



City of Grand Forks
Staff Report

Committee of the Whole - March 9, 2026
City Council - March 16, 2026

APPROVED & ACCEPTED
by City Council

03/16/2026

Maureen Storstad
Maureen Storstad
City Auditor

Agenda Item: Plans and 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 for Grand Park First Addition

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

Staff Recommended Action: Approve revised Engineer’s Reports, Approve Plans and Specifications and direct Engineering Department to advertise for construction bids 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 for Grand Park First Addition.

Committee Recommended Action:

Motion by Berg, second by Fridolfs to refer to City Council with a recommendation to approve staff recommendation. Motion passed unanimously.

Council Action: Motion by Berg, second by Fridolfs to approve on consent agenda. Motion carried 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. 20th St, between 62nd and 69th 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.

Plans and Specifications are being finalized under Task Order Agreement by the engineering firm CPS, Ltd. These projects will be advertised as two separate contract efforts: 1.) installation of underground utilities, and 2.) concrete paving. To capitalize on the current bidding environment,

Engineering staff recommends advertising for construction bids while the developer finalizes the development plat. Once the plat is recorded and bids are opened, staff will make recommendation to Council for bid award. Should the plat recording be delayed, construction bids will remain valid for 60 days. Revised Engineer's Reports are provided, reflecting the current design cost estimates.

All costs for these projects will be special assessed to the benefiting properties, except for an estimated \$13.6K 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
- February 2, 2026 – City Council created Special Assessment districts, approved Engineer's Reports, and approved Task Order Agreements with CPS, Ltd. for engineering services.

ANALYSIS AND FINDINGS OF FACT:

- These projects will be bid as two contracts: 1.) underground utilities - sanitary sewer, watermain and storm sewer; and 2.) concrete paving
- A timetable of administrative project milestone dates is attached with this Staff Report. Bid award date is projected for April 20, 2026. Construction is planned to take place in 2026.
- Estimated total construction cost for projects is \$600K.
 - Underground Utilities - \$444K
 - Paving - \$156K
- Cost of the 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 \$13.6K, to be paid from Fund 5300 (Waterworks).
- Total estimated assessment amount for these projects is \$788K
- 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)
 - Project Timetable (1 pg)
- Paving Project Documents
 - Engineer's Report and Assessment District Map (3 pgs)
 - Project Timetable (1 pg)

PROJECT LOCATION MAP GRAND FORKS, NORTH DAKOTA

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

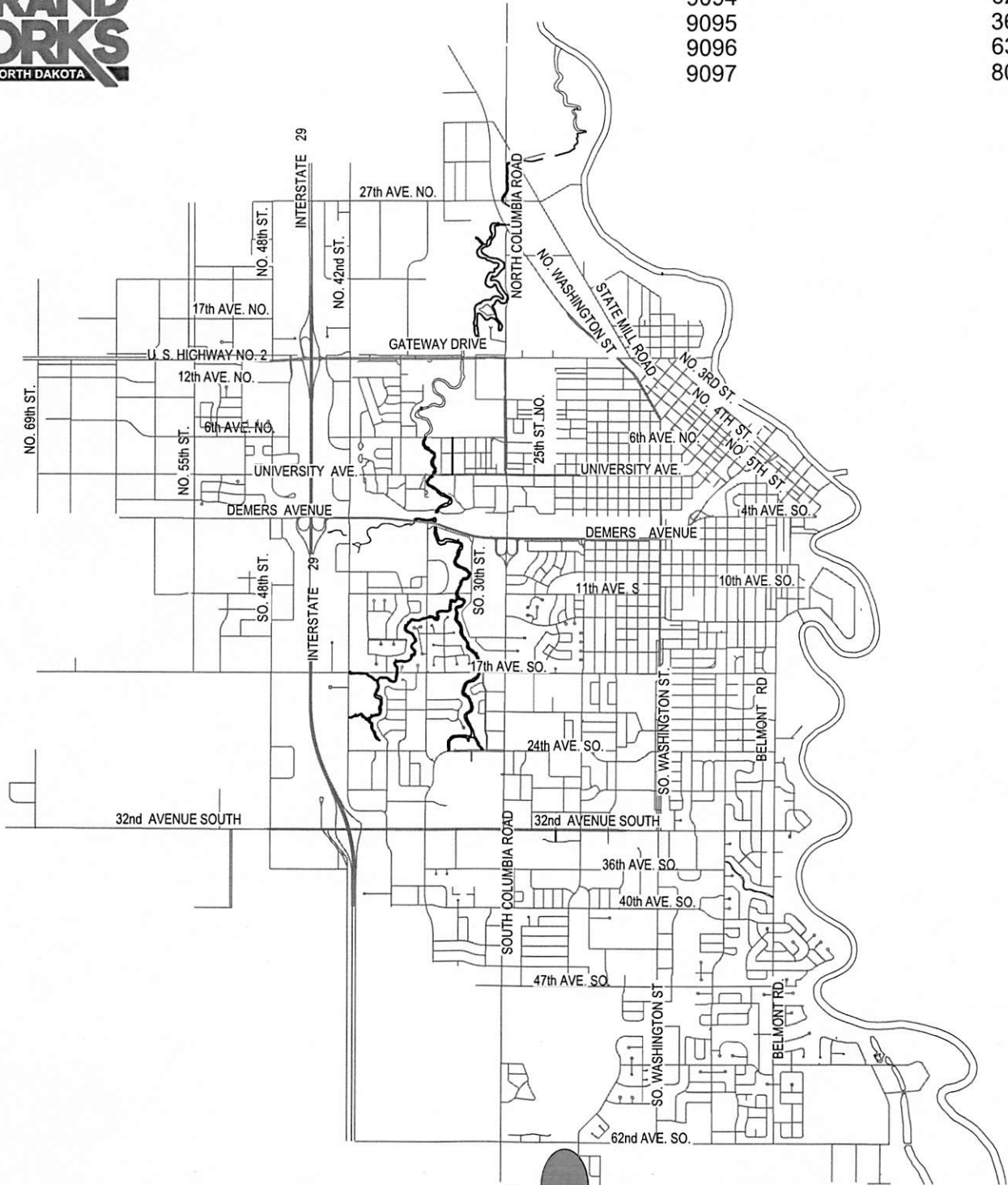


PROJECT #

DISTRICT #

9094
9095
9096
9097

629
369
630
803



PROJECT
AREA

January 16, 2026

Mr. Allen Grasser, PE; City Engineer
City of Grand Forks
255 North 4th 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 20th 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 20th Street and 69th Avenue South
 - b) South 20th 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 20th Street and 69th Avenue South
 - b) South 20th Street and Hudson Drive
- 4) Paving: Extend paving and street lights from South 20th 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

ENGINEER'S REPORT

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:

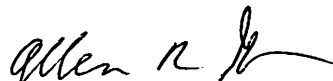
Described as follows: Along Hudson Dr. west of S. 20th St.

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.

Date 1/22/26


Allen R. Grasser, PE – City Engineer

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

ENGINEER'S REPORT (Revised)

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:

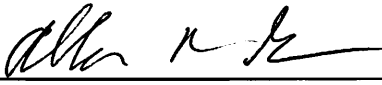
Described as follows: Along Hudson Dr. west of S. 20th St.

3. Feasibility and cost:

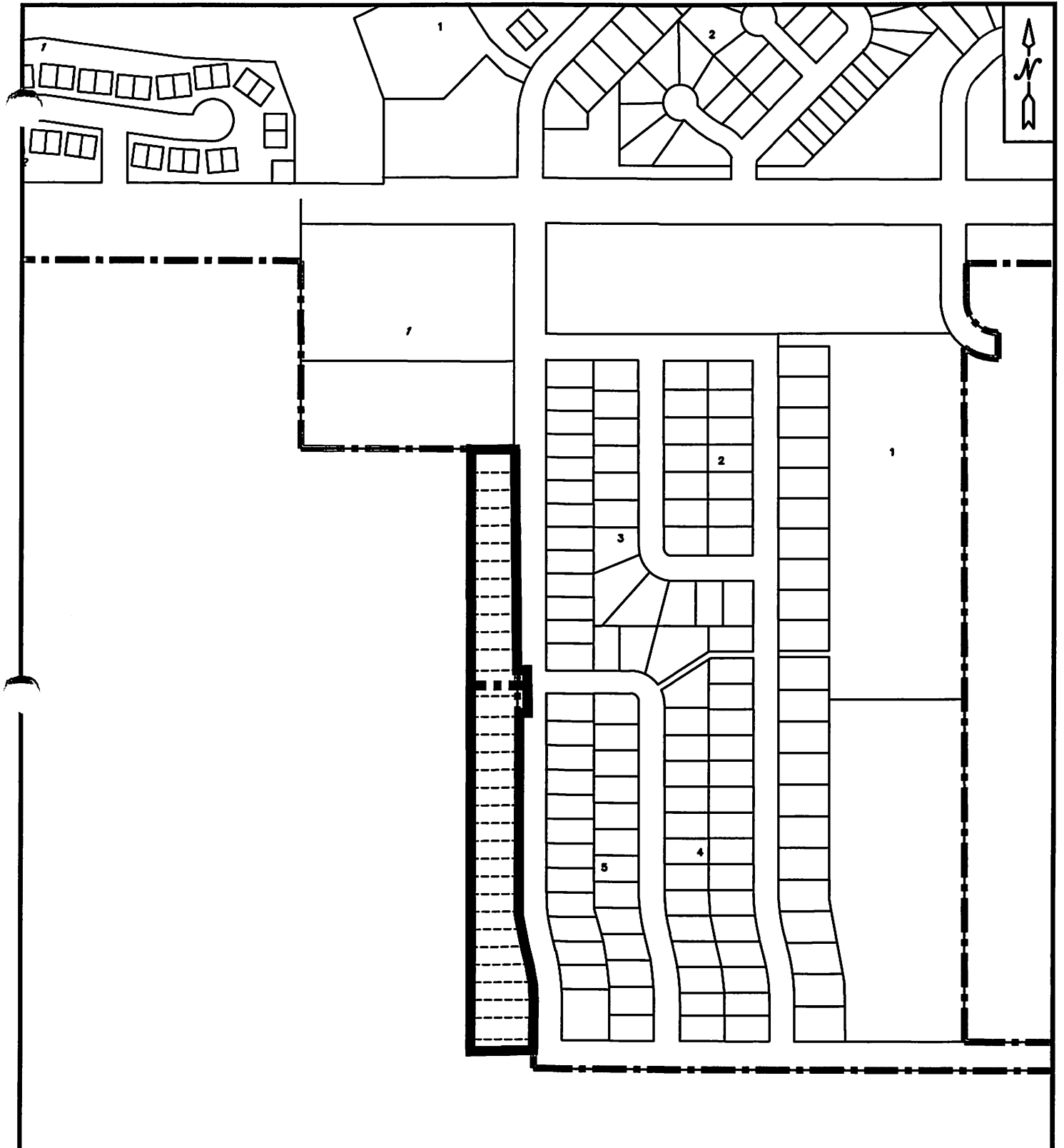
In the opinion of the undersigned, the improvement is feasible, and the probable cost thereof is estimated to be approximately \$80,445 including construction, engineering, financing, contingencies, and other incidental costs.

4. A map of the district is attached.

3/15/26
Date


Allen R. Grasser, PE – City Engineer

Construction Cost		\$	55,656
(+) Consultant Cost		\$	13,100
(+) Land Acquisition		\$	-
(-) City share		\$	-
Assessed Construction Cost		\$	68,756
Project-Related Expenses			
(+) City Engineering:	3%	\$	2,063
(+) Advertising, etc:	2%	\$	1,375
(+) Administrative:	8%	\$	5,501
(+) Interim Financing:	4%	\$	2,750
TOTAL Assessment Amount		\$	80,445



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

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, 1st 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 69th Ave S., west of S. 20th 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.

1/22/26
Date


Allen R. Grasser, PE – City Engineer

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

ENGINEER'S REPORT (Revised)

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, 1st 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 69th Ave S., west of S. 20th 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 \$352,081 including construction, engineering, financing, contingencies, and other incidental costs.

4. A map of the district is attached.

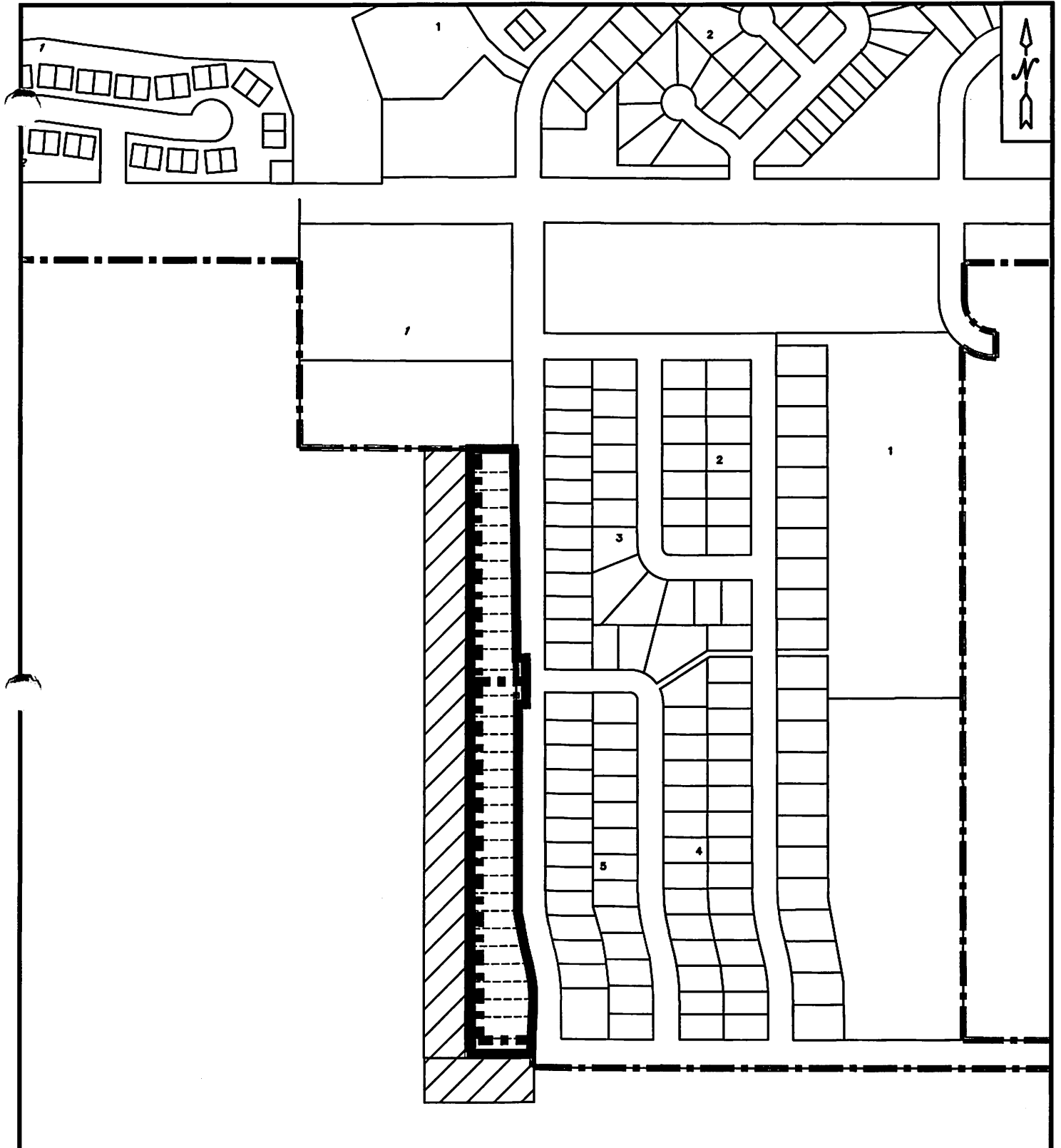
Date 3/15/26

Allen R. Grasser, PE – City Engineer

Construction Cost		\$ 273,524
(+) Consultant Cost		\$ 27,400
(+) Land Acquisition		\$ -
(-) City share		\$ -
Assessed Construction Cost		\$ 300,924

Project-Related Expenses		
(+) City Engineering:	3%	\$ 9,028
(+) Advertising, etc:	2%	\$ 6,018
(+) Administrative:	8%	\$ 24,074
(+) Interim Financing:	4%	\$ 12,037

TOTAL Assessment Amount **\$ 352,081**



GRAND PARK 1ST ADDITION

Storm Sewer

LEGEND

PROJECT # 9096

DISTRICT # 630

- PROPOSED LOT LINES
- PROJECT LIMITS
- - - - - CITY LIMITS
- ▨▨▨▨▨ FUTURE ASSESSMENT DISTRICT
- ▬▬▬▬▬ ASSESSMENT DISTRICT BOUNDARY
- ▭▭▭▭▭ FUTURE ASSESSMENT DISTRICT

TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name: Sanitary Sewer, Watermain and Storm Sewer for Grand Park 1st 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	
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	2/3/26			
*Notices sent to property owners.	Week of 2/9/26			
Approval of plans & specs.		3/9/26	3/16/26	We are here
**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.

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, 1st 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. 20th 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		\$ -
<hr/>		
Assessed Construction Cost		\$ 165,121
Project-Related Expenses		
(+) City Engineering:	3%	\$ 4,954
(+) Advertising, etc:	2%	\$ 3,302
(+) Administrative:	8%	\$ 13,210
(+) Interim Financing:	4%	\$ 6,605
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TOTAL Assessment Amount		\$ 193,192

ENGINEER'S REPORT (Revised)

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, 1st Addition. This project will benefit adjacent property owners by providing paved roadways, thereby reducing vehicle wear and bringing increased traffic to the served properties. 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. 20th 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 \$216,142 including construction, engineering, financing, contingencies, and other incidental costs.

4. A map of the district is attached.

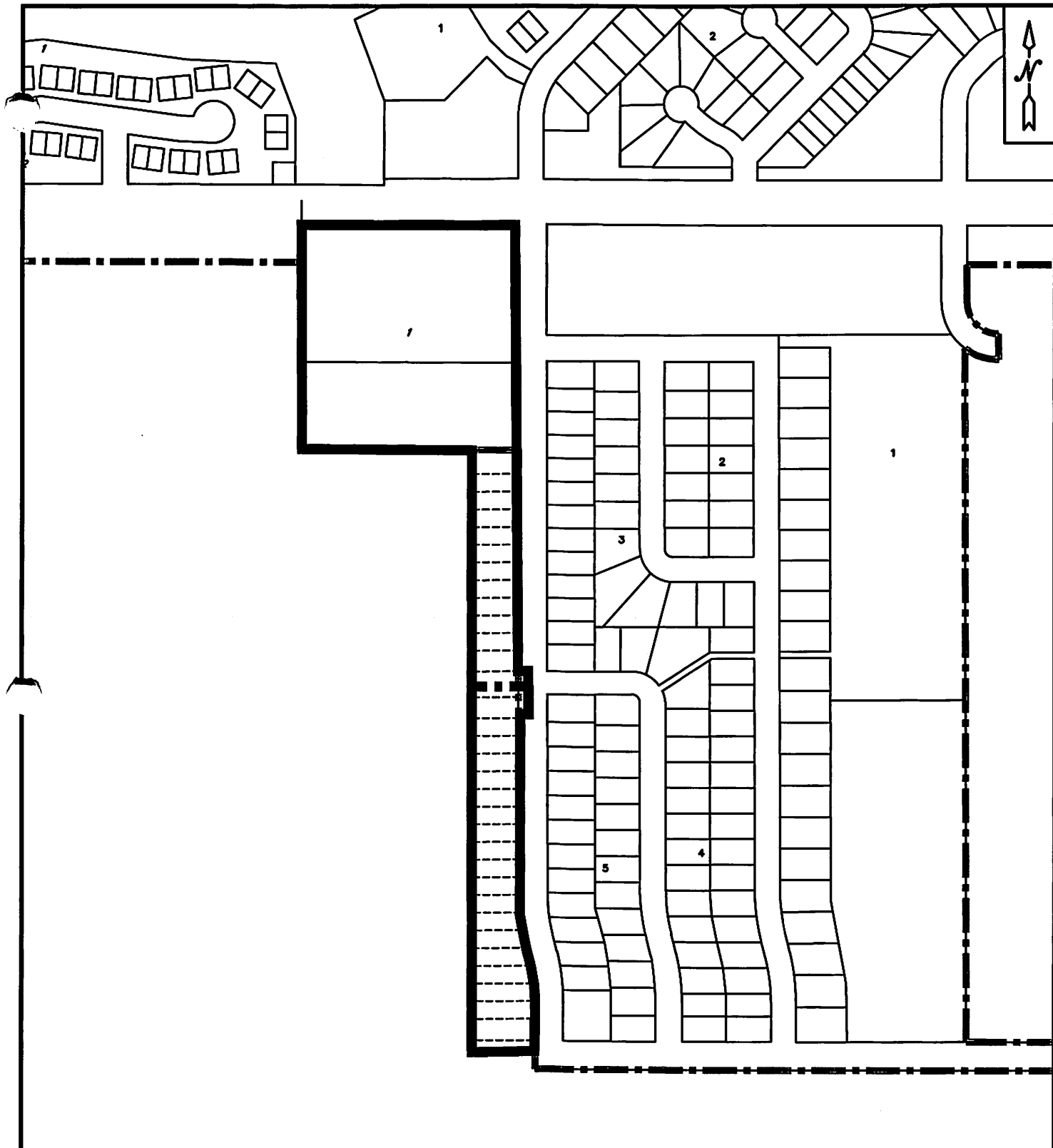
Date 3/5/26


Allen R. Grasser, PE – City Engineer

Construction Cost		\$ 156,337
(+) Consultant Cost		\$ 28,400
(+) Land Acquisition		\$ -
(-) City share		\$ -
Assessed Construction Cost		\$ 184,737

Project-Related Expenses		
(+) City Engineering:	3%	\$ 5,542
(+) Advertising, etc:	2%	\$ 3,695
(+) Administrative:	8%	\$ 14,779
(+) Interim Financing:	4%	\$ 7,389

TOTAL Assessment Amount		\$ 216,142
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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

TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name: Paving and Street Lights for Grand Park 1st 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	
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	2/3/26			
*Notices sent to property owners.	Week of 2/9/26			
Approval of plans & specs.		3/9/26	3/16/26	We are here
**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.		4/13/26	4/20/26	

*Responsibility of Finance & Administrative Services Office

**Responsibility of Engineering Department.

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