



City of Grand Forks  
Staff Report

Committee of the Whole – February 9, 2026  
City Council – February 17, 2026

**APPROVED & ACCEPTED**  
*by City Council*  
*Maureen Storstad*  
02/17/2026  
Maureen Storstad  
City Auditor

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**Agenda Item:** Bids for City Project 9002 – 2026 Inlet Protection Services

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**Submitted by:** Engineering Department, Anthony Ryan, PE (Civil Engineer, Sr.)  
Christian Danielson (Assistant City Engineer)

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**Staff Recommended Action:** Award Contract to low bidder, Midwest Planning, LLC, in the amount of \$48,268.80 for Project No. 9002 - 2026 Inlet Protection Services.

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**Committee Recommended Action:** Motion by Berg, second by Vein to move staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

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**Council Action:**

Motion by Berg, second by Sande to approve on consent agenda.  
Motion passed unanimously.

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## Background

Bids for this Project were received on Thursday, February 5, 2026. Two bids were received and Two bids were opened. The lowest bid was received from Midwest Planning, LLC, in the amount of \$48,268.80, which was approximately 32% under the Engineer’s estimate of \$70,560.00.

This project consists of providing and maintaining inlet protection devices (inlet bags) for storm sewer inlets located adjacent to residential development project sites. Inlet bags will be installed to capture debris and sediment from construction sites and prevent stormwater pollution to the Red River and/or the English Coulee.

The City of Grand Forks is responsible for upholding the requirements of the North Dakota Department of Environmental Quality (NDDEQ) Municipal Separate Storm Sewer System (MS4) Permit. The MS4 permit states that the City must develop, implement, and enforce a program to reduce pollutants in stormwater runoff from construction activities that result in a land disturbance of one or more acres. Construction activity that disturbs less than one acre must be included in the program if the construction activity is part of a larger common plan of development or sale that disturbs one or more acres. As defined, areas of major residential construction often meet the definition of a common plan of development, with some disturbing much more than 1 acre.

This project will be funded by the City Stormwater – Collection System budget. A \$100 permit fee will be paid by the home builder before obtaining a footings and foundations permit for each single-family home.

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

- Bid opening was February 5, 2026.
- 2 Bids were received, 2 Bids were opened.
- Bids ranged from \$48,268.80 to \$52,512.00.
- The lowest bid was received from Midwest Planning, LLC in the amount of \$48,268.00
- The Engineers Estimate for this project was \$70,560
- Funding for the contract will be from Fund 5400 Stormwater – Collection System budget.
- A Permit fee will collect \$100 per home to be constructed in accordance with the approved 2026 list of fees.
- Inlet protection devices shall be installed in May and will be removed when grass is fully established for all nearby houses or before winter arrives, whichever comes first.

### **SUPPORT MATERIALS:**

- Abstract of Bids Received
- 2026 City of Grand Forks Budget (p.453)
- 2026 City of Grand Forks Budget, List of fees (p.557)

Abstract of Bids Received  
 City Project No. 9002  
 Project Name-2026 Inlet Protection Services  
 Bid Opening 2:00 PM, Thursday, February 5, 2026

| <b>Contractor</b> |                            | <b>Acknowledge<br/>Addendum 1</b> | <b>Bid Bond</b> | <b>Contractors License</b> | <b>Bid Form Signature</b> | <b>Base Bid</b> |
|-------------------|----------------------------|-----------------------------------|-----------------|----------------------------|---------------------------|-----------------|
| 1                 | Midwest Planning, LLC      |                                   | X               | X                          | X                         | \$48,268.80     |
| 2                 | GreenEarth Landscaping LLC |                                   | X               | X                          | X                         | \$52,512.00     |
| 3                 |                            |                                   |                 |                            |                           |                 |
| 4                 |                            |                                   |                 |                            |                           |                 |
| 5                 |                            |                                   |                 |                            |                           |                 |
| 6                 |                            |                                   |                 |                            |                           |                 |
|                   |                            |                                   |                 |                            |                           |                 |
|                   |                            |                                   |                 |                            |                           |                 |
|                   | <i>Engineer's Estimate</i> |                                   |                 |                            |                           | \$70,560.00     |



# Stormwater - Collection System

| G/L Account                     | Account Description                    | 2023 Amended Budget | 2023 Actual Amount | 2024 Amended Budget | 2024 Actual Amount | 2025 Adopted Budget    | 2026 Adopted Budget  |                        |
|---------------------------------|--|---------------------|--------------------|---------------------|--------------------|------------------------|----------------------|------------------------|
| Budget Transactions             |  |                     |                    |                     |                    |                        |                      |                        |
|                                 | <i>Level</i>                           |                     |                    |                     |                    | <i>Number of Units</i> | <i>Cost Per Unit</i> | <i>Total Amount</i>    |
|                                 | Council Adopted                        |                     |                    |                     |                    | 1.0000                 | 10,000.00            | 10,000.00              |
|                                 |  |                     |                    |                     |                    |                        |                      | Council Adopted Totals |
|                                 |  |                     |                    |                     |                    |                        |                      | \$10,000.00            |
| 5400.100.5410 440.0205          | Landscaping                            | 15,295.00           | 15,293.00          | 3,135.00            | 3,134.94           | 15,000.00              | 4,000.00             |                        |
|                                 | <i>Maintenance Structures Totals</i>   | \$124,275.00        | \$122,480.42       | \$118,885.00        | \$119,226.92       | \$192,500.00           | \$148,000.00         |                        |
| <i>Maintenance Equipment</i>    |  |                     |                    |                     |                    |                        |                      |                        |
| 5400.100.5410 450.0160          | Mtce Vehicles/Motor Eq.                | 10,000.00           | 7,048.51           | 6,059.00            | 6,058.66           | 8,000.00               | 8,000.00             |                        |
|                                 | <i>Maintenance Equipment Totals</i>    | \$10,000.00         | \$7,048.51         | \$6,059.00          | \$6,058.66         | \$8,000.00             | \$8,000.00           |                        |
| <i>Other Operating Expenses</i> |  |                     |                    |                     |                    |                        |                      |                        |
| 5400.100.5410 460.0050          | Education & Training                   | .00                 | .00                | .00                 | .00                | 2,500.00               | 2,500.00             |                        |
| 5400.100.5410 470.0027          | Community Outreach                     | .00                 | 2,730.00           | 11,801.00           | 11,800.18          | 3,000.00               | .00                  |                        |
|                                 | <i>Other Operating Expenses Totals</i> | \$0.00              | \$2,730.00         | \$11,801.00         | \$11,800.18        | \$5,500.00             | \$2,500.00           |                        |
| <i>Operating Transfers Out</i>  |  |                     |                    |                     |                    |                        |                      |                        |
| 5400.100.5410 900.0010          | Operating Transfers Out                | 282,813.00          | 84,743.00          | .00                 | .00                | .00                    | .00                  |                        |
|                                 | <i>Operating Transfers Out Totals</i>  | \$282,813.00        | \$84,743.00        | \$0.00              | \$0.00             | \$0.00                 | \$0.00               |                        |
| <i>Capital Outlay</i>           |  |                     |                    |                     |                    |                        |                      |                        |
| 5400.100.5410 650.0010          | Work In Progress                       | 908,460.00          | 585,246.81         | 412,119.00          | 404,319.42         | 331,231.00             | 337,868.00           |                        |
| Budget Transactions             |  |                     |                    |                     |                    |                        |                      |                        |
|                                 | <i>Level</i>                           |                     |                    |                     |                    | <i>Number of Units</i> | <i>Cost Per Unit</i> | <i>Total Amount</i>    |
|                                 | Council Adopted                        |                     |                    |                     |                    | 1.0000                 | 227,868.00           | 227,868.00             |
|                                 | Council Adopted                        |                     |                    |                     |                    | 1.0000                 | 110,000.00           | 110,000.00             |
|                                 |  |                     |                    |                     |                    |                        |                      | Council Adopted Totals |
|                                 |  |                     |                    |                     |                    |                        |                      | \$337,868.00           |
| 5400.100.5410 700.0050          | Gen Equipment N.O.C.                   | 2,500.00            | .00                | .00                 | .00                | .00                    | .00                  |                        |
| 5400.100.5410 700.0100          | Cars & Light Duty Trucks               | (3,000.00)          | (3,031.59)         | 345,810.00          | 345,809.20         | 245,000.00             | .00                  |                        |
| 5400.100.5410 700.0120          | Trucks & Mounted Equipmt               | .00                 | .00                | .00                 | .00                | 50,000.00              | .00                  |                        |
|                                 | <i>Capital Outlay Totals</i>           | \$907,960.00        | \$582,215.22       | \$757,929.00        | \$750,128.62       | \$626,231.00           | \$337,868.00         |                        |
| <i>Non-Current Outlay</i>       |  |                     |                    |                     |                    |                        |                      |                        |

**City of Grand Forks  
2026 City Budget**

**Supplemental (continued)  
List of Fees**

| License and Permit Type |   | 2025 Fee |               | 2026 Fee |               |
|-------------------------|---|----------|---------------|----------|---------------|
|                         | Re-Inspection/Overdue violations fee (Violation not corrected after 60 days.) | \$       | 60.00         | \$       | 60.00         |
|                         | <b>Stormwater Inlet Service Fee</b>   | \$       | <b>100.00</b> | \$       | <b>100.00</b> |
|                         | <i>Stormwater Erosion and Sediment Control Permit (Less than 1 Acre)</i>      | \$       | 75.00         | \$       | 75.00         |
|                         | <i>Stormwater Erosion and Sediment Control Permit (1 Acre or Larger)</i>      |          |               |          |               |
|                         | Base Fee  | \$       | 150.00        | \$       | 150.00        |
|                         | Plus per acre   | \$       | 20.00         | \$       | 20.00         |
|                         | <i>Subdivisions</i>   |          |               |          |               |
|                         | Major Subdivisions  | \$       | 700.00        | \$       | 700.00        |
|                         | Minor Subdivisions  | \$       | 400.00        | \$       | 400.00        |
|                         | Variance  | \$       | 70.00         | \$       | 70.00         |
|                         | <i>Swimming Pool</i>  |          |               |          |               |
|                         | Base Fee for 1st Pool   | \$       | 225.00        | \$       | 250.00        |
|                         | Additional waterbodies/spas (new)   | \$       | 35.00         | \$       | 40.00         |
|                         | Reinspection Fee (Pending Ordinance Adoption)                                 |          |               | \$       | 175.00        |
|                         | <i>Taxi (Vehicle)</i>   |          |               |          |               |
|                         | Per Vehicle   | \$       | 35.00         | \$       | 40.00         |
|                         | Reissue Duplicate Sticker   | \$       | 5.00          | \$       | 10.00         |
|                         | <i>Taxi / Chauffer Driver</i>   |          |               |          |               |
|                         | Application Fee (New Applicants only)   | \$       | 20.00         | \$       | 25.00         |
|                         | Annual Fee  | \$       | 35.00         | \$       | 40.00         |
|                         | Reissue Duplicate License   | \$       | 5.00          | \$       | 10.00         |
|                         | <i>Tobacco, Retail (Annual):</i>  |          |               |          |               |
|                         | Dealer  | \$       | 85.00         | \$       | 100.00        |
|                         | Vending Machine   | \$       | 25.00         | \$       | 50.00         |
|                         | <i>Temporary Buildings Permit</i>   | \$       | 50.00         | \$       | 50.00         |
|                         | <i>Towing License</i>   |          |               |          |               |
|                         | Application Fee (new applicants)  | \$       | 25.00         | \$       | 50.00         |
|                         | Annual Fee  | \$       | 25.00         | \$       | 25.00         |
|                         | <i>Towing Vehicle Driver's License</i>  |          |               |          |               |
|                         | Application Fee (new applicants)  | \$       | 25.00         | \$       | 50.00         |
|                         | Annual Fee  | \$       | 25.00         | \$       | 25.00         |
|                         | <i>Towing Fees:</i>   |          |               |          |               |
|                         | Street Maintenance (No Impound)   | \$       | 55.00         | \$       | 55.00         |
|                         | Vehicle Impound<br>(May also include additional charges if any incurred)      | \$       | 65.00         | \$       | 65.00         |
|                         | <i>Vacation of Street, Alley, or Public Ground</i>                            | \$       | 300.00        | \$       | 300.00        |
|                         | <i>Vehicle Storage Fees</i>   |          |               |          |               |
|                         | Day 1-7, Per Day  | \$       | 7.50          | \$       | 7.50          |
|                         | Each Additional Day   | \$       | 5.00          | \$       | 5.00          |
|                         | <i>Wedding Fee</i>  | \$       | 60.00         | \$       | 75.00         |
|                         | <i>Zoning Letter</i>  | \$       | 75.00         | \$       | 75.00         |