights may be protested per State law.

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

- The total estimated project cost for paving & street lighting is estimated to be \$1,290,000.
- The total assessment cost for paving & street lighting is estimated to be \$910,400.
- The City share for 80% cost share on S. 42<sup>nd</sup> St. paving & street lighting is estimated to be \$556,000.
- City Share is to be funded from the Street & Infrastructure Fund 4815 where a total of \$381,600 has been budgeted in 2019 for this project.
- After bidding it will be determined if a budget amendment will be required to reflect the City cost share for this project. Any funds needed for an amendment would come from cash on hand account and be moved into the Street & Infrastructure Fund 4815 to be placed under this project.
- Benefitting properties will be special assessed for the project.
- Approval of the Plans & Specifications is currently scheduled for the April 22, 2019 Committee of the Whole and the May 6, 2019 Council.
- The project is scheduled to be bid on May 20, 2019.
- Approval of the Bids is currently scheduled for the May 28, 2019 Committee of the Whole and the June 3, 2019 Council.
- Construction is anticipated to take place during the 2019 construction season and to be completed in the summer of 2020.

### **SUPPORT MATERIALS:**

- Engineer's Report
- Timetable for Special Assessment Projects
- Assessment District
- Page 320 of the 2019 City Budget indicating funding source for this project
- Letter of Request

**ENGINEER'S REPORT**

District No. 723

(Project No. 7907)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 7907 benefiting

District No. 723

1. Purpose and general nature:

Improvement of the municipal system serving the district by:

Paving and Street Lights

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 \$910,400 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	\$1,290,000
Less City Share for S. 42 <sup>nd</sup> St. (80%)	\$556,000
<hr/> Assessed Construction Cost	<hr/> \$734,000
Project Related Expenses	
City Engineering (8%)	\$58,800
Advertising, Legal & Miscellaneous (4%)	\$29,400
Administration (8%)	\$58,800
Interim Financing (4%)	\$29,400
<hr/> Total Assessment Amount	<hr/> \$910,400

# TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name Paving & Street Lighting for Opportunity Park 1<sup>st</sup> Resubdivision

Project Number 7907

District No. 723

- Paving
- Street Lighting
- Street Improvement
- Other \_\_\_\_\_

This timetable prepared by SD

Date 4/1/19

Revised by \_\_\_\_\_

Date \_\_\_\_\_

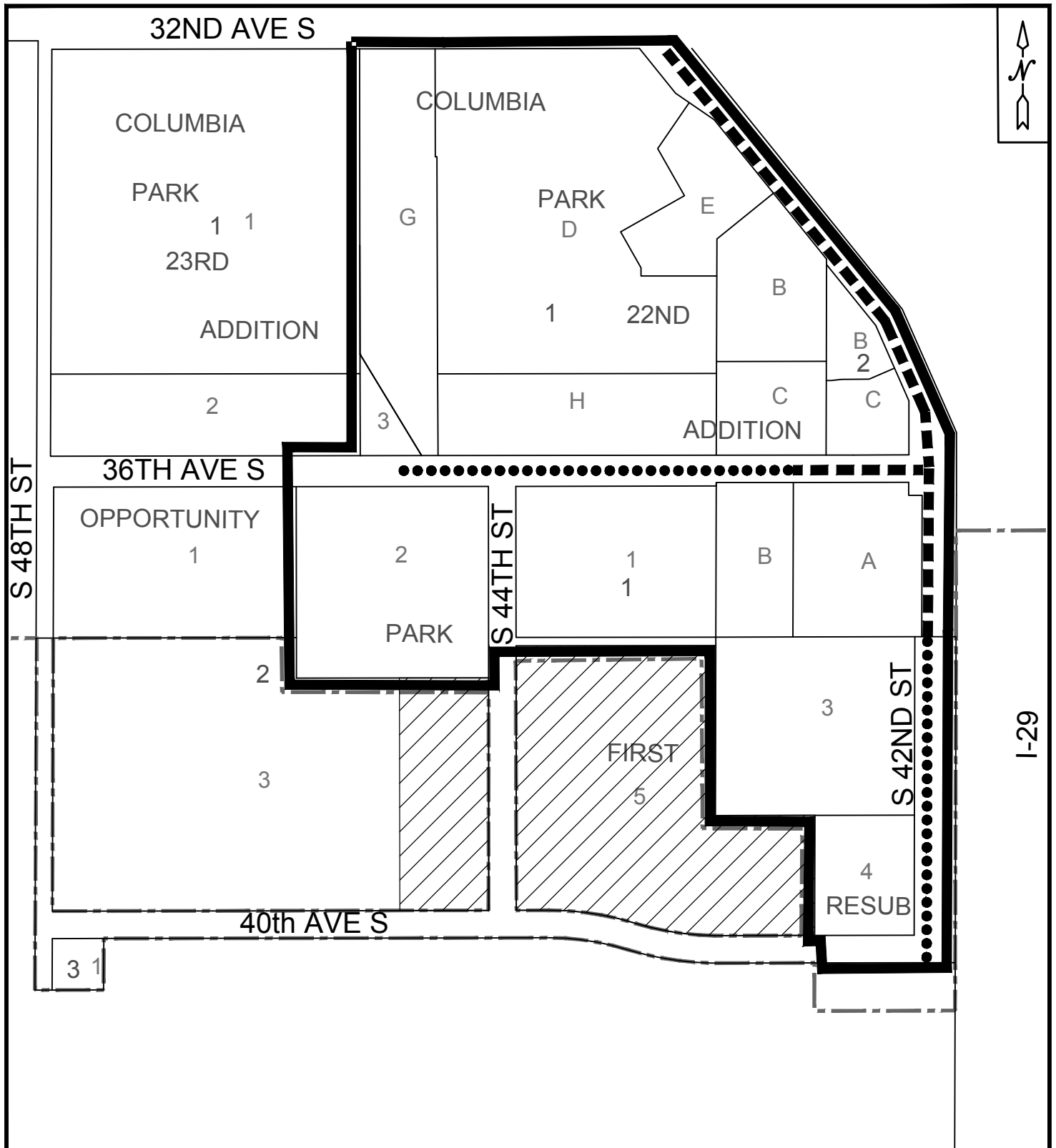
Action	Date of Action			Approved
	Other	Committee	Council	
Approval of Engineers Report including estimate. Resolution creating assessment district. Direct engineering to prepare plans & specifications, and advertise for construction bids.		4/8/19	4/15/19	We are Here
*Notices sent to property owners.	Week of 4/16/19			
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	Week of 4/16/19			
Approval of plans & specs/set bid date.		4/22/19	5/6/19	
Resolution of Necessity published.	4/30/19			
**Advertisement for bids prepared.	5/1/19			
*Advertisement for bids published.	5/4/19			
Discuss Project. (Optional)		5/13/19		
***Bids received, opened & tabulated.	5/20/19			
#Recommend award of contract.		5/28/19		
Expiration of protest period.	5/30/19			
***Certificate as to sufficiency.	6/3/19			
Resolution as to protest and awarding contract.			6/3/19	

\*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.



**PAVING & STREET LIGHTING FOR  
OPPORTUNITY PARK 1ST RESUBDIVISION**

**LEGEND**

- ASSESSMENT DISTRICT BOUNDARY
- PAVING & STREET LIGHTING PROJECT LIMITS
- STREET LIGHTING ONLY PROJECT LIMITS
- - - -** CITY LIMITS
- ▨** FUTURE ASSESSMENT DISTRICT

PROJECT # 7907

DISTRICT # 723



# Street & Infrastructure

Budget Year 2019

G/L Account	Account Description	2016 Amended Budget	2016 Actual Amount	2017 Amended Budget	2017 Actual Amount	2018 Adopted Budget	2019 Adopted Budget
Fund 4815 - Street/Infrastructure Fund							
	Adopted Budget					1.0000	300,000.00
	Minor Street Repair						300,000.00
	Adopted Budget					1.0000	2,385,000.00
	Street Mtce Program (3% Increase per Year)						2,385,000.00
	Adopted Budget					1.0000	80,000.00
	Intelligent Transportation System						80,000.00
	Adopted Budget					1.0000	60,000.00
	LED Street Light Replacement Program						60,000.00
	Adopted Budget					1.0000	20,000.00
	Diamond Grade Reflectivity of Signs						20,000.00
	Adopted Budget					1.0000	200,000.00
	N Washington CPR & Grind (8th Ave N to Gateway Dr)						200,000.00
	Adopted Budget					1.0000	11,000.00
	Advanced Ped Walk 42nd St. and Columbia Rd Corridors						11,000.00
	Adopted Budget					1.0000	50,000.00
	US Hwy 2 & N 55th St Traffic Signal						50,000.00
	Adopted Budget					1.0000	255.00
	Red Light Confirmation Indicators on Gateway						255.00
	Adopted Budget					1.0000	744,000.00
	N 62nd (10th to Gateway) (SIG Econ Devel)						744,000.00
	Adopted Budget					1.0000	100,000.00
	ADA/MPO/Other Consulting Services						100,000.00
	Adopted Budget					1.0000	369,000.00
	32nd Ave S Turn Lanes (Corridor Improvements)						369,000.00
	Adopted Budget					1.0000	20,000.00
	Washington Street Underpass Evaluation						20,000.00
	Adopted Budget					1.0000	47,600.00
	Washington St (Hammerling to 8th Ave N) ADA Ramps						47,600.00
	Adopted Budget					1.0000	150,000.00
	Point Bridge Rehabilitation (Portion from Bridge Reserve)						150,000.00
	Adopted Budget					1.0000	381,600.00
	S 42nd St (34th to 40th Ave S; Rural Section)						381,600.00
	Adopted Budget					1.0000	616,000.00
	Cherry St (60th to 62nd Ave S)						616,000.00
	Adopted Budget					1.0000	111,000.00
	N 5th St (Gateway to Demers-Mill & Overlay)						111,000.00
	Adopted Budget					1.0000	715,001.00
	Business US 2 Reconstruction (Demers to Red River)						715,001.00
	Adopted Budget					1.0000	60,000.00
	Demers Ave Traffic Signal						60,000.00
	Adopted Budget					1.0000	100,000.00
	Large Project Update/Continuation						100,000.00
	Adopted Budget					1.0000	80,000.00
	Bikepath Maintenance						80,000.00
	Adopted Budget					1.0000	232,408.00
	Bikepath Development (New)						232,408.00
	Adopted Budget					1.0000	50,000.00
	Quiet Zone Redundancy						50,000.00
	Adopted Budget					1.0000	100,000.00
	Maintenance of Street Lights						100,000.00
	Adopted Budget					1.0000	100,000.00
	Minor Intersection Improvement						100,000.00
	Adopted Budget					1.0000	80,000.00
	Transportation Studies						80,000.00
	Adopted Budget					1.0000	60,000.00
	Pavement Management						60,000.00
	Adopted Budget					1.0000	445,600.00
	S 34th St (45th to 47th Ave S)						445,600.00
	Adopted Budget					1.0000	50,000.00
	Consulting Assistance for Specifications Revisions						50,000.00
	Adopted Budget					1.0000	728,800.00
	N 36th St (20th to 24th Ave N) (SIG Econ Devel)						728,800.00



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

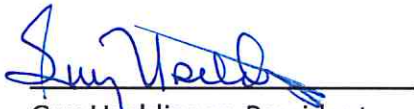
RE: Request for Special Assessment of Infrastructure  
Opportunity Park 1<sup>st</sup> Resubdivision

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