



City of Grand Forks
Staff Report
Committee of the Whole – January 11th, 2021
City Council – January 19th, 2021

APPROVED & ACCEPTED
by City Council

01/19/2021

Maureen Storstad
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City Auditor

Agenda Item: Special Assessment District for City Project No. 7539, District No. 737 – Oscarville Paving & Street Lights

Submitted by: Engineering Department, Edward Liberman (Assistant City Engineer)
Matthew Maguire (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 Project No. 7539, District No. 737 – Oscarville Paving & Street Lights**

Committee Recommended Action: Motion by Weigel, second by Vein, to refer to City Council with a recommendation to approve.
Motion carried unanimously.

Council Action: Motion by Sande, second by Kvamme, to approve, adopt Resolution to Create the Special Assessment District, approve Engineers Report, and adopt Resolution of Necessity. Motion carried unanimously.

BACKGROUND:

City project 7539 will consist of installing paving and street lights to serve properties in the Oscarville area. This infrastructure will be installed from 27th Ave. N. south to 20th Ave. N., and from N. 44th St. east to N. 42nd St. Street lights, sidewalks, and bikepaths are not currently installed in this area. The proposed work would replace an existing gravel rural section and ditches with a 2-lane concrete urban roadway with curb & gutter, berms, street lights, and driveway approaches. This project will require the addition of some storm sewer mainline and catch basins to existing storm sewer facilities with manhole adjustments.

This project is listed in the 2021 City Budget under the 27th Ave N (N. 42nd Street to N. 44th Street), where \$504K has been budgeted. The project scope has expanded to include 24th Ave N (N. 42nd Street to N. 44th Street). All additional costs associated with this expanded scope will come from the Street/Infrastructure Fund 4815 from other unused project budgets or from projects that are anticipated to be under budget. Alternatively, if there is not an adequate amount of available funding, a budget amendment will be processed or funding from Prairie Dog Funding may be utilized.

All costs for this project will be special assessed to the benefitting properties with the exception of an 80% city share for the classified streets. Paving and street lighting projects can be protested as per state law.

ANALYSIS AND FINDINGS OF FACT:

- Design of this project will occur during 2020-2021, with construction planned in 2021.
- The work of this project is currently proposed to consist of paving in the Oscarville area from 27th Ave. N. to 20th Ave. N. & from N. 44th St. to N. 42nd St., including installation of new storm sewer, street lighting, and other miscellaneous work.
- All costs for this project will be special assessed to the benefitting properties with the exception of an 80% city share for the classified streets (27th & 24th Ave N.).
- 20th Ave N. is on a quarter section line but does not serve the neighborhood as a collector/classified street. 24th Ave N. alternatively, does serve this purpose and will be assessed as a classified street.
- Total Construction cost is currently estimated to be \$4,551,700.
- Total City share is estimated to be \$802,000. City Share is to be funded from the Street/Infrastructure Fund 4815 where a total of \$504,000 has been budgeted in 2021 for this project.
- Approval of the Plans & Specifications is currently scheduled for the February 22, 2021 Committee of the Whole and the March 1, 2021 Council.
- The project is scheduled to be bid on March 15, 2021.
- Approval of the Bids is currently scheduled for the March 22, 2021 Committee of the Whole and the April 5, 2021 Council.
- This project is protestable as per State law and the protest period is scheduled to expire on March 26, 2021.
- Construction is anticipated to take place during the 2021 construction season and be completed by the end of the 2021 construction season.

SUPPORT MATERIALS:

- Engineers Report
- Timetable for Special Assessed Projects
- Assessment District Map
- Excerpt from 2021 Mayor's Budget Book (p. 233)

ENGINEER'S REPORT

District No. 7539

(Project No. 737)



The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 7539 benefiting District No. 737

1. Purpose and general nature:

Improvement of the municipal system serving the district by:

Construct pavement and street lights.

2. Location:

Described as follows:

Oscarville:

27th Avenue North (N. 44th Street to N. 42nd Street)

26th Avenue North (N. 43rd Street to N. 42nd Street)

24th Avenue North (N. 44th Street to N. 42nd Street)

20th Avenue North (N. 44th Street to N. 42nd Street)

North 44th Street (20th Avenue N. to 27th Avenue N.)


North 43rd Street (24th Avenue N. to 26th Avenue N.)

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 \$4,649,700 including construction, engineering, financing, contingencies, and other incidental costs:

4. A map of the district is attached.

1/6/21
Date


Allen R. Grasser, PE – City Engineer

Construction Cost	\$4,551,700
Less City Share (80% - 24 th & 27 th Ave. N.)	\$802,000
Assessed Construction Cost	\$3,749,700
Project Related Expenses	
City Engineering (8%)	\$300,000
Advertising, Legal & Miscellaneous (4%)	\$150,000
Administration (8%)	\$300,000
Interim Financing (4%)	\$150,000
Total Assessment Amount	\$4,649,700

TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name Oscarville Paving & Street Lights

Project Number 7539

District No. 737

- Paving
- Street Lighting
- Street Improvement
- Other _____

This timetable prepared by MEM

Revised by _____

Date 11/17/20

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.		1/11/21	1/19/21	We are Here
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	Week of 1/19/21			
*Notices sent to property owners.	Week of 1/19/21			
**Advertisement for bids prepared.	2/19/21			
Resolution of Necessity published.	2/24/21			
*Advertisement for bids published.	2/24/21			
Approval of plans & specs.		2/22/21	3/1/21	
Discuss Project. (Optional)		3/8/21		
***Bids received, opened & tabulated.	3/15/21			
#Recommend award of contract.		3/22/21		
Expiration of protest period.	3/26/21			
***Certificate as to sufficiency.	4/5/21			
Resolution as to protest and awarding contract.			4/5/21	

*Responsibility of Finance & Administrative Services Office

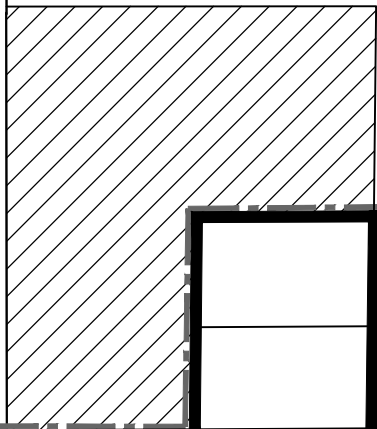
**Responsibility of Engineering Department.

***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.



1215'



27TH AVE N

26TH AVE N

N 42ND ST

24TH AVE N

N 44TH ST


N 43RD ST

20TH AVE N

PAVING & STREET LIGHTS FOR OSCARVILLE

LEGEND

PROJECT # 7539
DISTRICT # 737

 ASSESSMENT DISTRICT BOUNDARY

 PROJECT LIMITS

 CITY LIMITS

 FUTURE ASSESSMENT DISTRICT



Street & Infrastructure Fund

G/L Account	Account Description	2018 Amended Budget	2018 Actual Amount	2019 Amended Budget	2019 Actual Amount	2020 Adopted Budget	2021 Mayor's Budget
<i>Capital Outlay</i>							
4815.100 650.0010	Work In Progress	7,397,059.00	2,876,328.71	12,937,678.00	4,939,989.83	12,935,559.00	12,222,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Mayor's Budget	Minor Intersection Improvement				1.0000	80,000.00	80,000.00
Mayor's Budget	Transportation Studies				1.0000	80,000.00	80,000.00
Mayor's Budget	Pavement Management				1.0000	10,000.00	10,000.00
Mayor's Budget	Bikepath Maintenance				1.0000	50,000.00	50,000.00
Mayor's Budget	Bikepath Development (New)				1.0000	250,000.00	250,000.00
Mayor's Budget	Traffic Signal - S Washington & 36th Ave S)				1.0000	750,000.00	750,000.00
Mayor's Budget	Cherry Street (60th to 62nd Ave S.)				1.0000	616,000.00	616,000.00
Mayor's Budget	N. 3rd St. (Demers Ave. to University Ave.)				1.0000	1,511,000.00	1,511,000.00
Mayor's Budget	N. Columbia Rd Reconstruct (Overpass to 4th)				1.0000	2,000,000.00	2,000,000.00
Mayor's Budget	Traffic Signal & School Beacon Interconnect				1.0000	100,000.00	100,000.00
Mayor's Budget	Demers Streetscape				1.0000	500,000.00	500,000.00
Mayor's Budget	S 20th St. (62nd Ave S to 66th Ave S)				1.0000	672,000.00	672,000.00
Mayor's Budget	School Flashing Beacons				1.0000	70,000.00	70,000.00
Mayor's Budget	44th Ave South (S 17th St to Tamarack Drive)				1.0000	250,000.00	250,000.00
Mayor's Budget	N 4th St. (Demers Ave to 1st Ave N)				1.0000	300,000.00	300,000.00
Mayor's Budget	Environmental Assessment for 32nd Ave S & 47th Ave S)				1.0000	1,500,000.00	1,500,000.00
Mayor's Budget	I-29 RR Bridge North of Gateway - Painting				1.0000	50,000.00	50,000.00
Mayor's Budget	Gateway Dr (55th to 69th) Chip Seal				1.0000	50,000.00	50,000.00
Mayor's Budget	Traffic Signal Mtce				1.0000	160,000.00	160,000.00
Mayor's Budget	Minor Street Repair				1.0000	184,000.00	184,000.00
Mayor's Budget	Street Mtce Program (3% Increase per Year)				1.0000	1,830,000.00	1,830,000.00
Mayor's Budget	Intelligent Transportation System				1.0000	85,000.00	85,000.00
Mayor's Budget	Diamond Grade Reflectivity of Signs				1.0000	20,000.00	20,000.00
Mayor's Budget	Maintenance of Street Lights				1.0000	100,000.00	100,000.00
Mayor's Budget	Gateway Dr. I-29 Interchange Slide Repair				1.0000	100,000.00	100,000.00
Mayor's Budget	Traffic Signal (47th Ave S & S 20th St)				1.0000	400,000.00	400,000.00
Mayor's Budget	27th Ave N (N. 42nd Street to N. 44th Street)				1.0000	504,000.00	504,000.00
Mayor's Budget Totals							\$12,222,000.00