



City of Grand Forks  
Staff Report  
Committee of the Whole – April 27, 2026  
City Council – May 4, 2026

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

05/04/2026

*Maureen Storstad*  
Maureen Storstad  
City Auditor

---

**Agenda Item:** Bids for City Project Nos. 9079 (District No. 625) – Sanitary Sewer, 9080 (District No. 368) – Watermain, 9081 (District No. 626) – Storm Sewer, and 9082 (District No. 627) – Stormwater Pond for Birkholz 8<sup>th</sup> Addition

---

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

---

**Staff Recommended Action:** Award contract to R. J. Zavoral and Sons, Inc. in the amount of \$1,668,140.45 for City Project Nos. 9079 (District No. 625) – Sanitary Sewer, 9080 (District No. 368) – Watermain, 9081 (District No. 626) – Storm Sewer, and 9082 (District No. 627) – Stormwater Pond for Birkholz 8<sup>th</sup> Addition, contingent upon receiving Developer’s up-front financing.

---

**Committee Recommended Action:** Motion by Weigel, 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 on consent agenda. Motion passed unanimously.

---

**BACKGROUND:**

Bids were received on April 23, 2026 for projects 9079-9082. Four (4) bids were received, and all were opened. The low bid was submitted by R. J. Zavoral and Sons, Inc. in the amount of \$1,668,140.45 which is 13.6% under the Engineer’s Estimate.

City projects 9079-9082 consist of constructing sanitary sewer, watermain, storm sewer, and a stormwater pond to serve properties in the Birkholz 8<sup>th</sup> Addition development. The primary benefiting area consists of approximately 28 acres of land bounded by 17<sup>th</sup> Ave S. on the north and S. 42nd St. on the west. These public improvements were initiated at the request of the property developer, Oxford Seventeen, LLC. The Developer is proposing this public infrastructure be designed and constructed through special assessment, to be accepted by the City for operation and

maintenance. Design and construction services associated with these projects are being accomplished under task order agreement with CPS, Ltd.

All costs for this project will be special assessed to the benefiting properties except for a City cost share associated with the construction of the stormwater pond. Per current City CIP Cost Sharing Policy, the City cost share for stormwater ponds is calculated from the acres of drainage basin that the pond serves. Based on a drainage basin of slightly more than 20 acres, the City cost share would be 10%. This equates to a cost share of approximately \$60K which will be paid from Fund 5400 (Stormwater Fund).

According to City of Grand Forks Code §18-0908(1)(B), before the contract for any City-constructed facility in any new subdivision will be awarded, the developer must provide the City cash or a negotiable security in the amount of 50% of the costs expected to be special assessed to their properties. This financing arrangement reduces the financial risk to the City for fronting project costs. City staff has been working with the Developer's bank to make these arrangements, and we expect to receive a Letter of Credit before contract execution.

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

- Annexation and plat approval by City Council.
- Jan 19, 2026 – City Council created Special Assessment Districts, approved Engineer's Reports, approved awarding of a task order to CPS, Ltd. For engineering services and directed Engineering Dept. to prepare plans and specifications.
- April 6, 2026 – City Council approved a revised Engineer's Report for project 9081, approved Plans and Specifications, and directed Engineering Dept. to advertise for construction bids.

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

- A timetable of administrative project milestone dates is attached with this Staff Report. Construction is planned to take place in 2026.
- Estimated total construction cost for projects is \$1.67M based on the low bid received
- Cost of the Task Order for engineering design and construction services is \$352,500.
- In accordance with City CIP Cost Sharing Policy, total City cost share is estimated to be \$60K for a City 10% share for new construction of a stormwater pond. To be paid from Fund 5400 (Stormwater Fund).
- Total estimated assessment amount for these projects is \$2.29M
- Based on the type of public infrastructure improvements, these projects are non-protestable per State law [Ref: ND Century Code Ch. 40-22].

### **SUPPORT MATERIALS:**

- Project Location Map (1 pg)
- Bids Abstract (1 pg)
- Special Assessment District Maps (4 pgs)
- Project Timetable (1 pg)

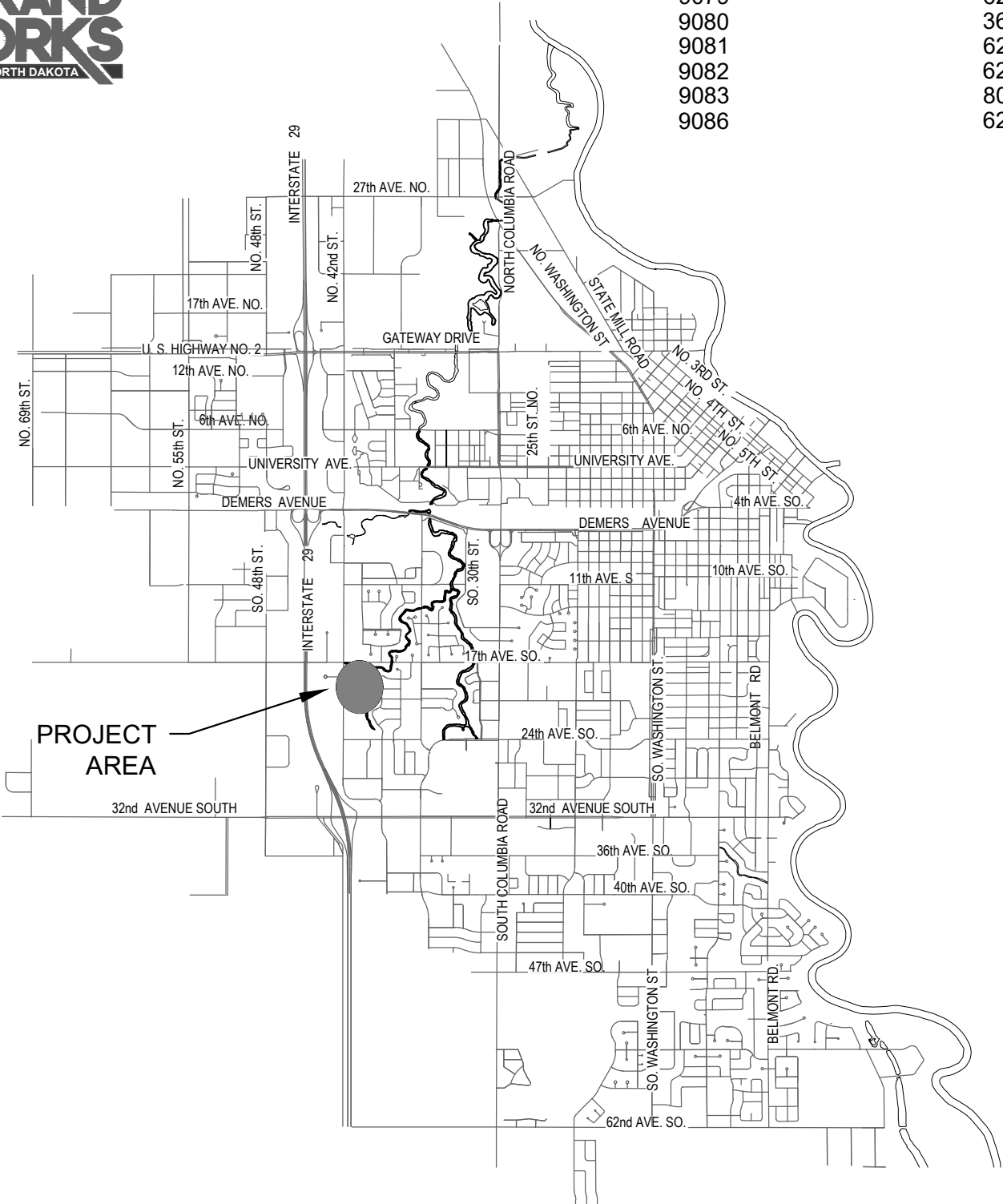
# PROJECT LOCATION MAP

## GRAND FORKS, NORTH DAKOTA

Sanitary Sewer, Watermain, Storm Sewer, Stormwater Pond,  
Paving & Streetlights, & Box Culvert for Birkholz 8th Addition



PROJECT #	DISTRICT #
9079	625
9080	368
9081	626
9082	627
9083	802
9086	628



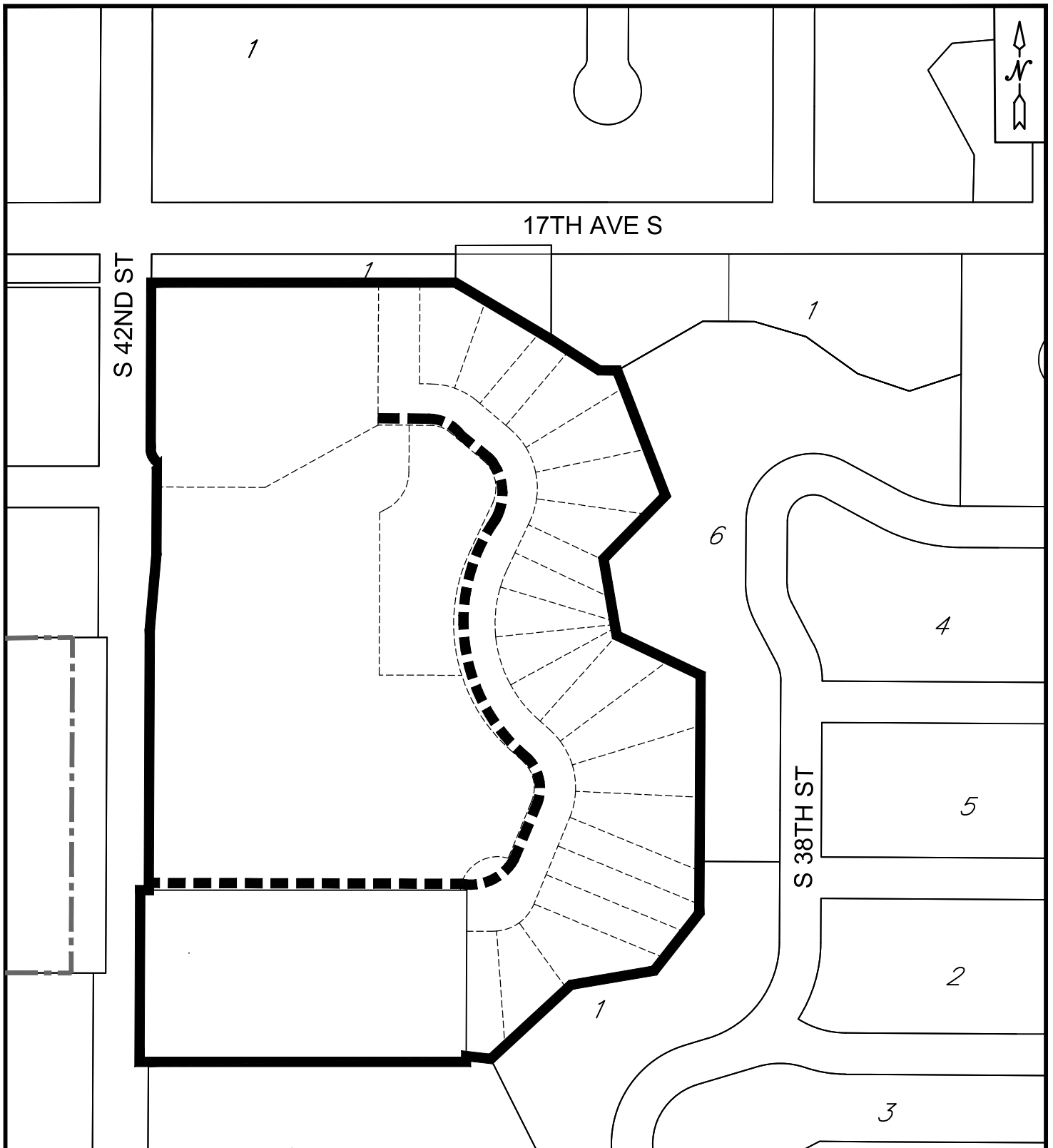
**ABSTRACT OF BIDS**

**PROJECTS 9079-9082 | SANITARY SEWER, WATERMAIN, STORM SEWER & STORMWATER POND FOR BIRKHOLZ'S EIGHTH ADDITION**

Bid Opening: April 23, 2026

Prepared By: Mike Korman

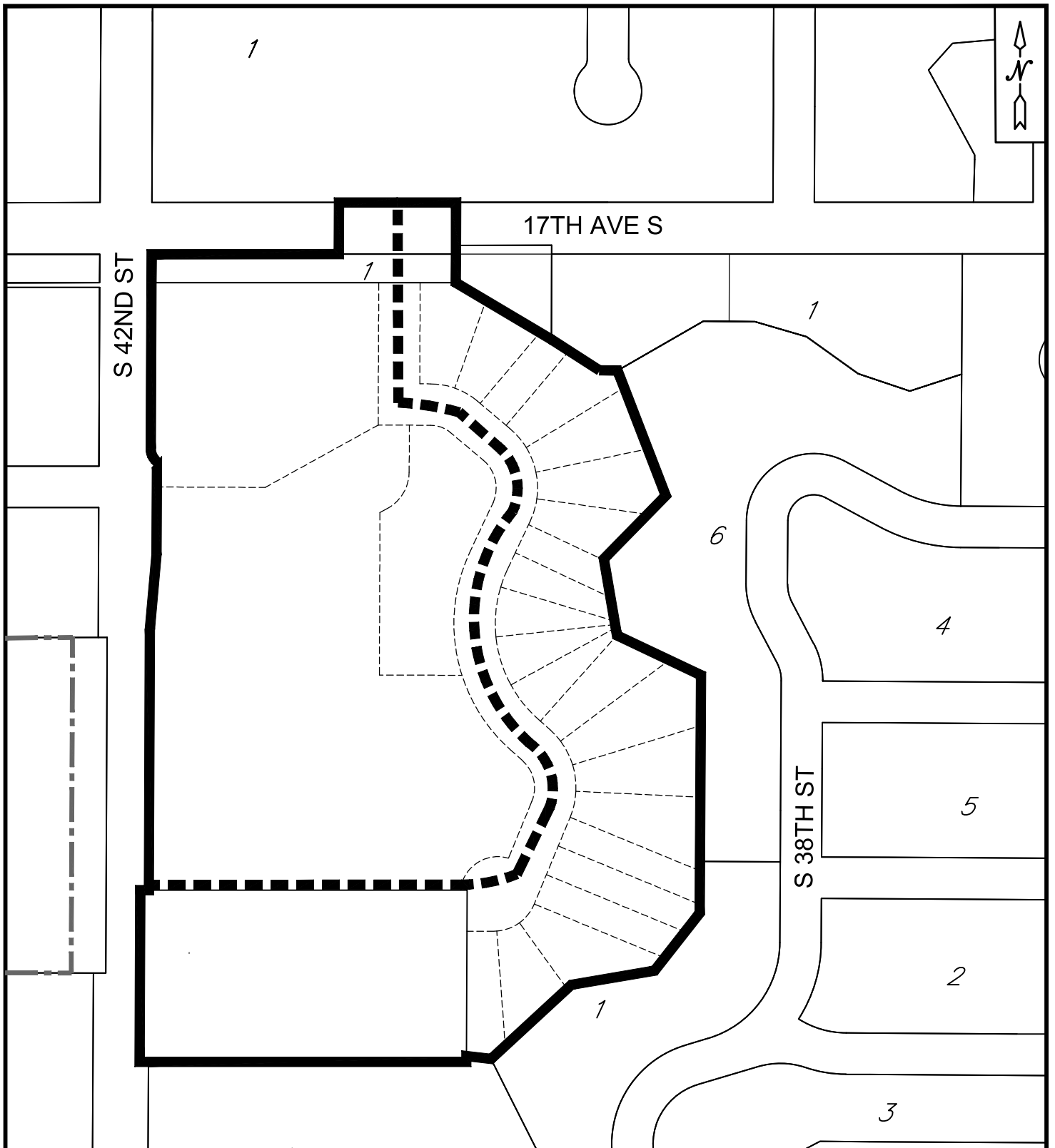
Bidder	Enclosures		Acknowledge	Bid
	Contractor License	5% Bid Bond	Addenda 1-2	
R.J. Zavoral and Sons, Inc.	Yes	Yes	Yes	\$1,668,140.45
Wagner Construction	Yes	Yes	Yes	\$1,897,349.91
Robinson Excavating Inc.	Yes	Yes	Yes	\$1,913,508.00
J.R. Ferche, Inc.	Yes	Yes	Yes	\$2,260,391.57
Engineer's Estimate	N/A	N/A	N/A	\$1,931,655.00



## BIRKHOLZ'S 8TH ADDITION - SANITARY SEWER

### LEGEND

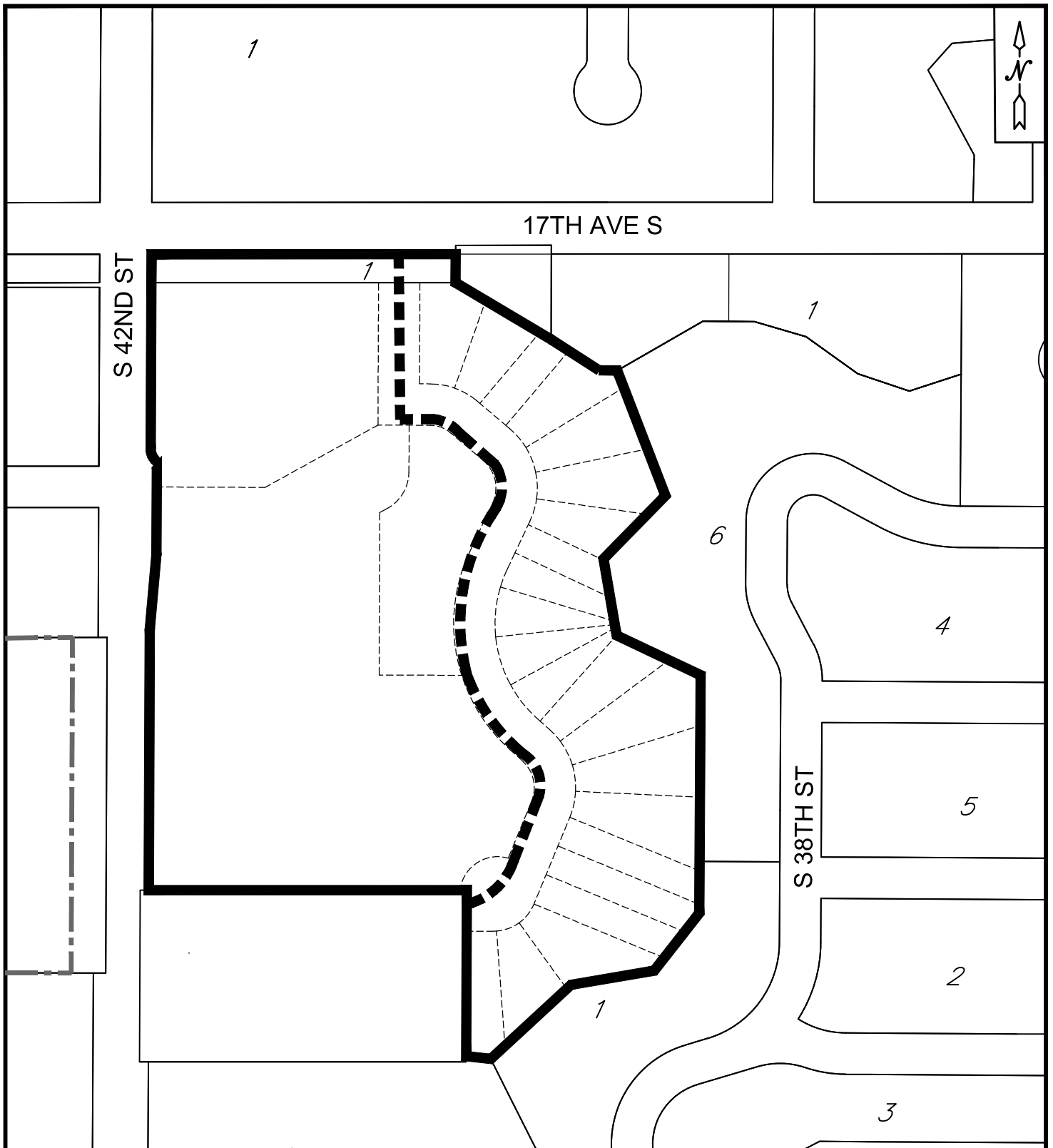
<p>PROJECT # 9079</p> <p>DISTRICT # 625</p>	<p>----- PROPOSED LOT LINES</p> <p>■ ■ ■ ■ PROJECT LIMITS</p> <p>— · — · — CITY LIMITS</p>	<p>▬ ASSESSMENT DISTRICT BOUNDARY</p> <p>▨ FUTURE ASSESSMENT DISTRICT</p>
---	--	---



# BIRKHOLZ'S 8TH ADDITION - WATERMAIN

## LEGEND

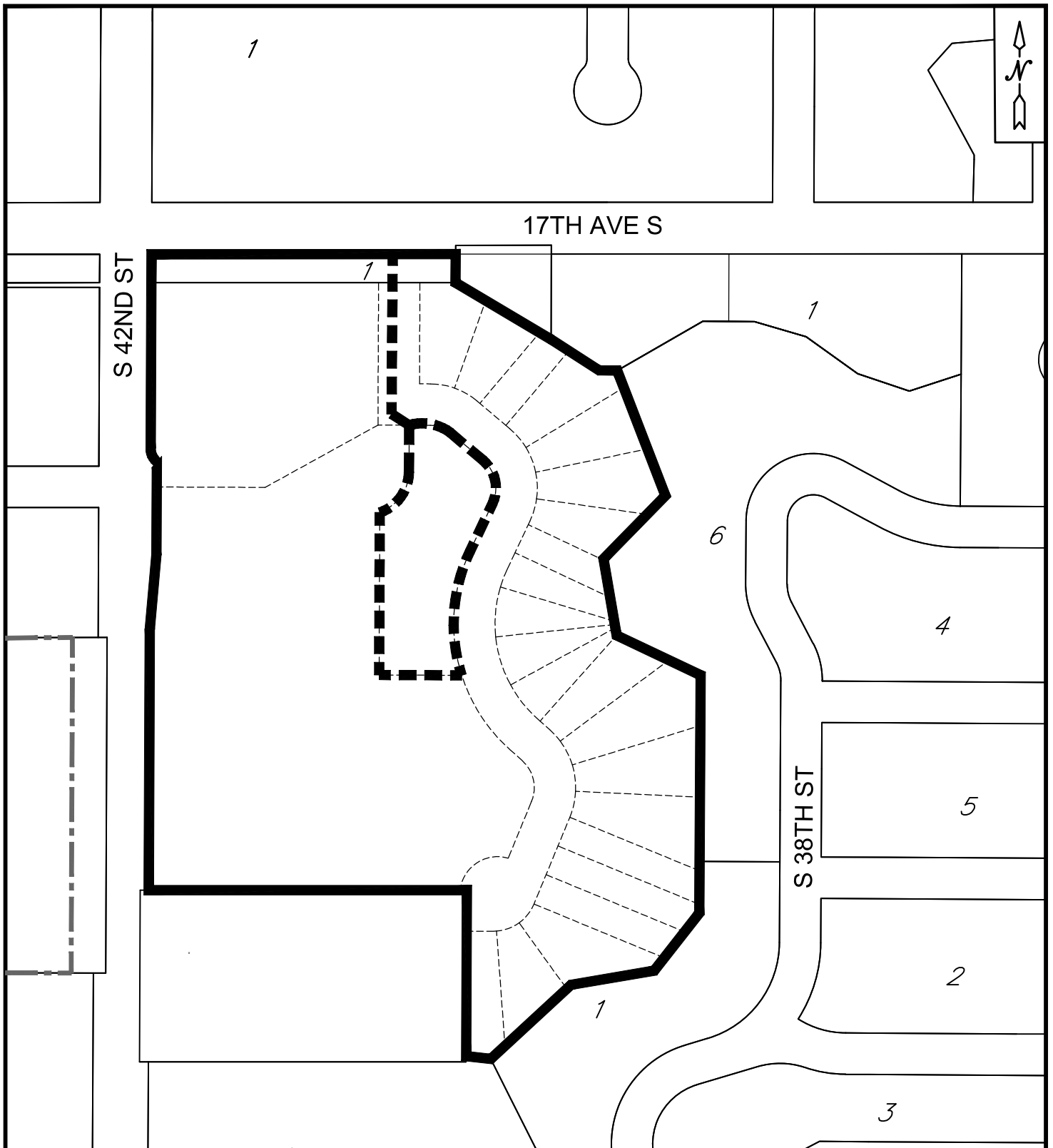
- |                |                          |                                |
|----------------|--------------------------|--------------------------------|
| PROJECT # 9080 | ----- PROPOSED LOT LINES | ▬ ASSESSMENT DISTRICT BOUNDARY |
| DISTRICT # 368 | ▬▬▬ PROJECT LIMITS       | ▨ FUTURE ASSESSMENT DISTRICT   |
|                | — · — CITY LIMITS        |                                |



## BIRKHOLZ'S 8TH ADDITION - STORM SEWER

### LEGEND

- |   |  |  |
|---|--|--|
| <p>PROJECT # 9081</p> <p>DISTRICT # 626</p> | <p>----- PROPOSED LOT<br/>LINES</p> <p>■ ■ ■ ■ PROJECT LIMITS</p> <p>— · — · — CITY LIMITS</p> | <p>———— ASSESSMENT DISTRICT<br/>BOUNDARY</p> <p>▨ FUTURE ASSESSMENT<br/>DISTRICT</p> |
|---|--|--|



## BIRKHOLZ'S 8TH ADDITION - STORMWATER POND

### LEGEND

- |   |  |   |
|---|--|---|
| <p>PROJECT # 9082</p> <p>DISTRICT # 627</p> | <p>----- PROPOSED LOT<br/>LINES</p> <p>■ ■ ■ ■ PROJECT LIMITS</p> <p>— · — · — CITY LIMITS</p> | <p>▬ ASSESSMENT DISTRICT<br/>BOUNDARY</p> <p>▨ FUTURE ASSESSMENT<br/>DISTRICT</p> |
|---|--|---|

## TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name: Sanitary Sewer, Watermain, Storm Sewer, and Stormwater Pond for Birkholz 8<sup>th</sup> Addition

Project Number: 9079, 9080, 9081, 9082

District No.: 625, 368, 626, 627

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

This timetable prepared by EJL  
Revised by:

Date: 01/07/2026  
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.		1/12/26	1/20/26	
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	TBD			
*Notices sent to property owners.	Week of 2/9/26			
Approval of plans & specs.		3/23/26	4/6/26	
**Advertisement for bids prepared.	4/2/26			
*Advertisement for bids published.	4/8/26			
Discuss Project. (Optional)		4/13/26		
***Bids received, opened & tabulated.	4/23/26			
Recommend award of contract.		4/27/26	5/4/26	We are here

\*Responsibility of Finance & Administrative Services Office

\*\*Responsibility of Engineering Department.

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