



City of Grand Forks  
Staff Report

Committee of the Whole – January 26, 2026  
City Council – February 2, 2026

**APPROVED & ACCEPTED**  
*by City Council*

02/02/2026

*Maureen Storstad*  
Maureen Storstad  
City Auditor

---

**Agenda Item:** Special Assessment District, Engineer’s Report and Engineering Services Task Order for City Project Nos. 9094 (District No. 629) – Sanitary Sewer, 9095 (District No. 369) – Watermain, 9096 (District No. 630) – Storm Sewer, and 9097 (District No. 803) – Paving and Street Lights for Grand Park First Addition

---

**Submitted by:** Engineering Department, Edward Liberman, PE (Assistant City Engineer)  
Al Grasser, PE (City Engineer)

---

**Staff Recommended Action:** Create Special Assessment Districts, approve Engineer’s Reports, approve Task Order Agreements with CPS, Ltd. for Design and Construction Engineering Services in the amount of \$61,100 (wet utilities) and \$28,400 (paving), and direct Engineering Department to prepare Plans & Specifications for City Project Nos. 9094 (District No. 629) – Sanitary Sewer, 9095 (District No. 369) – Watermain, 9096 (District No. 630) – Storm Sewer, and 9097 (District No. 803) – Paving and Street Lights for Grand Park First Addition.

---

**Committee Recommended Action:** Motion by Sande, second by Berg to move staff recommendation to city council with a recommendation to approve. Motion carried unanimously.

---

**Council Action:** Motion by Berg, second by Fridolfs to approve staff recommendation on consent agenda. Motion passed unanimously.

---

**BACKGROUND:**

City projects 9094-9097 consist of constructing sanitary sewer, watermain, storm sewer, paving and streetlights to serve properties in the Grand Park First Addition development. The primary benefiting area consists of 31 single-family home lots along the west side of S. 20<sup>th</sup> St, between 62<sup>nd</sup> and 69<sup>th</sup> Aves S. These public improvements were initiated at the request of AG Homes, LLC, the managing member of the property development partnership. The Developer is proposing this

public infrastructure be designed and constructed through special assessment, to be accepted by the City for operation and maintenance.

The Task Orders being proposed for approval are for design and construction services associated with these projects. The engineering firm CPS, Ltd. was chosen from the City's pre-qualified engineers list as the most qualified firm based on their previous work and familiarity with this development. A scope of work and fee was negotiated based on an "hourly not-to-exceed" task order type.

All costs for these projects will be special assessed to the benefiting properties, except for an estimated \$16.2K City cost share for upsizing a section of watermain from an 8" diameter pipe to a 12" diameter pipe.

Consideration at previous Committee of the Whole and City Council meetings includes:

- January 20, 2026 – Preliminary approval of the Plat of Grand Park First Addition by City Council

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

- These projects will be bid as two contracts: 1.) wet utilities - sanitary sewer, watermain and storm sewer; and 2.) paving and streetlights
- A timetable of administrative project milestone dates is attached with this Staff Report. Design will occur in winter 2026 with target bid award dates of April 20, 2026 (wet utilities) and May 4, 2026 (paving). Construction is planned to take place in 2026.
- Estimated total construction cost for projects is \$453K.
- Cost of the proposed Task Orders for engineering design and construction services is \$89.5K
- In accordance with City CIP Cost Sharing Policy, the City will finance the additional material costs for new watermain over and above the cost of an 8-inch main. City cost share is estimated to be \$16.2K, to be paid from Fund 5300 (Waterworks).
- Total estimated assessment amount for these projects is \$616K
- Based on the type of public infrastructure improvements, the resolution of necessity for the paving project is protestable per State law [Ref: ND Century Code Ch. 40-22].

### **SUPPORT MATERIALS:**

- Project Location Map (1 pg)
- Developer's Letter of Request, dated Jan 16, 2026 (1 pg)
- Wet Utilities Projects Documents
  - Engineer's Reports and Assessment District Maps (6 pgs)
  - Excerpt from CPS Proposed Engineer Task Order, Projects 9094-9096 (6 pgs)
  - Project Timetable (1 pg)
- Paving and Streetlights Project Documents
  - Engineer's Reports and Assessment District Maps (2 pgs)
  - Excerpt from CPS Proposed Engineer Task Order, Projects 9097 (6 pgs)
  - Project Timetable (1 pg)

# PROJECT LOCATION MAP GRAND FORKS, NORTH DAKOTA

Sanitary Sewer, Watermain, Storm Sewer, &  
Paving & Streetlights for Grand Park 1st Addition



PROJECT #

DISTRICT #

9094

629

9095

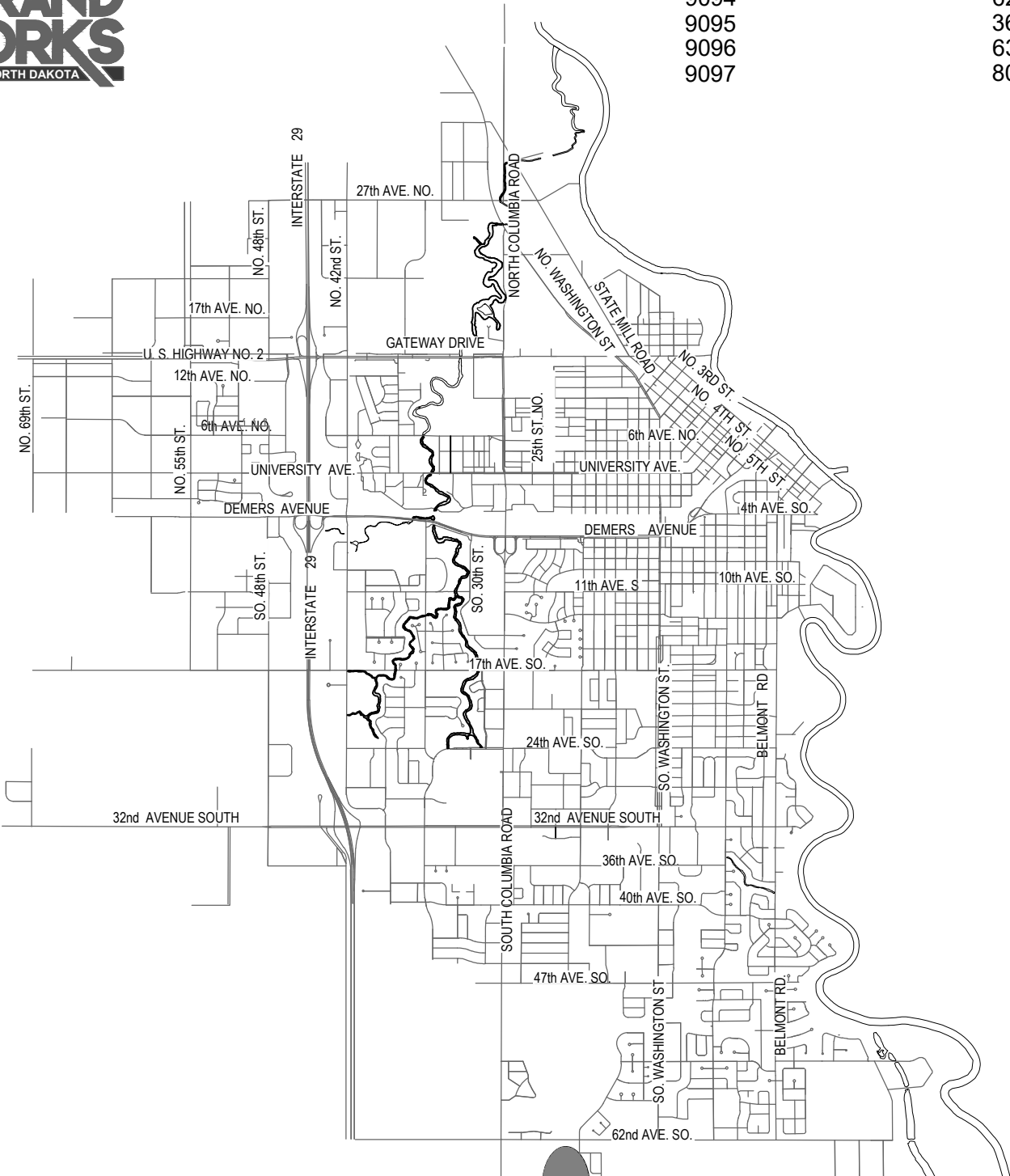
369

9096

630

9097

803



PROJECT AREA

January 16, 2026

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

RE: Request for Infrastructure Special Assessments for Grand Park First Addition

Dear Mr. Grasser,

Please consider this our official request to have the sanitary sewer, watermain, storm sewer, and paving special assessed to benefitting properties of Grand Park First Addition. This would include the following described infrastructure:

- 1) Sanitary Sewer: Extend sanitary sewer from the intersection of South 20<sup>th</sup> Street and Hudson Drive to the extended west lot lines of Grand Park First Addition.
- 2) Watermain: Extend watermain to the extended west lot lines of Grand Park First Addition from the following intersections:
  - a) South 20<sup>th</sup> Street and 69<sup>th</sup> Avenue South
  - b) South 20<sup>th</sup> Street and Hudson Drive
- 3) Storm Sewer: Extend storm sewer and provide backyard drainage to and along the west lot lines of Grand Park First Addition from the following intersections:
  - a) South 20<sup>th</sup> Street and 69<sup>th</sup> Avenue South
  - b) South 20<sup>th</sup> Street and Hudson Drive
- 4) Paving: Extend paving and street lights from South 20<sup>th</sup> Street and Hudson Drive to the extended west lot lines of Grand Park First Addition.

We request that the construction of the proposed infrastructure extensions be completed in time to qualify for the city's 3-year special assessment policy. Please contact me if you have any questions regarding the request.

Respectfully submitted,  
AG Homes, LLC



---

Daxon Mason, Managing Member

## TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name: Sanitary Sewer, Watermain and Storm Sewer for Grand Park 1<sup>st</sup> Addition

Project Number: 9094, 9095, 9096

District No.: 629, 369, 630

- Water
- Sanitary Sewer
- Storm Sewer
- Paving and Street Lights

This timetable prepared by EJL  
Revised by:

Date: 01/12/2026  
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.		1/26/26	2/2/26	We are here
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	Week of 2/2/26			
*Notices sent to property owners.	Week of 2/9/26			
Approval of plans & specs.		3/9/26	3/16/26	
**Advertisement for bids prepared.	3/12/26			
*Advertisement for bids published.	3/18/26			
Discuss Project. (Optional)		3/23/26		
***Bids received, opened & tabulated.	4/2/26			
Recommend award of contract.		4/13/26	4/20/26	

\*Responsibility of Finance & Administrative Services Office

\*\*Responsibility of Engineering Department.

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

## TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name: Paving and Street Lights for Grand Park 1<sup>st</sup> Addition

Project Number: 9097

District No.: 803

- Water
- Sanitary Sewer
- Storm Sewer
- Paving and Street Lights

This timetable prepared by EJL  
Revised by:

Date: 01/12/2026  
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.		1/26/26	2/2/26	We are here
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	Week of 2/2/26			
*Notices sent to property owners.	Week of 2/9/26			
Approval of plans & specs.		3/9/26	3/16/26	
**Advertisement for bids prepared.	3/12/26			
*Advertisement for bids published.	3/18/26			
*Resolution of Necessity published.	3/18/26			
Discuss Project. (Optional)		3/23/26		
***Bids received, opened & tabulated.	4/2/26			
Expiration of protest period.	4/17/26			
***Certificate as to sufficiency.	4/20/26			
Recommend award of contract.		4/27/26	5/4/26	

\*Responsibility of Finance & Administrative Services Office

\*\*Responsibility of Engineering Department.

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

ENGINEER'S REPORT

APPROVED & ACCEPTED  
by City Council

02/02/2026

*Maureen Storstad*  
Maureen Storstad  
City Auditor

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 9094 benefiting District No. 629

1. Purpose and general nature:

Improvement of the municipal system serving the district by constructing new Sanitary Sewer to serve the properties at Grand Park First Addition. This project will benefit public health by protecting drinking and surface waters and provide additional sewage capacity compared to septic systems. It is also expected the installation of sanitary sewer will increase the value of properties served by this system.

2. Location:

Described as follows: Along Hudson Dr. west of S. 20<sup>th</sup> St.

3. Feasibility and cost:

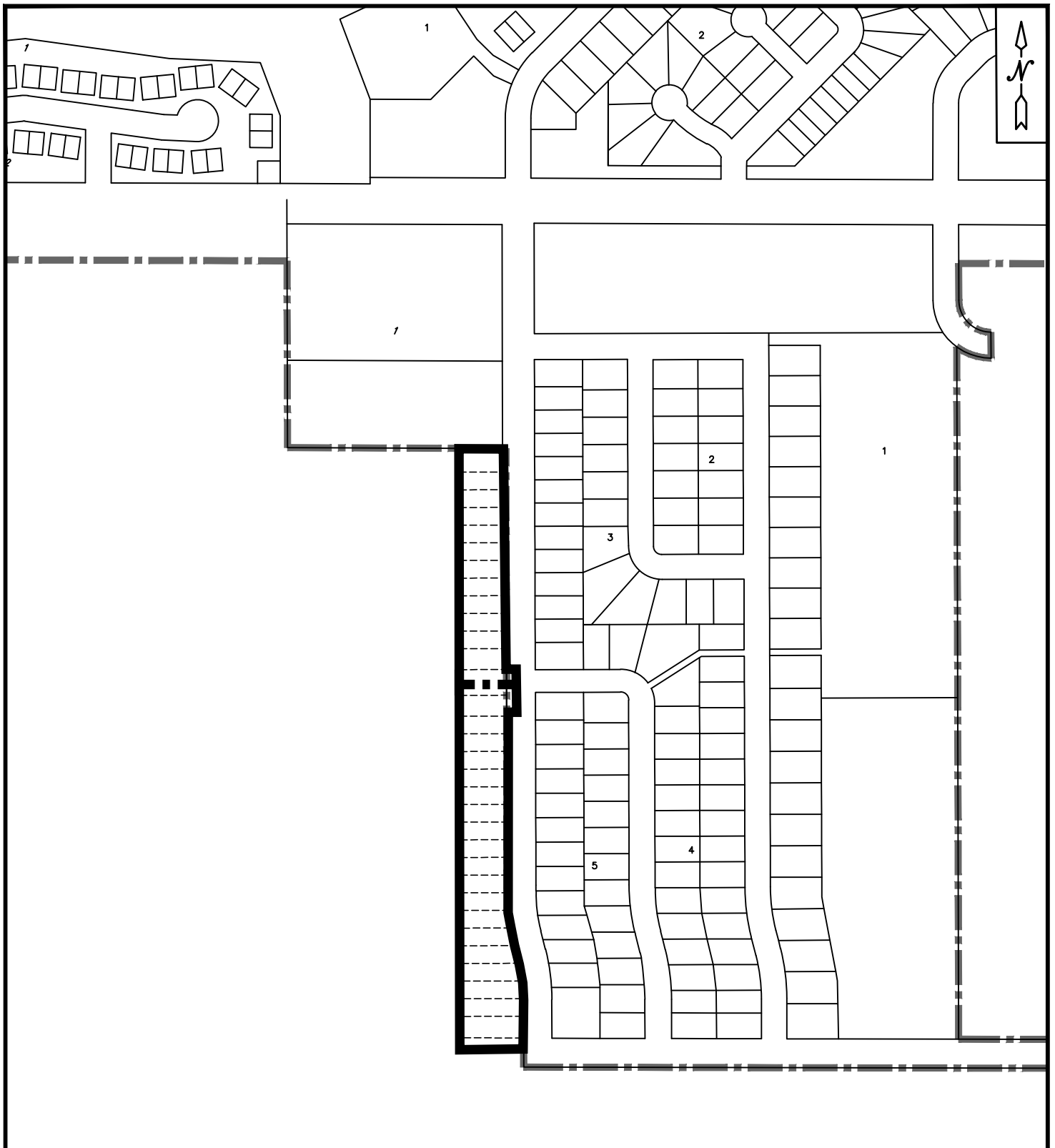
In the opinion of the undersigned, the improvement is feasible, and the probable cost thereof is estimated to be approximately \$68,094 including construction, engineering, financing, contingencies, and other incidental costs.

4. A map of the district is attached.

1/22/26  
Date

*Allen R. Grasser*  
Allen R. Grasser, PE – City Engineer

Construction Cost		\$ 45,100
(+) Consultant Cost		\$ 13,100
(+) Land Acquisition		\$ -
(-) City share		\$ -
<b>Assessed Construction Cost</b>		<b>\$ 58,200</b>
<b>Project-Related Expenses</b>		
(+) City Engineering:	3%	\$ 1,746
(+) Advertising, etc:	2%	\$ 1,164
(+) Administrative:	8%	\$ 4,656
(+) Interim Financing:	4%	\$ 2,328
<b>TOTAL Assessment Amount</b>		<b>\$ 68,094</b>



# GRAND PARK 1ST ADDITION

## Sanitary Sewer

### LEGEND

PROJECT # **9094**

DISTRICT # **629**

- PROPOSED LOT LINES
- PROJECT LIMITS
- - - - - CITY LIMITS

- ▬ ASSESSMENT DISTRICT BOUNDARY
- ▨ FUTURE ASSESSMENT DISTRICT

ENGINEER'S REPORT

APPROVED & ACCEPTED  
by City Council  
02/02/2026  
Maureen Storstad  
Maureen Storstad  
City Auditor

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 9095 benefiting District No. 369

1. Purpose and general nature:

Improvement of the municipal system serving the district by constructing new watermain to serve the properties at Grand Park, 1st Addition. This project will benefit public health by providing potable water and by providing additional flow and storage capacity for firefighting. It is expected the installation of City water service will increase the value of properties served by this system.

2. Location:

Described as follows: Along Hudson Dr. and 69<sup>th</sup> Ave S., west of S. 20<sup>th</sup> St.

3. Feasibility and cost:

In the opinion of the undersigned, the improvement is feasible, and the probable cost thereof is estimated to be approximately \$139,464 including construction, engineering, financing, contingencies, and other incidental costs.

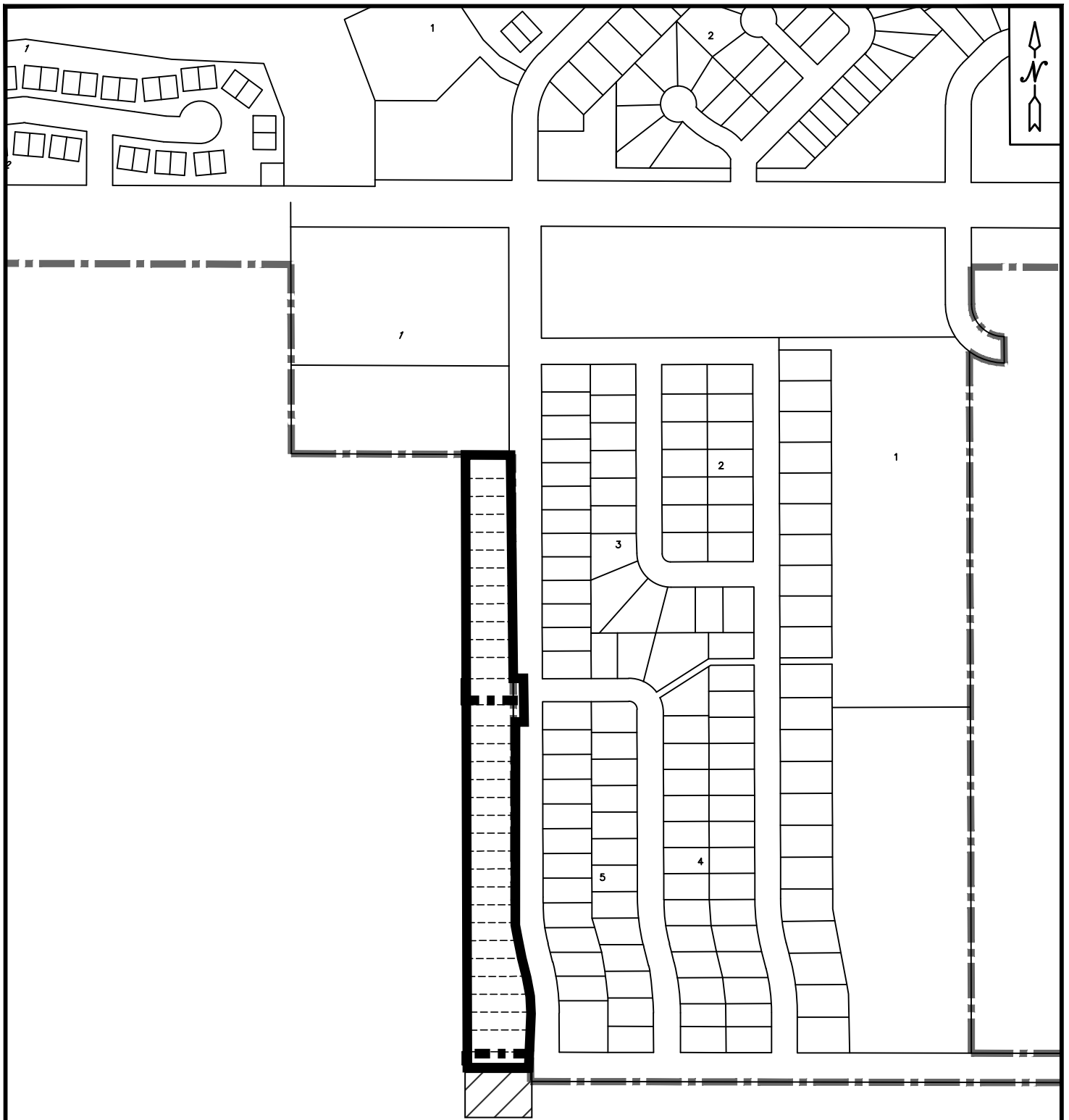
4. A map of the district is attached.

1/22/26  
Date \_\_\_\_\_

*Allen R. Grasser*  
Allen R. Grasser, PE – City Engineer

Construction Cost		\$ 114,700
(+) Consultant Cost		\$ 20,700
(+) Land Acquisition		\$ -
(-) City share		\$ (16,200)
<b>Assessed Construction Cost</b>		<b>\$ 119,200</b>
<b>Project-Related Expenses</b>		
(+) City Engineering:	3%	\$ 3,576
(+) Advertising, etc:	2%	\$ 2,384
(+) Administrative:	8%	\$ 9,536
(+) Interim Financing:	4%	\$ 4,768
<b>TOTAL Assessment Amount</b>		<b>\$ 139,464</b>

\* IAW current CIP cost share policy, the City will finance the additional material costs for new watermain over and above the costs of an 8-inch main that contributes to the City distribution system



# GRAND PARK 1ST ADDITION

## Watermain

### LEGEND

PROJECT # **9095**

DISTRICT # **369**

- PROPOSED LOT LINES
- ■ ■ ■ PROJECT LIMITS
- - - - CITY LIMITS

- ▬ ASSESSMENT DISTRICT BOUNDARY
- ▨ FUTURE ASSESSMENT DISTRICT

**APPROVED & ACCEPTED**  
**by City Council**

**ENGINEER'S REPORT**

02/02/2026

*Maureen Storstad*  
Maureen Storstad  
City Auditor

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 9096 benefiting District No. 630

1. Purpose and general nature:

Improvement of the municipal system serving the district by constructing new storm sewer to serve the properties at Grand Park, 1<sup>st</sup> Addition. This project will benefit adjacent property owners by draining storm runoff from private property and right-of-way and directing drainage to a regional storm pond where the runoff will be treated for quantity and quality considerations IAW the City MS4 permit. It is expected the installation of storm sewer service will increase the value of properties served by this system.

2. Location:

Described as follows: Along Hudson Dr. and 69<sup>th</sup> Ave S., west of S. 20<sup>th</sup> St. Also, along the west property lines, serving as backyard drainage.

3. Feasibility and cost:

In the opinion of the undersigned, the improvement is feasible, and the probable cost thereof is estimated to be approximately \$215,163 including construction, engineering, financing, contingencies, and other incidental costs.

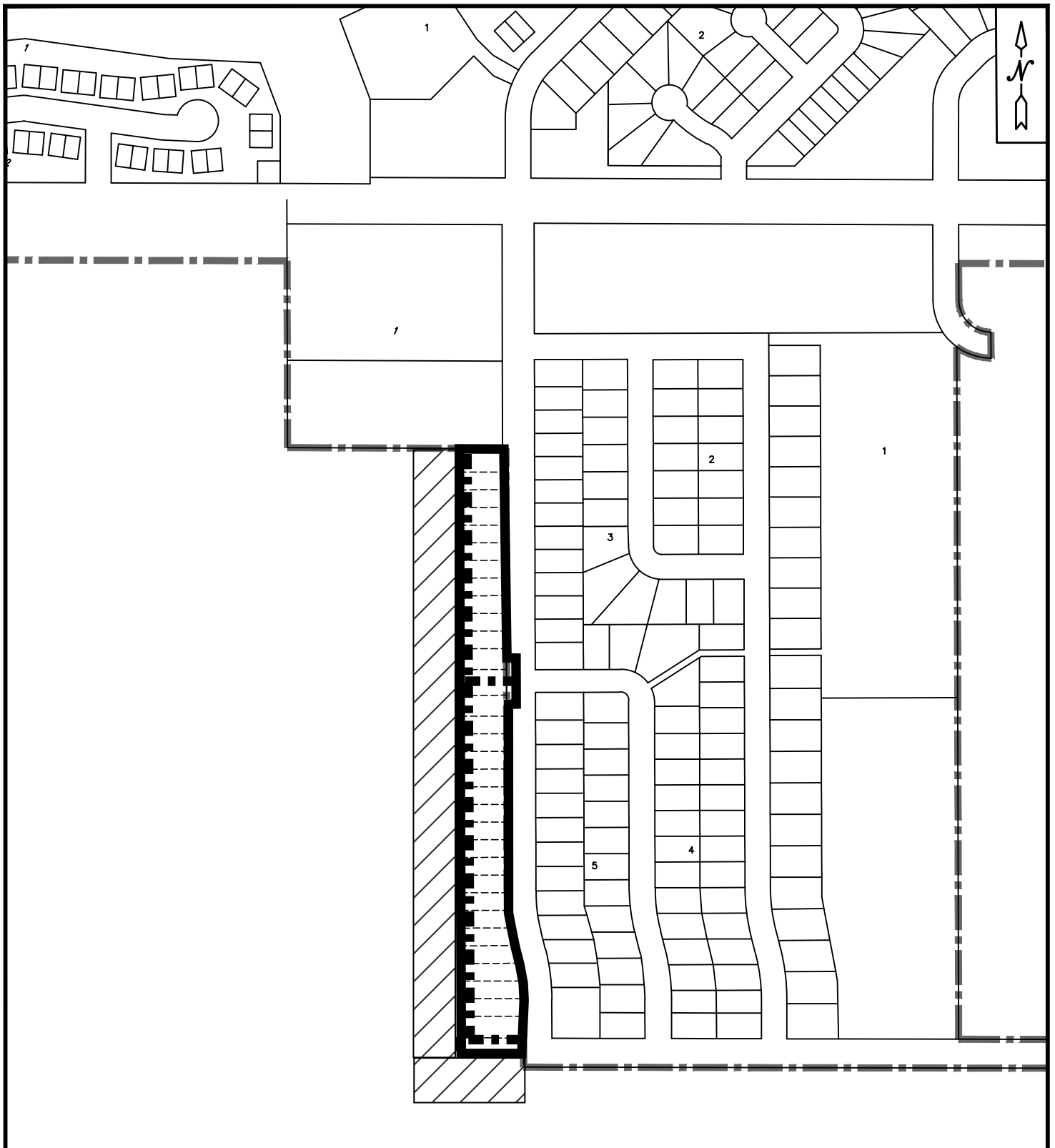
4. A map of the district is attached.

Date

1/22/26

*Allen R. Grasser*  
Allen R. Grasser, PE – City Engineer

Construction Cost		\$ 156,500
(+) Consultant Cost		\$ 27,400
(+) Land Acquisition		\$ -
(-) City share		\$ -
<b>Assessed Construction Cost</b>		<b>\$ 183,900</b>
<b>Project-Related Expenses</b>		
(+) City Engineering:	3%	\$ 5,517
(+) Advertising, etc:	2%	\$ 3,678
(+) Administrative:	8%	\$ 14,712
(+) Interim Financing:	4%	\$ 7,356
<b>TOTAL Assessment Amount</b>		<b>\$ 215,163</b>



# GRAND PARK 1ST ADDITION

## Storm Sewer

### LEGEND

PROJECT # **9096**

DISTRICT # **630**

- PROPOSED LOT LINES
- ■ ■ ■ PROJECT LIMITS
- · — · — CITY LIMITS

- ▬ ASSESSMENT DISTRICT BOUNDARY
- ▨ FUTURE ASSESSMENT DISTRICT

*Maureen Storstad*  
Maureen Storstad  
City Auditor

02/02/2026

**ENGINEER'S REPORT**

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 9097 benefiting District No. 803.

1. Purpose and general nature:

Improvement of the municipal system serving the district by paving streets to serve the properties at Grand Park, 1<sup>st</sup> Addition. This project will benefit adjacent property owners by providing paved roadways, thereby reducing vehicle wear and bringing increased traffic to the served properties. The addition of street lighting will improve public safety and property security. It is also expected paved roadways will increase the value of properties served by this system.

2. Location:

Described as follows: Hudson Dr. west of S. 20<sup>th</sup> St.

3. Feasibility and cost:

In the opinion of the undersigned, the improvement is feasible, and the probable cost thereof is estimated to be approximately \$193,192 including construction, engineering, financing, contingencies, and other incidental costs.

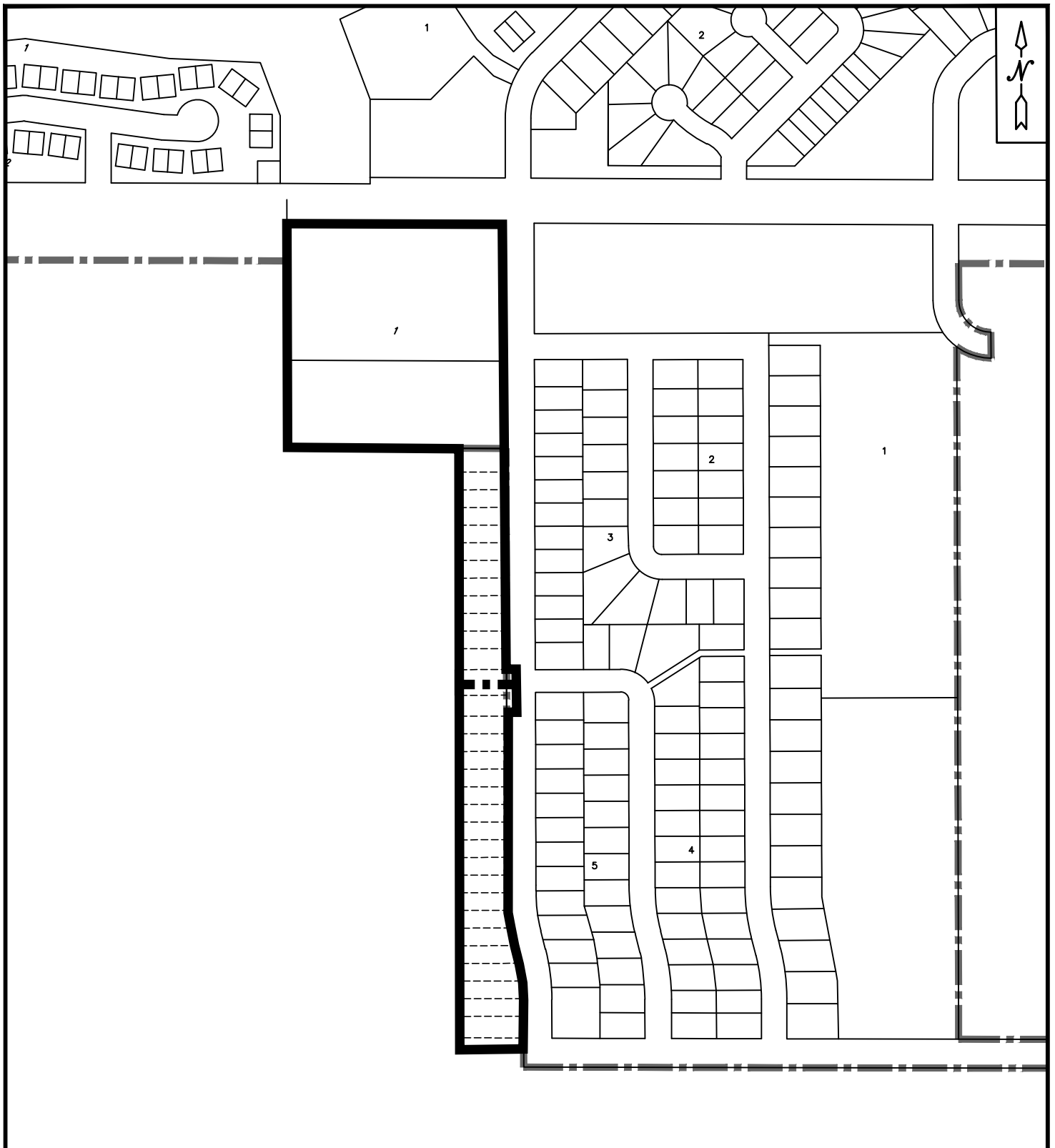
4. A map of the district is attached.

Date

1/22/26

*Allen R. Grasser*  
Allen R. Grasser, PE – City Engineer

Construction Cost		\$ 136,721
(+) Consultant Cost		\$ 28,400
(+) Land Acquisition		\$ -
(-) City share		\$ -
<b>Assessed Construction Cost</b>		<b>\$ 165,121</b>
Project-Related Expenses		
(+) City Engineering:	3%	\$ 4,954
(+) Advertising, etc:	2%	\$ 3,302
(+) Administrative:	8%	\$ 13,210
(+) Interim Financing:	4%	\$ 6,605
<b>TOTAL Assessment Amount</b>		<b>\$ 193,192</b>



# GRAND PARK 1ST ADDITION

## Paving and Street Lights

### LEGEND

PROJECT # **9097**

DISTRICT # **803**

- PROPOSED LOT LINES
- ■ ■ ■ PROJECT LIMITS
- - - - CITY LIMITS

- ▬ ASSESSMENT DISTRICT BOUNDARY
- ▨ FUTURE ASSESSMENT DISTRICT

**AGREEMENT BETWEEN OWNER AND ENGINEER  
FOR PROFESSIONAL SERVICES—  
TASK ORDER EDITION**

**PART 3 OF 4: TASK ORDER FORM**

Prepared by



Copyright© 2020

National Society of Professional Engineers  
1420 King Street, Alexandria, VA 22314-2794  
(703) 684-2882  
[www.nspe.org](http://www.nspe.org)

American Council of Engineering Companies  
1015 15th Street N.W., Washington, DC 20005  
(202) 347-7474  
[www.acec.org](http://www.acec.org)

American Society of Civil Engineers  
1801 Alexander Bell Drive, Reston, VA 20191-4400  
(800) 548-2723  
[www.asce.org](http://www.asce.org)

The copyright for this EJCDC document is owned jointly by the three sponsoring organizations listed above. The National Society of Professional Engineers is the Copyright Administrator for the EJCDC documents; please direct all inquiries regarding EJCDC copyrights to NSPE.

The use of this document is governed by the terms of the License Agreement for the 2020 EJCDC® Engineering Series Documents.

NOTE: EJCDC publications may be purchased at [www.ejcdc.org](http://www.ejcdc.org), or from any of the sponsoring organizations above.

# TASK ORDER NO. 9094-9096

This is Task Order No. **9094-9096**, consisting of **4** pages.

In accordance with Paragraph 1.01, Main Agreement, of the Agreement Between Owner and Engineer for Professional Services—Task Order Edition dated April 3, 2023, Owner and Engineer agree as follows:

## 1. TASK ORDER DATA

a.	Effective Date of Task Order:	<b>February 2, 2026</b>
b.	Owner:	<b>City of Grand Forks</b>
c.	Engineer:	<b>CPS, Ltd.</b>
d.	Specific Project (title)	<b>Sanitary Sewer, Watermain, and Storm Sewer for Grand Park First Addition</b>
e.	Specific Project (description):	<b>Study and Report, Preliminary Engineering, Final Engineering, Bidding Phase, Construction Phase, and Post-Construction Phase.</b>
f.	Related Task Orders Supplemented by this Task Order: Superseded by this Task Order:	<b>None</b>

## 2. BASELINE INFORMATION

**Baseline Information.** Owner has furnished the following Specific Project information to Engineer as of the Effective Date of the Task Order. Engineer's scope of services has been developed based on this information. As the Specific Project moves forward, some of the information may change or be refined, and additional information will become known, resulting in the possible need to change, refine, or supplement the scope of services.

Type and Size of Facility:	180 lf of sanitary sewer, 340 lf of watermain, and 1000 lf of storm sewer.
Description of Improvements:	Installation of sanitary sewer, watermain, and storm sewer.
Expected Construction Duration:	May 2026 to August 2026
Prior Studies, Reports, Plans:	Amendment 1 to Grand Valley Development Plan
Facility Location(s):	Grand Park First Addition to the City of Grand Forks, ND

Task Order.

EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition.  
Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies,  
and American Society of Civil Engineers. All rights reserved.

Current Specific Project Budget:	\$365,000 - Estimated Construction Cost
Funding Sources:	Special Assessment and City Cost Participation
Known Design Standards:	City of Grand Forks Stormwater Management Standards and Design Manual, Ten States Standards, ND Plumbing Code, and Uniform Plumbing Code.

### 3. SERVICES OF ENGINEER (“SCOPE”)

- A. The specific Basic Services to be provided or furnished by Engineer under this Task Order are:
  - 1. Exhibit A to Task Order, “Engineer's Services for Task Order,” as attached to this specific Task Order under Part 4 of 4.
- B. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order, with the exception of Resident Project Representative Services, if any, which are compensated separately.
- C. Resident Project Representative (RPR) Services:
  - 1. Owner Provided.
- D. Additional Services: Services not expressly set forth as Basic Services in Paragraph 3.A above, and necessary services listed as not requiring Owner's written authorization, or requiring additional effort in an immediate, expeditious, or accelerated manner as a result of unanticipated construction events or Specific Project conditions, are Additional Services, and will be compensated by the method indicated for Additional Services in this Task Order. All other Additional Services require mutual agreement and may be authorized by amending the Task Order as set forth in Paragraph 8.05.B.2 of the Main Agreement, with compensation for such other Additional Services as set forth in the amending instrument.

### 4. DELIVERABLES SCHEDULE

- A. In submitting required Documents and taking other related actions, Engineer and Owner will comply with Exhibit B to Task Order, attached to this specific Task Order.

### 5. ADDITIONS TO OWNER'S RESPONSIBILITIES

- A. Owner shall have those responsibilities set forth in Article 2 of the Main Agreement, and the following supplemental responsibilities that are specific to this Task Order:
  - 1. Review Deliverables
  - 2. Pay for Advertisement for Construction Bids
  - 3. Prepare Construction Contract

### 6. TASK ORDER SCHEDULE

- A. See Part 4 of 4 of the Task Order.

**7. ENGINEER'S COMPENSATION**

- A. The terms of payment are set forth in Article 4 of the Main Agreement.
- B. Owner shall pay Engineer for services rendered under this Task order based on hourly rates not to exceed, as provided in Table 7:

**C. Table 7: Engineer Compensation**

Phase	Sanitary Sewer CP 9094	Watermain CP 9095	Storm Sewer CP 9096	Rounded Total
Study & Report Phase	\$1,415	\$1,845	\$2,960	\$6,200
Preliminary Design Phase	\$2,135	\$6,545	\$6,440	\$15,100
Final Design Phase	\$3,255	\$3,745	\$4,795	\$11,800
Bidding Phase	\$980	\$1,890	\$1,715	\$4,600
Construction Phase	\$3,495	\$5,090	\$9,455	\$18,000
Post Const. Phase	\$1,785	\$1,595	\$2,035	\$5,400
<b>Rounded Total</b>	<b>\$13,100</b>	<b>\$20,700</b>	<b>\$27,400</b>	<b>\$61,100</b>

- D. Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Subconsultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.
- E. Compensation items and totals are based in whole or in part are estimates only.

**8. ENGINEER'S PRIMARY SUBCONSULTANTS FOR TASK ORDER, AS OF THE EFFECTIVE DATE OF THE TASK ORDER:**

- A. None.

**9. EXHIBITS AND SCHEDULES:**

- A. Exhibit A to Task Order—Engineer's Services Under Task Order
  - 1. Schedule A – Estimate of Labor and Expenses
- B. Exhibit B to Task Order—Task Order Deliverables Schedule
- C. Exhibit E to Task Order-EJCDC® C-626, Notice of Acceptability of Work (Form)

Execution of this Task Order by Owner and Engineer makes it subject to the terms and conditions of the Main Agreement and its exhibits and appendices, which Main Agreement, exhibits, and appendices are incorporated by this reference.

OWNER: CITY OF GRAND FORKS

ENGINEER: CPS, LTD.

By: \_\_\_\_\_

By: \_\_\_\_\_

Print  
Name: Dana Sande  
Title: Council President  
Date:

Print Name: Michael Korman  
Title: President  
Date:

Attest:  
Title: Finance Director

Attest:  
Title: Executive Vice President

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Edward Liberman  
Title: Assistant City Engineer  
Address: 255 North 4<sup>th</sup> Street  
PO Box 5200  
Grand Forks, ND 58206-5200  
E-Mail  
Address: Eliberman@grandforksgov.com  
Phone: 701.746.2640

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Michael K. Korman  
Title: President  
Address: 308 2<sup>nd</sup> Avenue North, Suite 101  
Grand Forks, ND 58203  
E-Mail  
Address: Mike.korman@cpsengineering.net  
Phone: 701.746.7459

**AGREEMENT BETWEEN OWNER AND ENGINEER  
FOR PROFESSIONAL SERVICES—  
TASK ORDER EDITION**

**PART 3 OF 4: TASK ORDER FORM**

Prepared by



Copyright© 2020

National Society of Professional Engineers  
1420 King Street, Alexandria, VA 22314-2794  
(703) 684-2882  
[www.nspe.org](http://www.nspe.org)

American Council of Engineering Companies  
1015 15th Street N.W., Washington, DC 20005  
(202) 347-7474  
[www.acec.org](http://www.acec.org)

American Society of Civil Engineers  
1801 Alexander Bell Drive, Reston, VA 20191-4400  
(800) 548-2723  
[www.asce.org](http://www.asce.org)

The copyright for this EJCDC document is owned jointly by the three sponsoring organizations listed above. The National Society of Professional Engineers is the Copyright Administrator for the EJCDC documents; please direct all inquiries regarding EJCDC copyrights to NSPE.

The use of this document is governed by the terms of the License Agreement for the 2020 EJCDC® Engineering Series Documents.

NOTE: EJCDC publications may be purchased at [www.ejcdc.org](http://www.ejcdc.org), or from any of the sponsoring organizations above.

# TASK ORDER NO. 9097

This is Task Order No. **9097**, consisting of **4** pages.

In accordance with Paragraph 1.01, Main Agreement, of the Agreement Between Owner and Engineer for Professional Services—Task Order Edition dated April 3, 2023, Owner and Engineer agree as follows:

## 1. TASK ORDER DATA

a.	Effective Date of Task Order:	<b>February 2, 2026</b>
b.	Owner:	<b>City of Grand Forks</b>
c.	Engineer:	<b>CPS, Ltd.</b>
d.	Specific Project (title)	<b>Paving &amp; Street Lighting for Grand Park First Addition</b>
e.	Specific Project (description):	<b>Study and Report, Preliminary Engineering, Final Engineering, Bidding Phase, Construction Phase, and Post-Construction Phase.</b>
f.	Related Task Orders Supplemented by this Task Order: Superseded by this Task Order:	<b>None</b>

## 2. BASELINE INFORMATION

**Baseline Information.** Owner has furnished the following Specific Project information to Engineer as of the Effective Date of the Task Order. Engineer's scope of services has been developed based on this information. As the Specific Project moves forward, some of the information may change or be refined, and additional information will become known, resulting in the possible need to change, refine, or supplement the scope of services.

Type and Size of Facility:	700 sy of paving.
Description of Improvements:	Construction of paving and street lights.
Expected Construction Duration:	May 2026 to August 2026
Prior Studies, Reports, Plans:	Amendment 1 to Grand Valley Development Plan
Facility Location(s):	Grand Park First Addition to the City of Grand Forks, ND
Current Specific Project Budget:	\$150,000 - Estimated Construction Cost

Task Order.

EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition.  
Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies,  
and American Society of Civil Engineers. All rights reserved.

Funding Sources:	Special Assessment and City Cost Participation
Known Design Standards:	City of Grand Forks Standard Specifications, Special Provisions, and Standard Construction Drawings

### 3. SERVICES OF ENGINEER (“SCOPE”)

- A. The specific Basic Services to be provided or furnished by Engineer under this Task Order are:
  - 1. Exhibit A to Task Order, “Engineer’s Services for Task Order,” as attached to this specific Task Order under Part 4 of 4.
- B. All of the services included above comprise Basic Services for purposes of Engineer’s compensation under this Task Order, with the exception of Resident Project Representative Services, if any, which are compensated separately.
- C. Resident Project Representative (RPR) Services:
  - 1. Owner Provided.
- D. Additional Services: Services not expressly set forth as Basic Services in Paragraph 3.A above, and necessary services listed as not requiring Owner’s written authorization, or requiring additional effort in an immediate, expeditious, or accelerated manner as a result of unanticipated construction events or Specific Project conditions, are Additional Services, and will be compensated by the method indicated for Additional Services in this Task Order. All other Additional Services require mutual agreement and may be authorized by amending the Task Order as set forth in Paragraph 8.05.B.2 of the Main Agreement, with compensation for such other Additional Services as set forth in the amending instrument.

### 4. DELIVERABLES SCHEDULE

- A. In submitting required Documents and taking other related actions, Engineer and Owner will comply with Exhibit B to Task Order, attached to this specific Task Order.

### 5. ADDITIONS TO OWNER’S RESPONSIBILITIES

- A. Owner shall have those responsibilities set forth in Article 2 of the Main Agreement, and the following supplemental responsibilities that are specific to this Task Order:
  - 1. Review Deliverables
  - 2. Pay for Advertisement for Construction Bids
  - 3. Prepare Construction Contract

### 6. TASK ORDER SCHEDULE

- A. See Part 4 of 4 of the Task Order.

### 7. ENGINEER’S COMPENSATION

- A. The terms of payment are set forth in Article 4 of the Main Agreement.

- B. Owner shall pay Engineer for services rendered under this Task order based on hourly rates not to exceed, as provided in Table 7:

**Table 7: Engineer Compensation**

Phase	Paving & Street Lights CP 9097
Study & Report Phase	\$1,305
Preliminary Design Phase	\$8,820
Final Design Phase	\$3,500
Bidding Phase	\$1,960
Construction Phase	\$11,050
Post Const. Phase	\$1,785
<b>Rounded Total</b>	<b>\$28,400</b>

- C. Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Subconsultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

- D. Compensation items and totals are based in whole or in part are estimates only.

**8. ENGINEER'S PRIMARY SUBCONSULTANTS FOR TASK ORDER, AS OF THE EFFECTIVE DATE OF THE TASK ORDER:**

- A. None.

**9. EXHIBITS AND SCHEDULES:**

- A. Exhibit A to Task Order—Engineer's Services Under Task Order  
 1. Schedule A – Estimate of Labor and Expenses  
 B. Exhibit B to Task Order—Task Order Deliverables Schedule  
 C. Exhibit E to Task Order-EJCDC® C-626, Notice of Acceptability of Work (Form)

Execution of this Task Order by Owner and Engineer makes it subject to the terms and conditions of the Main Agreement and its exhibits and appendices, which Main Agreement, exhibits, and appendices are incorporated by this reference.

OWNER: CITY OF GRAND FORKS

ENGINEER: CPS, LTD.

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: Dana Sande  
 \_\_\_\_\_

Print Name: Michael Korman  
 \_\_\_\_\_

Title: Council President

Date:

Attest:

Title: Finance Director

Title: President

Date:

Attest:

Title: Executive Vice President

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Edward Liberman

Title: Assistant City Engineer

Address: 255 North 4<sup>th</sup> Street  
PO Box 5200  
Grand Forks, ND 58206-5200

E-Mail  
Address: Eliberman@grandforksgov.com

Phone: 701.746.2644

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Michael K. Korman

Title: President

Address: 308 2<sup>nd</sup> Avenue North, Suite 101  
Grand Forks, ND 58203

E-Mail  
Address: Mike.korman@cpsengineering.net

Phone: 701.746.7459

Task Order.