

Committee of the Whole Meeting Minutes
Monday, March 23, 2026 – 5:30 p.m.

The Committee of the Whole met on Monday, March 23, 2026, at 5:30 p.m. Vice President Weigel called the meeting to order. Present at roll call were Berg, Weigel, Osowski, Lunski, Vein, Fridolfs, & Sande; absent: none

DISCUSSION ITEMS

Ordinance to amend City Code related to Tech Accelerator Advisory Board

City staff presented to committee members the staff recommendation to review an attached ordinance to amend City Code related to the Tech Accelerator Advisory Board; preliminary approval and first reading of the ordinance on April 6, and schedule a public hearing for April 20; second reading, public hearing, and final approval on April 20. The original operational plan for the HIVE involved a Tech Accelerator Advisory Board comprising nine voting and two non-voting members representing various sectors/organizations. This group met one time in April 2023, and it quickly became evident that such structure was impractical and poorly suited to advise and guide the HIVE, for various reasons. Ultimate decision-making authority for the HIVE rests with the JDA, and it is best suited to provide the necessary guidance and direction for the HIVE. The ordinance reflects the requisite code modification to formalize this structure. The JDA approved an update on operational changes, including the described code modification, at its February 2 meeting.

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

Bid Award for Project No. 9050, District No. 797 and Project No. 9101, District No. 631, Reconstruct 5th Ave S & Storm Sewer (Demers Ave to Washington St)

City staff presented to committee members the staff recommendation to reject all bids for City Project No. 9050, District No. 797 – Reconstruct 5th Ave S (Demers Ave to Washington St), and Project No 9101, District 631 – Storm Sewer for 5th Ave S (Demers Ave to Washington St). Bids for these projects were received on March 19, 2026. Five bids were received. The low bid was submitted by Opp Construction in the amount of \$613,296.25. However, the portion of the bid for Project 9101 was \$98,081, which is more than 40% higher than the Engineer's Report. According to ND Century Code 40-22-29, the City may not award a contract to any bidder where the bid exceeds the Engineer's Report by 40% or more. Since the contract documents state that the bid award will be based on the lowest sum of the combined totals for each project, the staff recommendation is to reject all bids. A revised Engineer's Report for Project 9101 will be submitted to the Council for approval, and the projects will be rebid together later this spring. These projects consist of the reconstruction of the existing concrete roadway and replacing the existing storm sewer on 5th Ave S from N Washington St to Demers Ave.

Motion by Vein, second by Osowski, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

Revised Engineer's Report for Project No. 9101, District No. 631, Storm Sewer for 5th Ave S (Demers Ave to Washington St)

Item pulled from agenda.

Bid Award for Project No. 9048, Street and Storm Sewer Repair on 2400 Block of Columbia Road

City staff presented to committee members the staff recommendation to award the contract to the low bidder, Strata Corporation, in the amount of \$397,599.10 and approve any necessary budget amendments for City Project No. 9048 – Street and Storm Sewer Repair on 2400 Block of S Columbia Rd. Bids for this project were received on March 12, 2026. One bid was rejected as it contained a contractor license with an issuance date that was less than 10 days prior to the bid opening. Per ND Century Code Chapter 43-07-12, the bid must be rejected as the contractor's license was not valid for the full 10 days prior to the bid opening. The low bid of \$397,599.10 was submitted by Strata Corporation. The bid was approximately 10% under the Engineer's Estimate of \$442,519. The project consists of repairing storm sewer and catch basins, concrete panels, and curb and gutter in the 2400 block of S Columbia Rd.

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Motion by Osowski, second by Berg, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

**Bid Award for Project No. 9060, District No. 798, Reconstruct 17th Ave S
(S Columbia Rd - S 20th St)**

City staff presented to committee members the recommendation to award the contract to the low bidder, Opp Construction, LLC, in the amount of \$2,333,024.70 and to approve a budget amendment for Project No. 9060, District No. 798 – Reconstruct 17th Avenue South (South Columbia Road to South 20th Street). Bids for these projects were received on March 19, 2026. 4 bids were received, and 4 bids were opened. The low bid of \$2,333,024.70 was submitted by Opp Construction, LLC and was approximately 19% under the Engineer’s Estimate. This project consists of reconstructing the existing roadway on 17th Avenue South from South Columbia Road to South 20th Street. The existing roadway is 37 feet wide and was originally constructed in 1968. The existing pavement is broken, cracked, and spalled throughout the project limits. Several alternatives were considered for rehabilitation in this area. After analyzing the condition of the pavement, it was determined that rehabilitation would not provide a long-term solution. Therefore, reconstruction was selected as the recommended alternative. The proposed reconstruction will consist of replacing the existing pavement, storm sewer improvements, installation of rectangular rapid flashing beacons (RRFB’s), replacement of street light conduit and conductors, relocation of a fire hydrant, and ADA improvements.

Motion by Berg, second by Lunski, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

Bid Award for Project No. 8998, 2026 Watermain Replacement

City staff presented to committee members the recommendation to award the bid for City Project 8998.01 to the low bidder, which will be presented at the April 6 City Council. If favorable bids are received, City staff may recommend award 8998.0002 in conjunction with the base bid, City Project 8998.01, to the low bidder. Bids for this project will be received on 4/2/2026. City staff is bringing this Project forward to allow more time on the back end for the selected Contractor to order materials for the Project. Bid award approval is scheduled to be presented at the 4/6/26 Council. At that time, City staff is anticipating recommending approval of the base bid, City Project 8998.01. If the combined low bid for both 8998.01 & 8998.02 is favorable, City staff may recommend award of City Project 8998.02 at that time. It is anticipated that these Projects will be greater than the budgeted amount of \$650,000, which is allocated for the Project in Fund 5300 (Water – Transmission & Distribution). If a bid award recommendation exceeds the budgeted amount, City staff may request a budget amendment for the Project at the 4/6/26 City Council. The watermain replacement on Cottonwood St (City Project 8998.01) is estimated to cost \$854,301. The watermain replacement on 7th Ave N (City Project 8998.02) is estimated to cost \$395,648. If necessary, the watermain replacement on 7th Ave N will be delayed to a future construction season.

Motion by Vein, second by Lunski, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

**Bid Award for Project No. 8922, District No. 613, Hwy 81 & Associated Area Sanitary Sewer,
Phase 4**

City staff presented to committee members the recommendation to award the contract to the low bidder, Taggart Contracting Inc., in the amount of \$1,381,369.40 for City Project No. 8922, District No. 613 – Highway 81 and Associated Area Sanitary Sewer Phase IV. Bids for this project were received on March 19, 2026. Two bids were opened for the project. The low bid was submitted by Taggart Contracting Inc. in the amount of \$1,381,369.40, which is approximately 13% under the Engineer’s Estimate of \$1,591,977.10. Bids for this project are proposed to consist of installing sanitary sewer in the Highway 81 annexation area. This project is expected to complete the sanitary sewer buildout in this development. This phase (Phase IV) covers most of the properties adjacent to the east side of Highway 81 from 27th Ave N to Mill Rd. It also includes several properties along the north end of Mill Rd.

Motion by Osowski, second by Berg, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

Revised Engineer's Report Project No. 8577, District No. 363, Hwy 81 & Associated Area Watermain Phase 3

City staff presented to committee members the recommendation to approve the revised Engineer's report for City Project No. 8577, District No. 363 – Highway 81 and Associated Area Watermain Phase III. The Engineer's Report for this project was approved in the fall of 2024 in order to qualify the project for SRF loans. It was then revised on March 16, 2026, to reflect current industry prices on the work. Both the initial and revised Engineer's Reports anticipated that the North Dakota State Water Commission (ND SWC) would provide a 60% cost share on the project, which is consistent with the previous two watermain projects in this area. Staff was informed on March 20, 2026, that due to State oil revenue challenges, the ND SWC cost share program has allocated the remainder of its funding for this program for the biennium. The attached revised Engineer's Report is reflective of this new information and presents the costs in the absence of the ND SWC cost sharing. The work of this project is proposed to consist of installing watermain in the Highway 81 annexation area. This project is expected to complete the watermain buildout in this development. This phase (Phase III) will provide water service to the remaining properties along N 30th St and those north of 33rd Ave N. This project will be a special assessment project where the City absorbs the assessments and funds them using a State Revolving Fund Loan.

Motion by Osowski, second by Fridolfs, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

Plans & Specs for Project No. 9064, District No. 800, Paving 27th Ave. North (N Washington - N 36th St)

City staff presented to committee members the recommendation to approve plans and specifications for City Project No. 9064, District 800 – Paving 27th Ave N (N 36th St to N Washington St). The work of this project consists of installing paving and street lights on 27th Ave N from N 36th St. to N Washington St. The road currently exists as a rural gravel section with ditches. The proposed section will be 10" doweled pavement with curb and gutter. Swales are proposed for the project to facilitate drainage in the area. This project is part of the continued development of the Highway 81 area. IT is expected to be phase 1 of 2. Phase 2 will install pavement from N 39th St to N 36th St and is expected to be constructed in 2027 or 2028. A public input meeting for this project was held on March 18, 2026, from 4:30 p.m. to 6:00 p.m. at City Hall. A total of two property owners attended the meeting, both representing the same property. The feedback received was positive and supportive from those in attendance.

Motion by Vein, second by Osowski, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

Plans & Specs For Project No. 8850.01, 47th Ave South Paving & Street Lights (S Columbia - S 34th St)

City staff presented to committee members the recommendation to approve plans and specifications and direct the Engineering department to advertise for construction bids for City Project No. 8850.01 – Paving and Street Lighting for 47th Ave S (S Columbia Rd – S 34th St). This paving project will provide a portion of connecting infrastructure to support the future interstate interchange. City project #8850.01 consists of paving, street lights, and a pedestrian underpass for 47th Ave S (S Columbia Rd to S 34th St). Funding will consist of a combination of NDDOT Flex Funding and City Funds. 47th Ave S in this location is currently a minimum maintenance gravel access road with recent annexation and right-of-way dedication. Utilities for this project were bid, and construction was largely completed during the 2025 construction season, with final completion scheduled for June of 2026. The proposed new construction on 47th Ave S will be a divided 4-lane concrete urban roadway with curb & gutter, storm sewer, commercial street lights, a box culvert to serve as a pedestrian underpass, and a bike path on both sides of the roadway. Due to NDDOT spacing requirements, S 34th St and S 30th St intersections cannot be signalized based on their proximities to S 38th St and S Columbia Rd, respectively. Instead, these intersections will have 3/4 intersection control. The intersection at S 34th St will include a temporary gravel turnaround to allow vehicles to navigate the intersection until the next phase of 47th Ave S is constructed.

Motion by Osowski, second by Berg, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

**Bid Award for Project 8850.02, District No. 801, S 34th St. Paving & Street Lights
(45th - 47th Ave South)**

City staff presented to committee members the recommendation to approve the award of a contract to the low bidder to be determined prior to the April 6, 2026, Council meeting for City Project No. 8850.02 – Paving and Street Lighting for S 34th St (45th – 47th Ave S). As the upcoming 47th Ave Interchange project progresses closer towards implementation, the City has a requirement to provide all of the connecting infrastructure for the interchange. This paving project is a continued piece of the infrastructure buildout. City project #8850.02 consists of paving and street lights for S 34th St (45th – 47th Ave S). This project will be special assessed to the benefiting properties with a 70% City share, as per the City cost share policy. S 34th St is currently an undeveloped ag field with recently platted right-of-way. Utilities for this project were bid, and construction was largely completed during the 2025 construction season, with final completion scheduled for June of 2026. The proposed new construction on S 34th St will be a 41' wide concrete roadway with curb & gutter, storm sewer, commercial street lights, and an 8' bike path on the east side of the roadway. A 5' width of the 8' bike path (equivalent to a standard City sidewalk width) will be assessed to the benefiting properties. The remaining portion of the bike path will be 100% City funded as per the City Special Assessment Policy.

Motion by Sande, second by Berg, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

Plans and Specifications for City Project Nos. 9079, District No. 625, Sanitary Sewer, 9080, District No. 368, Watermain, 9081, District No. 625, Storm Sewer, and 9082, District No. 627, Stormwater Pond for Birkholz 8th Addition

City staff presented to committee members the recommendation to approve the revised Engineer's report for Project No. 9081 (District No. 626) – Storm Sewer. Approve plans and specifications and direct the Engineering Department to advertise for construction bids for City Project Nos. 9079 (District No. 625) – Sanitary Sewer, 9080 (District No. 368) – Watermain, 9081 (District No. 625) -Storm Sewer, and 9082 (District No. 627) – Stormwater Pond for Birkholz 8th Addition. City projects 9079-9082 consist of constructing sanitary sewer, watermain, storm sewer, and a stormwater pond to serve properties in the Birkholz 8th Addition development. The primary benefiting area consists of approximately 28 acres of land bounded by 17th 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 that 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 a task order agreement with CPS, Ltd. City staff have reviewed the Preliminary Design documents, and final design and bid documents are being prepared for advertising. 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 the current City CIP Cost Sharing Policy, the City's 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's cost share would be 10%. This equates to a cost share of approximately \$76K, 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 with 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. The developer has indicated that a Letter of Credit will be provided to meet this requirement.

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

Plans and Specifications for City Project No. 8796 – Shared Use Path on South Columbia Road (Knight Drive to 17th Avenue South)

City staff presented to committee members the recommendation to approve plans and specifications for City Project No. 8796 – Shared use path on South Columbia Road (Knight Drive to 17th Avenue South. This project consists of installing a 10-foot-wide shared-use path that is approximately 400 feet long, where there is an existing sidewalk on South Columbia Road. There is an existing 10-foot-wide shared-use path at the southern limit that this project will tie into. This project is consistent with the 2050 Bike/Ped Plan.

Motion by Osowski, second by Berg, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

Bid award for City Project No. 9065, Upgrade Lift Station #5

City staff presented to committee members the recommendation to award the general contract to the low bidder, ICS, Inc., in the amount of \$331,400, and award the electrical contract to John's Refrigeration & Electric, Inc., in the amount of \$305,160 for City project No. 9065 – Upgrade Lift Station #5. Bids for this project were opened on March 19, 2026. 1 bid was received for the General Contract work and was opened. The bid for the General Contract work was from ICS, Inc. in the amount of \$ 331,400. 3 bids were received for the Electrical Contract work, and 2 bids were opened. The contractor for one of the electrical bids did not have a contractor's license valid for 10 days prior to the bid opening. The low bid for the Electrical Contract work was from John's Refrigeration & Electric, Inc., in the amount of \$305,160. The Engineer's Estimate was \$ 685,000. The combined General and Electrical bids are \$636,560. This project is intended to renew Sanitary Lift Station No. 5 so that it can provide efficient and reliable service for the next 25-plus years. Lift Station 5 is located at 730 N 3rd St and was last rehabbed in 2001. The existing drives and most of the controls are obsolete, and parts are no longer available. The pumps and many of the station components are at the end of their useful life, and there are safety concerns that need to be addressed at both stations.

Motion by Osowski, second by Berg, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

Bid Award Project No. 9106, MSW Solid Waste Landfill Soil Treatment Pad Construction

City staff presented to committee members and the City Attorney the recommendation for review of the bids and provided a recommendation on April 6, 2026. The City of Grand Forks Municipal Solid Waste Landfill provides disposal of regional Municipal Solid Waste, agricultural, industrial, and special wastes as permitted and regulated by the North Dakota Department of Environmental Quality (NDDEQ). IN recent years, there has been an increase in the amount of hydrocarbon-contaminated soil being brought to the landfill. NDDEQ approached the city with the idea of installing a soil treatment pad to treat the soil so it can be used for cover. The project was designed by Burns & McDonnell.

Motion by Osowski, second by Berg, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

Set Public Hearing on Application for Tax Incentive (PILOT) from CK Commercial, LLC, dba Kingsview, located at 6150 Kingsview Dr

City staff presented to committee members the recommendation to approve the Kingsview Project Tax Incentive Application and approve moving through the tax incentive final review and approval process, to include the preliminary recommendation of a five (5) year and 90% Payment in Lieu of Taxes (PILOT), and set the City Council Public Hearing date for Monday, May 4, 2026. The proposed Kingsview development is a new multifamily building on Kings View Drive and north of 62nd Street South at 6150 Kingsview Drive. The proposed development is a significant development investment. The development is a private development that is led by Dakota Commercial. The Kingsview development includes the following: 45 residential rental units with underground parking. Between the fall of 2025 and the winter of 2026, Dakota Commercial applied, received, and accepted North Dakota Housing & Finance Agency Housing Incentive Fund (HIF) funding for rent and income-restricted rental units for 26 of the 45 rental units. The HIF funding further allowed Kingsview development to proceed through a third-party financial review with Baker Tilly.

The start of the development is proposed for June 2026, with an estimated completion in September 2027. The Kingsview development project is an estimated \$12,446,000 investment, which includes \$850,000 in land and \$11,596,000 in newly constructed buildings and structures. The Kingsview development project will not require significant public infrastructure development, as it is an infill development and is served by public infrastructure. The development will meet the Grand Forks community's strategic interest in growing the tax and economic base and provide further and needed housing opportunities.

Motion by Sande, second by Fridolfs, to move the recommendation to City Council with a recommendation to approve. Motion passed 6-1 with Osowski dissenting.

Set Public Hearing on Application for Tax Incentive (PILOT) from RTVMPS, LLC, dba The Domain, located at 1065 47th Ave S

City staff presented to committee members the recommendation to approve the Domain Project Tax Incentive Application and approve moving through the tax incentive final review and approval process to include the preliminary recommendation of a five (5) year and 90% Payment in Lieu of Taxes (PILOT), and set the City Council Public Hearing date for Monday, May 4, 2026. The proposed Domain development is a mixed-use development in the southeast corner of 47th Avenue and South Washington Street, and near the proposed location of Hugo's Family Marketplace grocery store. The proposed Domain development is a significant mixed-use development investment. The Domain development is a private development, and the development team consists of Valley Markets (Hugo's Family Marketplace), Dakota Commercial, and Community Contractors. The Domain development includes the following: approximately 150 residential rental units with 10,000 square feet of commercial space. The start of the development is proposed for the fall of 2027 with a 2029 completion. The Domain development project is an estimated \$43,730,000 investment, which includes \$1,425,000 in land and \$42,305,000 in newly constructed buildings and structures. The development project will not require significant public infrastructure development, as it is an infill development and served by public infrastructure. The developer is requesting the consideration of a PILOT tax incentive of up to five (5) years and 100%. The development will meet the Grand Forks community's strategic interest in growing the tax and economic base and provide further and needed housing opportunities.

Motion by Fridolfs, second by Sande to move the recommendation to City Council with a recommendation to approve. Motion passed 6-1 with Osowski dissenting.

Altru Sports Complex (ASC) – Deep Dive Well Facility Management and Operations Agreement

City staff presented to committee members the recommendation to approve the Altru Sports Complex – Deep Dive Well Facility Management and Operations Agreement, subject to final review and approval from the City Attorney's office. The University of North Dakota (UND) has requested that the City include in Phase 1 of the Altru Sports Complex (ASC), a Deep Dive Well Facility for use by UND for educational and research purposes. In connection, the UND Aerospace Foundation (the "Foundation") agreed to contribute and pay the city funds to pay the costs, expenses, and fees for the design and construction of the Deep Dive Well Facility, up to \$1,500,000.00. Currently, the Deep Dive Well Facility's estimated and anticipated costs, expenses, and fees for the design and construction will not exceed such an amount. It was agreed that the inclusion of the Deep Dive Well Facility within the ASC will be made, provided the City has no responsibility for the costs, expenses, and fees for the design and construction, operation, maintenance, or repair of the Deep Dive Well Facility.

The Agreement establishes the construction of the Deep Dive Well Facility, the Foundation's contribution of \$1,500,000 to the City to cover the costs and expenses for the construction of the Deep Dive Well Facility, and the maintenance and operation of the Deep Dive Well Facility, which makes clear the City has no responsibility for the same. The Agreement has been the subject of review by all parties, and the latest version being as of September 29, 2025. After a number of requests for further comments from the City Attorney's Office regarding the September 2025 version, no substantive comments or requested changes were received. It is understood that upon approval by the City Council, the Agreement will then be submitted to the Park District for its approval. Further, it is understood that the Foundation has approved the terms of this Agreement. Finally, as to UND, it is anticipated that the agreement would be presented for its approval as well. Given the current state of the agreement and the reviews that have occurred, the City administration thought it prudent to present this to the City Council.

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There are some matters that still need to be inserted, and those items are highlighted in yellow. Most are non-substantive, but to the extent any substantive issue remains, it is noted below in the discussion of the terms of this Agreement.

Motion by Berg, second by Osowski, to allow Sande to vote on the agenda item. Motion failed unanimously.

Motion by Osowski, second by Berg, to move the recommendation to City Council with a recommendation to approve. Motion passed with 6 votes affirmative, with Sande recused.

Alerus Center Scoreboard Bid Process Update and Review of Grand Forks Event Center Commission and City Council Authority related to the Alerus Center

City staff presented to committee members the recommendation to review and consider the best path forward for the Alerus Center Score Board Bidding Process. City of Grand Forks (City) staff recommend moving forward with the following process: City-led Option 1 – Request for Qualification (RFQ) and bid as noted below. City staff will work under the final authority of the City Council and in collaboration with the Alerus Center Events Center Commission and Manager (Oak View Group (OVG)). At the March 9, 2026, City Council Committee of the Whole meeting, the City Council voted to terminate the contract with Daktronics, and the City, through City staff (as opposed to through the Events Center Commission), reevaluate the project using resources that the City has, utilize the known scope of work, and for the City put that scope out for a competitive bid. Previously, the Events Center Commission and OVG used Sourcewell (cooperative purchasing group) for the Alerus Center scoreboard replacement project.

Since the March 9, 2026 City Council determination, City staff to include the Engineering, Finance, and IT Departments have followed up with the Alerus Center Event Center Commission (Chair Greg Rixon and Past Chair Jarrod Spoor) and Oak View Group (GM Anna Rosburg and AGM Derek Hoffert) and City Council representatives (City Council President Dana Sande and City Council/Events Center Commission Member Ken Vein) regarding their thoughts and considerations on the best way forward. City staff has proposed two City-led options that would work in collaboration with the Events Center Commission and OVG as follows:

Option 1 – Request for Qualifications (RFQ) and Bidding Process: This option would closely follow the typical process for construction projects. It would involve soliciting qualification-based proposals for professional services. Once professional services have been selected and procured, the selected professional services firm would coordinate stakeholder engagement, project development, preparation of plans and procurement documents, and finally the procurement process itself, and applying a competitive lowest responsible bidder determination.

Option 2 – Request for Proposals (RFP): This option would closely follow the typical process for the competitive procurement of specified materials and the associated installation and integration services. It would involve soliciting proposals from companies through an RFP. The requirements of the RFP would align closely with those that were originally used in the Sourcewell process. Companies would then prepare a proposal that includes their qualifications to meet the requirements listed, as well as the price that they are able to provide to meet them. The final selection would be based on a combination of qualifications and cost (and again, the lowest responsible bidder determination).

Both options would entail advertising either the RFQ or the RFP utilizing local, regional, and/or national sources. If Option 1 (RFQ/Bidding) is selected, the City staff will collaboratively lead the RFQ process in the advertising, selection, and negotiating a contract for professional services. With the City's collaborative leadership, the professional services firm will facilitate the planning, design, bidding, installation, and warranty services for the Alerus Center Score Board Project. If Option 2 (RFP) is selected, City staff will lead the preparation and advertising of the RFP utilizing existing documentation and with collaborative input from the Events Center Commission and OVG. A selection group would then need to be established to recommend a preferred proposal to the Events Center Commission and City Council.

Motion by Sande, second by Vein, to move the recommendation to City Council with a recommendation to approve. Motion passed unanimously.

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ADJOURNMENT

Motion by Osowski, second by Berg, to adjourn the meeting at 7:04 p.m. Motion passed unanimously.