



**CITY COUNCIL
MEETING AGENDA
FEBRUARY 27, 2023 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM**

City Council Meeting

Disclaimer: Voting requirements may be subject to changes in the law, parliamentary procedural matters, or other unforeseen issues. The City Attorney provides opinion on questions of voting requirements in accordance with the Moorhead City Code, Minnesota State Statutes, and parliamentary procedure.

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Agenda Amendments
4. Recognitions - Presentations
 - A. MoorHeart Recognition: Mark Peihl, Archivist, Historical and Cultural Society of Clay County
5. Consent Agenda

*All items listed with an asterisk (*) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in accordance with the "Council Rules of Procedure". In such event, the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.*
6. Approve Minutes
 - A. February 13, 2022 Meeting Minutes
7. Citizens Addressing the Council (Time Reserved: 15 Minutes)

During "Citizens Addressing the Council", the Mayor will invite residents to share issues, concerns and opportunities. Individuals must limit their comments to three minutes. The Mayor may limit the number of speakers on the same issue in the interest of time and topic. Individuals should not expect the Mayor or Council to respond to their comments tonight.
8. *Mayor and Council Appointments
 - A. *Resolution for Appointments to Boards and Committees
9. Public Hearings (5:45 pm)

During "Public Hearings", the Mayor will ask for public testimony after staff and/or applicants make their presentations. The following guidelines are in place to ensure an efficient, fair, and respectful hearing; limit your testimony to three minutes and to the matter under consideration; the Mayor may modify times, as deemed necessary; avoid repeating remarks or points of view made by previous speakers. The use of signs, clapping, cheering or booing or any other form of verbal or nonverbal communication is not allowed.
10. Engineering Department
 - A. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 19-1/2 St and 14th Ave S Area Street Improvements (Eng. No. 23-A2-01)
 - B. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 14th, 16th, 17th, 18th St S & 27th Ave S Mill and Overlay (Eng. No. 23-A2-03)

- C. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 6th St, 18th & 20th Ave S Rehabilitation (Eng. No. 23-A2-07)
 - D. *Resolution to Consider Actions Relating to Johnson Farms 5th and 7th Addition Underground Utility and Street Improvements (Eng. No. 23-A6-01)
 - E. *Resolution to Award Bid (Eng. No. 23-A6-01)
 - F. *Resolution to Award the bid for 7th & 8th Street Mill & Overlay (Eng. No. 22-A2-06)
 - G. *Resolutions to Approve Actions for 11th St S Underground Utility & Street Improvements (Eng. No. 22-A2-02)
 - H. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 11th St S Underground Utility & Street Improvements (Eng. No. 22-A2-02)
 - I. *Resolution to Receive the Report, Order the Preparation of Plans & Specifications and Call for a Public Hearing for 2nd Ave N Area Underground Utility & Street Improvements (Eng. No. 23-A2-04A and 14-02-03F)
11. Community Development Department
- A. Resolution to Authorize Advertisement for Architectural/Engineering Services for the Moorhead Community Center/Public Library
 - B. *Resolution to Approve Authorization of Bids - Moorhead Municipal Airport Florence Klingensmith Field 2023 Projects
 - C. *Resolution to Approve Agreements with Mead and Hunt - Moorhead Municipal Airport 2023 Projects
12. Moorhead Public Service
- A. *Resolution to Award Bid for Construction at Moorhead DOE Tap Substation
 - B. *Resolution to Approve Contract with Western Area Power Administration for 230-KV Transmission Line Construction Services Related to the Moorhead DOE Tap Substation Project
13. Public Works
- A. First Reading of Ordinance 2023-02: An Ordinance to Amend Section 3-4-9.C Recyclable Material and Section 3-4-11.C Yard Waste of the Moorhead City Code
14. Administration
- A. *Resolution to Approve Trollwood Performing Arts School 2023 Operating Budget & Executive Affidavit
15. Mayor and Council Reports
16. City Manager Reports
17. Executive Session

- A. Closed Executive Session pursuant to MN Statute 13D.05, Subdivision 3b(3), for the purpose of discussing the sale of real property described a portion of Parcel Numbers 58.900.0250 and 58.900.0251 owned by the City of Moorhead

18. New Business

19. Adjourn



City Council Communication

February 27, 2023

SUBJECT:

MoorHeart Recognition: Mark Peihl, Archivist, Historical and Cultural Society of Clay County

RECOMMENDATION:

The Mayor and City Council are asked to recognize and honor Mark Peihl with the MoorHeart award.

BACKGROUND/KEY POINTS:

The MoorHeart award recognizes individuals and organizations that go above and beyond to demonstrate community within our City by their actions and service. A team of volunteers from City boards and commissions selects award recipients who are recognized at City Council meetings. For the February 2023 award, the MoorHeart selection committee chose to recognize Mark Peihl for his outstanding knowledge of our region's rich history for more than 35 years and the passion he shows in preserving that history and sharing it with Clay County's residents and visitors.

Mark has taught many people about our community – through interviews, research, tours, exhibits and presentations – he showcases the interesting moments and highlights of Clay County's history that otherwise may not be noticed or appreciated. Mark talks about history with impassioned rhetoric and intense focus that immerses listeners into the discussion; he can paint a picture of the past that is moving and fascinating.

The HCSCC Board of Directors wrote in their collective nomination: *Mark serves the citizens of Moorhead every day as he collects, preserves, interprets, and shares the history and culture of Clay County. Not only does he serve the community by archiving local history, writing researched newsletter articles and exhibits, and researching reference questions, but he gives 30-75 free public presentations in the community each year. He also helps the media who contact him about historical context for current events, and is often interviewed and quoted in the media for his expertise. He is always ready to receive researchers in the archives with a smile. Mark has done this meaningful work for 36 years on behalf of the citizens of Moorhead.*

Clay County – past, present and future – is a better place with Mark serving as historical archivist, and future generations will have access to a treasure of local history because of his work. Thank you, Mark, for your contributions to our community fit the category of historic.

The MoorHeart award is commemorated with a piece of art commissioned from Moorhead-based artist, Karman Rheault especially for this purpose.

As you learn of others in our community doing great things, large and small, please consider submitting a nomination. Information on nominating others for MoorHeart consideration is found at cityofmoorhead.com.



City Council Communication

February 27, 2023

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Not Applicable

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Attachments:



**CITY COUNCIL
MEETING MINUTES
FEBRUARY 13, 2023 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM**

1. Call to Order and Roll Call

Roll call of the members was made as follows:

Present: Council Member: Ryan Nelson
Council Member: Matthew Gilbertson
Council Member: Heather Nesemeier
Council Member: Laura Caroon
Council Member: Deb White
Council Member: Steve Lindaas
Council Member: Larry Seljevold
Council Member: Chuck Hendrickson
Mayor: Shelly Carlson

Absent:

2. Pledge of Allegiance

3. Agenda Amendments

4. Recognitions - Presentations

A. Presentation: Donation to the Inclusive Playground from Lake Agassiz Pacers

Charles Elhard, Chair of the Lake Agassiz Pacers, along with other members of the Pacers' running group presented a donation of \$2,000 for the Inclusive Playground in Moorhead.

B. Presentation: 2022 Metro Profile and 2050 Baseline Demographic Forecast from the Metropolitan Council of Governments (MetroCOG)

FM Metropolitan Council of Governments planners Adam Altenburg and Ari Del Rosario shared data from the 2050 population and demographic forecast in the region and recently published 2022 Metro Profile.

5. Consent Agenda

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Motion to Approve made by Heather Nesemeier and seconded by Ryan Nelson

Motion Passed

For: 8; Nelson, Gilbertson, Nesemeier, Caroon, White, Lindaas, Seljevold, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0

6. Approve Minutes

A. January 23, 2022 Meeting Minutes

Motion to Approve January 23, 2022 Meeting Minutes made by Steve Lindaas and seconded by Chuck Hendrickson

Motion Passed

For: 8; Nelson, Gilbertson, Nesemeier, Caroon, White, Lindaas, Seljevold, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0

7. Citizens Addressing the Council (Time Reserved: 15 Minutes)

During "Citizens Addressing the Council", the Mayor will invite residents to share issues, concerns and opportunities. Individuals must limit their comments to three minutes. The Mayor may limit the number of speakers on the same issue in the interest of time and topic. Individuals should not expect the Mayor or Council to respond to their comments tonight.

8. *Mayor and Council Appointments

A. *Resolution for Appointments to Boards and Committees

9. Public Hearings (5:45 pm)

During "Public Hearings", the Mayor will ask for public testimony after staff and/or applicants make their presentations. The following guidelines are in place to ensure an efficient, fair, and respectful hearing; limit your testimony to three minutes and to the matter under consideration; the Mayor may modify times, as deemed necessary; avoid repeating remarks or points of view made by previous speakers. The use of signs, clapping, cheering or booing or any other form of verbal or nonverbal communication is not allowed.

10. Economic Development

A. *Resolution to Approve Publication of the 2023 Notice of Land Availability

11. Engineering Department

A. *Resolution to Approve Actions for Hampton Place 3rd Addition Final Wearing Course (Eng. No. 23-A2-08).

B. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for Hampton Place 3rd Addition Final Wearing Course (Eng. No. 23-A2-08)

C. *Resolution to Approve Actions for Elm Street and River Drive Area Street and Underground Utility Improvements (Eng. No. 22-A2-04)

D. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for Elm Street and River Drive Area Street and Underground Utility Improvements (Eng. No. 22-A2-04)

E. *Resolution to Approve and Authorize the Mayor and City Manager to Execute Master Services Agreements for Engineering Consultation Services

F. *Resolution to Receive Report, Order Plans & Specifications, and Call for a Public Hearing for 19-1/2 St and 14th Ave S Area Street Improvements (Eng. No. 23-A2-01)

G. *Resolution to Receive Report, Order Plans & Specifications, and Call for a Public Hearing for

14th, 16th, 17th & 18th St S Area Street Improvements (Eng. No. 23-A2-03)

- H. *Resolution to Receive Report, Order Plans & Specifications, and Call for a Public Hearing for 6th St S and 18th & 20th Ave S Street Improvements (Eng. No. 23-A2-07)

12. Community Development Department

A. 2022 Development Report

Community Development Director Kristie Leshovsky presented the 2022 Development Report and highlighted accomplishments in growth and development in the City of Moorhead throughout the year.

13. Police Department

- A. *Resolution to Authorize Budget Adjustment #23-006 the Funding Contribution of \$2,500.00 from the DUI Forfeiture Account to the 7th Judicial District Office for the Clay/Becker Drug Court.
- B. *Resolution to Authorize Budget Adjustment #23-007 to Transfer Funds from State Drug Seizures to Support a Service Agreement with CordicoShield Mobile Application.

14. Moorhead Public Service

- A. *Resolution to Award Bids for 2023 Water Treatment and Wastewater Treatment Chemicals

15. Public Works

- A. *Second Reading of Ordinance 2023-01: An Ordinance to Amend the 2023 Fee Schedule for Sanitation Demolition Materials Roll-off Disposal Costs
- B. *Resolution to Approve Title & Summary of Ordinance 2023-01

16. Administration

- A. *Resolution to Amend Resolution 2022-1212-O, Adopt 2023 City of Moorhead Legislative Priorities, to include additional bonding request for 11 St Underpass Construction
- B. Used Car Dealership Permit Denial Appeal - Amedy Auto

City Attorney John Shockley shared the process for reviewing and renewing used car dealership licenses. Police Chief Shannon Monroe and City Clerk Christina Rust presented information and a recommendation to deny renewing the dealership license to Amedy Auto in Moorhead. Mr. Amedy presented his appeal to the City Council. Discussion occurred regarding the license and recommendation to deny renewing it.

Motion to Affirm the Denial of the Used Car Dealership Permit to Amedy Auto made by Ryan Nelson and seconded by Deb White

Motion Table

For: 9; Nelson, Gilbertson, Nesemeier, Caroon, White, Lindaas, Seljevold, Hendrickson, Carlson

Against: 0

Abstain/Recuse: 0

Absent: 0

Motion to Table Used Car Dealership Permit Denial Appeal - Amedy Auto until additional information from the County is available made by Deb White and seconded by Heather Nesemeier

Motion Passed

For: 6; Gilbertson, Nesemeier, Caroon, White, Lindaas, Seljevold

Against: 2; Nelson, Hendrickson

Abstain/Recuse: 0

Absent: 0

C. *Resolution to Approve Pay Equity Implementation Report

17. Mayor and Council Reports

Council Member Heather Nesemeier shared her experience at the ribbon cutting for the Clay County Resource Recovery Center and encouraged the public to bring recyclables and household hazardous waste to the new transfer center located at 3322 15th Avenue North.

Council Member Deb White spoke of her attendance at the 2023 Introduction to Race Equity Workshop presented by the League of Minnesota Cities.

Council Member Chuck Hendrickson discussed his participation at the Midwest Economic Outlook Summit and speakers that were part of the program.

Council Member Steve Lindaas encouraged the public to stop by the new Clay County Resource Recovery Center and shared that people can drive-in and drop-off garbage waste. Council member Lindaas also shared his attendance at an Inclusive Moorhead event near the end of January and stated many productive conversations took place to increase connections in the community.

Council Member Ryan Nelson spoke about meetings he attended for the Red River Regional Dispatch Governance Board. He stated discussions about a new dispatch facility are underway.

Mayor Shelly Carlson, along with the City of Moorhead's Legislative Workgroup, attended the Coalition of Greater MN Cities Legislative Action Day on January 25 where the team was able to hear from Governor Walz and meet with Senator Kupec and Representative Joy. Mayor Carlson spoke about meetings with the Diversion Authority and stated Mayor Tim Mahoney is this year's Chair and Clay County Commissioner Kevin Campbell is the Vice Chair. Mayor Carlson stated the Moorhead Clay County Joint Powers group also met to continue conversations and work to acquire flowage easements in the upstream area of the Diversion project. Mayor Carlson talked about the Home Builders Association's New Year Celebration that she and Council members Gilbertson and Lindaas attended. Mayor Carlson also shared a proclamation for Murdered and Missing Indigenous Women Awareness Day.

18. City Manager Reports

19. Executive Session

20. New Business

21. Adjourn

6:48 p.m.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson
Mayor

Christina Rust
City Clerk

The proceedings of this meeting are digitally recorded and are available for public review.

DRAFT

RESOLUTION

Resolution for Appointments to Boards and Committees

BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the City council does hereby approve the following committee appointments:

Art & Culture Commission

- Britta Trygstad, Moorhead resident, is appointed to a term commencing February 27, 2023 and ending January 31, 2026. (Ward 2)

Board of Appeals & Equalization

- Glen Deeton, Moorhead resident, is appointed to a term commencing February 27, 2023 and ending January 31, 2026. (At-Large)

Charter Commission

- Chris Welle, Moorhead resident, is appointed to a term commencing February 27, 2023 and ending January 31, 2027. (Ward 2)

Economic Development Authority

- Chad Cota, Moorhead resident, is appointed to a term commencing February 27, 2023 and ending January 31, 2027. (Ward 3)

Library Board

- Karin Olson Held, Moorhead resident, is appointed to a term commencing February 27, 2023 and ending January 31, 2026. (Ward 2)

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 19-1/2 St and 14th Ave S Area Street Improvements (Eng. No. 23-A2-01)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for the above-referenced project.

BACKGROUND/KEY POINTS:

The proposed project area includes the streets of 19-1/2 St and 14th Ave S (map attached). These streets are included in the City's 2023-2027 Capital Improvement Plan and are scheduled for construction of improvements in 2023.

On December 12, 2022, the City Council ordered the preparation of the Preliminary Engineer's Report (PER), to consider making improvements to these streets. The report was completed by City staff under the direction of the City Engineer and made recommendations for various street and utility improvements and was received by the Council on February 13, 2023. Following receipt of the report, the Council ordered preparation of plans and specifications for the making of the recommended improvements as proposed in the report.

The City Engineering Department has prepared plans and specifications for the proposed improvements under the direction of the City Engineer. The streets within this project area have been combined into one contract to simplify construction administration and maximize the economy of scale, while keeping the total contract size to a scope that is suitable for most local contractors. City staff recommends that the Council approve the plans and specifications and authorize advertisement for bids.

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Report	December 13, 2022
Receive Engineer's Report, Order Plans & Specs, and Call for a Public Hearing	Feb 13, 2023
Approve Plans & Specs and Authorize Ad for Bids	Feb 27, 2023
Receive Bids	March 22, 2023
Hold Public Hearing, Order Improvements, Declare Intent to Assess & Award Bid	March 27, 2023
Anticipated Construction Schedule	May – Sept., 2023
Hold Assessment Hearing	Fall 2023

FINANCIAL CONSIDERATIONS:

The cost of the above requested actions is negligible at this time, and consists of printing and mailing costs. The total project cost, including contingencies and fees, is preliminarily estimated



City Council Communication

February 27, 2023

at \$300,000. It is proposed to finance the project through the PIR Fund using a General Obligation Improvement Bond, and to assess approximately \$84,000 of the total project cost to the benefiting properties in accordance with the City's Special Assessment Policy. The balance of the project cost (\$216,000) will be paid as a City share.

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, Assistant City Engineer
Bob Zimmerman, Engineering Director
Ruth Sierra, Office Specialist

Attachments: Location Map



City of Moorhead GIS, Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community



This map is for reference purposes only. It is not a substitute for an accurate field survey. Moorhead, MN is not responsible for any inaccuracies herein contained. This map is in the public domain and may be copied without permission. Citation of the source will be appreciated.



RESOLUTION

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 19-1/2 St and 14th Ave S Area Street Improvements (Eng. No. 23-A2-01)

WHEREAS, pursuant to a resolution passed by the City Council on February 13, 2023, City staff has prepared plans and specifications for 19-1/2 St and 14th Ave S Area Street Improvements (Eng. No. 23-A2-01) under the direction of the City Engineer and such plans are presented to the Council for approval.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead as follows:

1. Such plans and specifications, a copy of which is on file in the office of the City Engineer, are hereby approved.
2. The City Engineer shall prepare and cause to be published on the official websites an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published a minimum of 21 days before the scheduled bid opening. The advertisement shall specify the work to be done, shall state the time and place that the bids will be opened, and shall state that no bids will be considered unless sealed and filed with the City Engineer and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Moorhead for 5 percent of the amount of such bid.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 14th, 16th, 17th, 18th St S & 27th Ave S Mill and Overlay (Eng. No. 23-A2-03)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for the above-referenced project.

BACKGROUND/KEY POINTS:

The proposed project area includes the streets of 14th, 16th, 17th, 18th St S & 27th Ave S (map attached). These streets are included in the City's 2023-2027 Capital Improvement Plan and are scheduled for construction of improvements in 2023.

On December 12, 2022, the City Council ordered the preparation of the Preliminary Engineer's Report (PER), to consider making improvements to these streets. The report was completed by City staff under the direction of the City Engineer and made recommendations for various street and utility improvements and was received by the Council on February 13, 2023. Following receipt of the report, the Council ordered preparation of plans and specifications for the making of the recommended improvements as proposed in the report.

The City Engineering Department has prepared plans and specifications for the proposed improvements under the direction of the City Engineer. The streets within this project area have been combined into one contract to simplify construction administration and maximize the economy of scale, while keeping the total contract size to a scope that is suitable for most local contractors. City staff recommends that the Council approve the plans and specifications and authorize advertisement for bids.

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FINANCIAL CONSIDERATIONS:

The cost of the above requested actions is negligible at this time, and consists of printing and mailing costs. The total project cost, including contingencies and fees, is preliminarily estimated



City Council Communication

February 27, 2023

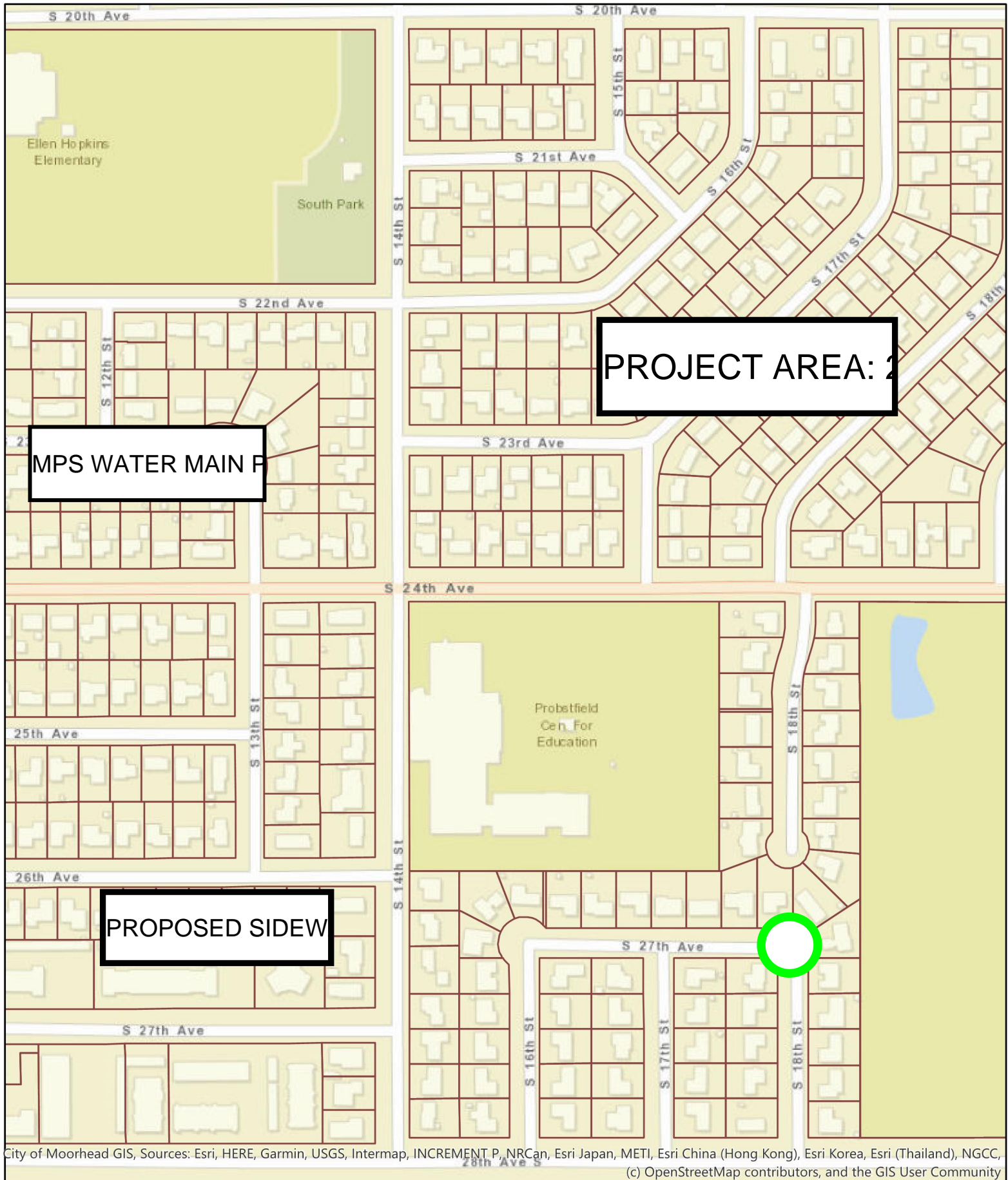
at \$1,040,000. It is proposed to finance the project through the PIR Fund using a General Obligation Improvement Bond, and to assess approximately \$280,000 of the total project cost to the benefiting properties in accordance with the City's Special Assessment Policy. The balance of the project cost (\$760,000) will be paid as a City share.

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, Assistant City Engineer
Bob Zimmerman, Engineering Director
Ruth Sierra, Office Specialist

Attachments: Location Map



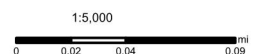
This map is for reference purposes only. It is not a substitute for an accurate field survey. Moorhead, MN is not responsible for any inaccuracies herein contained. This map is in the public domain and may be copied without permission. Citation of the source will be appreciated.

City of Moorhead GIS Map

Agenda Item 10.B.

Date: 2/7/2023 Time: 3:09 PM

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RESOLUTION

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 14th, 16th, 17th, 18th St S & 27th Ave S Mill and Overlay (Eng. No. 23-A2-03)

WHEREAS, pursuant to a resolution passed by the City Council on February 13, 2023, City staff has prepared plans and specifications for 14th, 16th, 17th, 18th St S & 27th Ave S Mill and Overlay (Eng. No. 23-A2-03) under the direction of the City Engineer and such plans are presented to the Council for approval.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead as follows:

1. Such plans and specifications, a copy of which is on file in the office of the City Engineer, are hereby approved.
2. The City Engineer shall prepare and cause to be published on the official websites an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published a minimum of 21 days before the scheduled bid opening. The advertisement shall specify the work to be done, shall state the time and place that the bids will be opened, and shall state that no bids will be considered unless sealed and filed with the City Engineer and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Moorhead for 5 percent of the amount of such bid.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 6th St, 18th & 20th Ave S Rehabilitation (Eng. No. 23-A2-07)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for the above-referenced project.

BACKGROUND/KEY POINTS:

The proposed project area includes the streets of 6th St, 18th & 20th Ave S (map attached). These streets are included in the City's 2023-2027 Capital Improvement Plan and are scheduled for construction of improvements in 2023.

On December 12, 2022, the City Council ordered the preparation of the Preliminary Engineer's Report (PER), to consider making improvements to these streets. The report was completed by City staff under the direction of the City Engineer and made recommendations for various street and utility improvements and was received by the Council on February 13, 2023. Following receipt of the report, the Council ordered preparation of plans and specifications for the making of the recommended improvements as proposed in the report.

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Anticipated Construction Schedule	May – Sept., 2023
Hold Assessment Hearing	Fall 2023

FINANCIAL CONSIDERATIONS:

The cost of the above requested actions is negligible at this time, and consists of printing and mailing costs. The total project cost, including contingencies and fees, is preliminarily estimated



City Council Communication

February 27, 2023

at \$1,268,000.00. It is proposed to finance the project through the PIR Fund using a General Obligation Improvement Bond, and to assess approximately \$253,600 of the total project cost to the benefiting properties in accordance with the City's Special Assessment Policy. The balance of the project cost (\$1,014,400) will be paid as a City share.

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, Assistant City Engineer
Bob Zimmerman, Engineering Director
Ruth Sierra, Office Specialist

Attachments: Location Map



City of Moorhead GIS, Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community



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City of Moorhead GIS Map

Agenda Item 10.C.

Date: 2/7/2023 Time: 3:10 PM

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RESOLUTION

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 6th St, 18th & 20th Ave S Rehabilitation (Eng. No. 23-A2-07)

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1. Such plans and specifications, a copy of which is on file in the office of the City Engineer, are hereby approved.
2. The City Engineer shall prepare and cause to be published on the official websites an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published a minimum of 21 days before the scheduled bid opening. The advertisement shall specify the work to be done, shall state the time and place that the bids will be opened, and shall state that no bids will be considered unless sealed and filed with the City Engineer and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Moorhead for 5 percent of the amount of such bid.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

Consider Actions Relating to Johnson Farms 5th and 7th Addition Underground Utility and Street Improvements (Eng. No. 23-A6-01)

RECOMMENDATION:

The Mayor and City Council are asked to consider the following resolutions for the above-referenced project:

- Order Improvements and Declare Intent to Assess.
- Award the bid to Dirt Dynamics, of Fargo ND in the amount of \$1,377,546.90.

BACKGROUND/KEY POINTS:

Johnson Farms is a residential subdivision that has been under development since 2005. The current project includes all 48 lots of Johnson Farms 7th Addition plus the last 13 remaining undeveloped lots of Johnson Farms 5th Addition. On January 23, 2023, the City Council received petitions from the Developer to have the City install the public infrastructure and to assess 100% of the cost to his benefiting property in accordance with Minnesota Statutes Annotated, Chapter 429 (MS §429). The Developer's intent is to have the improvements constructed during the 2023 construction season as necessary to allow building permits to be issued in the fall of 2023.

On Wednesday, February 15, 2023, the City received bids from Six bidders to construct the proposed improvements. Staff recommends ordering the improvements & declaring the intent to assess; and awarding the bid to Dirt Dynamics, of Fargo ND who was the lowest responsive, responsible bidder.

PROJECT SCHEDULE	
Activity	Date
Receive Petitions & Order Preliminary Engineer's Report	January 23, 2023
Receive Report, Order Plans & Specs, Call for Hearing	January 23, 2023
Approve Plans & Specs & Authorize Ad for Bids	January 23, 2023
Receive Bids	February 15, 2023
Order Improvements & Declaration of Intent to Assess, Award Bids	February 27, 2023
Construct Improvements	April-Aug., 2023
Hold Assessment Hearing (initial improvements)	Fall, 2023

FINANCIAL CONSIDERATIONS:

Six bids for the project were received on February 15, 2023 and are summarized below:



City Council Communication

February 27, 2023

Bidder	Base Bid
Dirt Dynamics	\$1,377,546.90
Northern Improvements Company	\$1,473,978.85
Border States Paving, Inc.	\$1,522,943.25
Dakota Underground Company	\$1,588,000.27
Sellin Brothers, Inc.	\$1,707,493.00
Key Contracting, Inc.	\$2,101,198.25
Engineer's Estimate	\$1,849,174.00

The total cost of the project, including contingencies and fees, is approximately \$1,717,900, and will be financed through the PIR fund, and 100% of the total project cost will be assessed to the benefiting property. Prior to tonight's Council Meeting, the Developer will provide a Letter of Credit in the amount of 30% of the total estimated project cost that will be used as security in case the Developer fails to pay the special assessments.

Voting Requirements: Majority of Council - Order Improvements / Declare Intent – $\frac{3}{4}$ of Council (6) to Award Bid

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, Assistant City Engineer
Bob Zimmerman, Engineering Director
Ruth Sierra, Office Specialist

Attachments: Bid Tabulation and Location Map

H:\JBN\6000\6019\17_6019_098\Johnson Farms 7th Addition\CAD\Plans\Plans Template - 1/27/2023 4:32 PM

!! CAUTION !!

UTILITIES IN THE AREA, BEFORE CONSTRUCTION
UTILIZE 1 CALL 1-800-252-1166

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY
QUALITY LEVEL "C". THIS QUALITY LEVEL WAS DETERMINED
ACCORDING TO THE GUIDELINES OF C/ASCE 38-02, ENTITLED
"STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF
EXISTING SUBSURFACE UTILITY DATA."

PLAN SYMBOLS

RIGHT-OF-WAY LINE ROAD	--- R/W ---
RIGHT-OF-WAY LINE DRAINAGE DITCH	--- ---
SECTION LINE	--- ---
QUARTER LINE	--- ---
PROPERTY LINE	--- ---
EASEMENT LINE	--- ---
RAILROAD	
FENCE	
SANITARY SEWER - EXISTING	--- SS ---
SANITARY SEWER - PROPOSED	--- SS ---
SANITARY SEWER SERVICE - EXISTING	--- SS-SV ---
SANITARY SEWER SERVICE - PROPOSED	--- SS-SV ---
SANITARY SEWER FORCE MAIN	--- SS-FM ---
STORM SEWER - EXISTING	--- ST ---
STORM SEWER - PROPOSED	--- ST ---
WATER - EXISTING	--- W ---
WATER - PROPOSED	--- W ---
WATER SERVICE - EXISTING	--- W-SV ---
WATER SERVICE - PROPOSED	--- W-SV ---
TELEPHONE	--- TEL ---
TELEVISION	--- CATV ---
FIBER OPTIC	--- FBR ---
OVERHEAD POWER	--- OHP ---
UNDERGROUND POWER	--- UGP ---
PETROLEUM PIPELINE	--- PETRO ---
GAS	--- GAS ---
CURB & GUTTER - EXISTING	--- ---
CURB & GUTTER - PROPOSED	--- ---

SANITARY MANHOLE	⊙
STORM MANHOLE	⊙
EXISTING MANHOLE	⊙
HYDRANT	⊙
EXISTING HYDRANT	⊙
GATE VALVE	⊙
EXISTING GATE VALVE	⊙
CLEAN OUT	⊙
CURB STOP	⊙
PROPOSED INLET	⊙
EXISTING INLET	⊙
SIGN - STREET NAME	⊙
SIGN - REGULATORY / WARNING	⊙
POWER POLE	⊙
STREET LIGHT	⊙
ELECTRICAL TRANSFORMER	⊙
UTILITY PEDESTAL	⊙
UTILITY HANDHOLD / VAULT	⊙
DECIDUOUS TREE	⊙
CONIFEROUS TREE	⊙
BUSH / HEDGE	⊙

SPECIFICATION REFERENCE

THE CURRENT EDITION OF THE MINNESOTA DEPARTMENT OF
TRANSPORTATION "STANDARD SPECIFICATIONS FOR
CONSTRUCTION" SHALL GOVERN, AS MODIFIED BY THE CITY OF
MOORHEAD SPECIFICATIONS AND SPECIAL PROVISIONS.

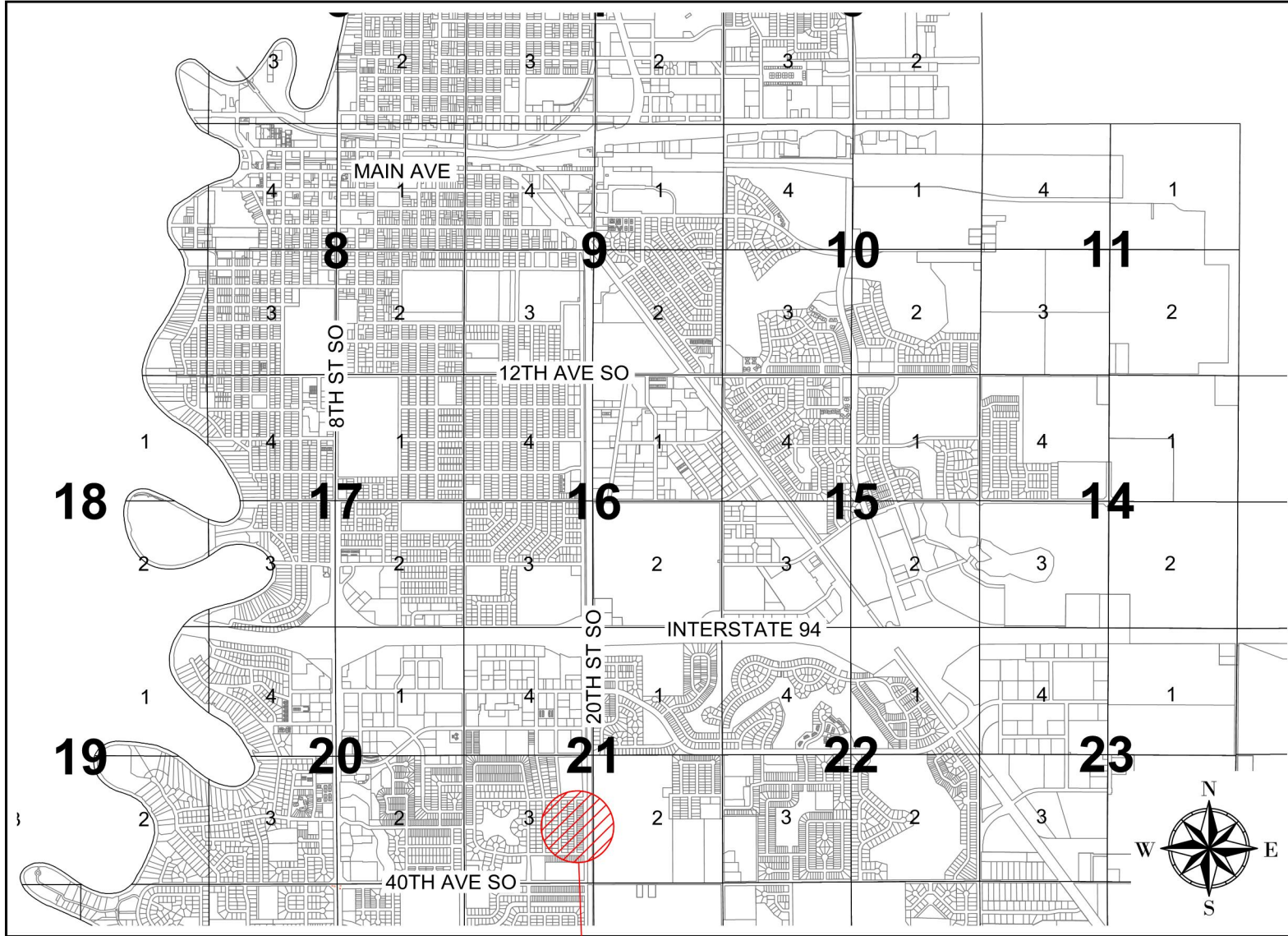
ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE CURRENT
VERSION OF THE MMUTCD, AND TEMPORARY TRAFFIC CONTROL
ZONE LAYOUTS (FIELD MANUAL).

City of Moorhead

Johnson Farms 5th and 7th Addtion

Underground Utility and Street Improvements

Eng. No. 23-A6-01



**PROJECT
LOCATION**

INDEX

SHEET NO.	TITLE
1	Title Sheet
2	Erosion Control Plan
3	Storm Water Pollution Prevention Plan
4	Traffic Control Plan
5	Approved Haul Routes
6	Existing Conditions & Removals
7	General Layout
8-9	Grading Plan
10-21	Plan & Profile (Utilities)
22-23	Structure & Service Tables
24-29	Plan & Profile (Roadway)
30	Typical Residential Street Section
31-56	Standard Details
57-61	Cross Sections



I hereby certify that this plan, specification or report was prepared
by me or under my direct supervision and that I am a duly Licensed
Professional Engineer under the laws of the State of Minnesota.

January 27, 2023
Date

Brady Wall
Signature - Project Engineer

60778
License No.

Brady K. Wall
Name - Project Engineer

Title Sheet

Johnson Farms 5th and 7th Addition Underground Utility and Street Improvements
Johnson Drive, 19th Street South
Curb & Gutter, Asphalt Paving, Underground Utilities and Grading

PROJECT LOCATION

Johnson Farms 5th & 7th Addition; Johnson Dr & 19th St S	
PART OF SECTION	SW 1/4
SECTION No.	21
TOWNSHIP	139 N
RANGE	48 W

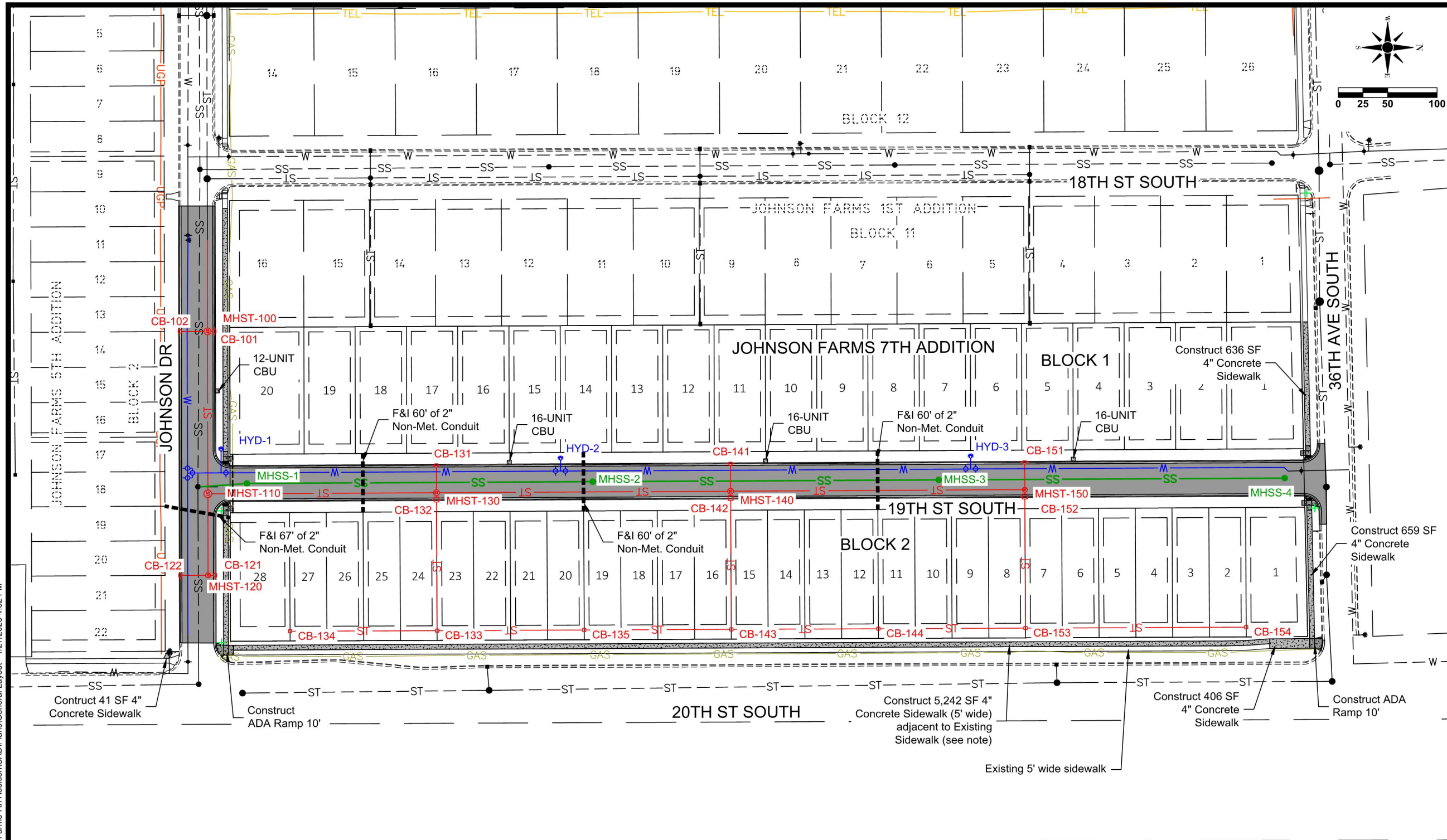
BENCHMARK

BENCHMARK(S)	Top Nut of Hydrant
LOCATION	SW Quadrant of 20th St S and Johnson Dr
TEMPLATE	MOORHEAD
ELEVATION	912.72
COORDINATE SYSTEM	01_Moorhead Site Cal .311
GEOD MODEL	G03US t

SHEET

1
OF 61

H:\UBN6000\6019\17_6019_098_Johnson Farms 7th Addition\CAD\Plans\General Layout - 1/27/2023 4:32 PM



- Sidewalk Notes:
- Contractor shall match the slope of the existing 5' sidewalk when installing concrete sidewalk extension along 20th Street South.
 - Contractor shall match the jointing pattern of the existing 5' sidewalk.
 - Contractor shall tie new 5' sidewalk to the existing by drilling 18" long #4 rebar at 24" max. spacing.
 - Refer to standard detail on sheet 34.

General Layout	I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. Signature: <i>Brady Wall</i> Name: Project Engineer			BA DRAWN BY	MPL CHECKED BY	BKW APPROVED BY
	SHEET 7 OF 61			S.P. No. 23-AG-01 ENG. No.	LEGAL No.	
Johnson Farms 5th and 7th Addition Underground Utility and Street Improvements Johnson Drive, 19th Street South Curb & Gutter, Asphalt Paving, Underground Utilities and Grading			MOORHEAD ENGINEERING HOUSTON ENGINEERING, INC.			

BID TABULATION FOR ENG. NO. 23-A6-01
JOHNSON FARMS 7TH ADDITION STREET AND UNDERGROUND UTILITY IMPROVEMENTS

Bid Opening 02/15/23

Bid Opening 02/15/23					Engineer Estimate		Dirt Dynamics		Northern Improvement Co.		Border States Paving, Inc.	
No.	Item Code	Item Description	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
SECTION I - STREET IMPROVEMENTS												
1	2021.501	MOBILIZATION	LS	1	\$75,000.00	\$75,000.00	\$48,150.00	\$48,150.00	\$102,200.00	\$102,200.00	\$80,900.00	\$80,900.00
2	2104.503	REMOVE CURB AND GUTTER	LF	75	\$15.00	\$1,125.00	\$12.00	\$900.00	\$15.00	\$1,125.00	\$12.70	\$952.50
3	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LF	93	\$10.00	\$930.00	\$8.00	\$744.00	\$5.00	\$465.00	\$9.15	\$850.95
4	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	151	\$20.00	\$3,020.00	\$10.00	\$1,510.00	\$16.00	\$2,416.00	\$14.40	\$2,174.40
5	2104.518	REMOVE CONCRETE SIDEWALK	SF	385	\$3.00	\$1,155.00	\$2.00	\$770.00	\$2.50	\$962.50	\$14.30	\$5,505.50
6	2106.507	EXCAVATION - COMMON (EV) (P)	CY	1850	\$12.00	\$22,200.00	\$8.00	\$14,800.00	\$7.00	\$12,950.00	\$12.00	\$22,200.00
7	2108.504	GEOTEXTILE FABRIC TYPE V - MODIFIED	SY	6862	\$5.00	\$34,310.00	\$3.30	\$22,644.60	\$3.65	\$25,046.30	\$3.75	\$25,732.50
8	2112.604	SUBGRADE PREPARATION	SY	6862	\$4.00	\$27,448.00	\$2.25	\$15,439.50	\$2.50	\$17,155.00	\$2.50	\$17,155.00
9	2123.61	MACHINE TIME	HR	30	\$600.00	\$18,000.00	\$400.00	\$12,000.00	\$325.00	\$9,750.00	\$450.00	\$13,500.00
10	2130.523	WATER FOR DUST CONTROL	MGAL	20	\$60.00	\$1,200.00	\$80.00	\$1,600.00	\$55.00	\$1,100.00	\$150.00	\$3,000.00
11	2211.507	AGGREGATE BASE (CV) CLASS 5 MODIFIED (P)	CY	1144	\$55.00	\$62,920.00	\$60.00	\$68,640.00	\$70.00	\$80,080.00	\$53.20	\$60,860.80
12	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	706	\$110.00	\$77,660.00	\$88.00	\$62,128.00	\$83.00	\$58,598.00	\$88.75	\$62,657.50
13	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,B)	TON	1412	\$100.00	\$141,200.00	\$88.00	\$124,256.00	\$83.00	\$117,196.00	\$88.75	\$125,315.00
14	2521.518	4" CONCRETE WALK	SF	8891	\$8.00	\$71,128.00	\$8.55	\$76,018.05	\$8.15	\$72,461.65	\$10.20	\$90,688.20
15	2531.602	PEDESTRIAN CURB RAMP - 5' WIDE	EA	4	\$1,500.00	\$6,000.00	\$2,000.00	\$8,000.00	\$1,900.00	\$7,600.00	\$2,630.00	\$10,520.00
16	2531.602	PEDESTRIAN CURB RAMP - 10' WIDE	EA	2	\$3,000.00	\$6,000.00	\$3,150.00	\$6,300.00	\$3,000.00	\$6,000.00	\$4,520.00	\$9,040.00
17	2531.603	CONCRETE CURB AND GUTTER	LF	3135	\$30.00	\$94,050.00	\$25.50	\$79,942.50	\$24.25	\$76,023.75	\$27.30	\$85,585.50
18	2563.601	TRAFFIC CONTROL	LS	1	\$2,500.00	\$2,500.00	\$1,550.00	\$1,550.00	\$1,450.00	\$1,450.00	\$1,450.00	\$1,450.00
19	2564.602	SALVAGE AND REINSTALL SIGN (STREET NAME)	EA	1	\$400.00	\$400.00	\$158.00	\$158.00	\$160.00	\$160.00	\$158.00	\$158.00
20	2564.602	FURNISH AND INSTALL SIGN (STREET NAME)	EA	2	\$750.00	\$1,500.00	\$394.00	\$788.00	\$395.00	\$790.00	\$394.00	\$788.00
21	2573.501	STABILIZED CONSTRUCTION EXIT	LS	2	\$2,000.00	\$4,000.00	\$1,600.00	\$3,200.00	\$1,800.00	\$3,600.00	\$2,230.00	\$4,460.00
22	2573.502	STORM DRAIN INLET PROTECTION	EA	24	\$300.00	\$7,200.00	\$173.00	\$4,152.00	\$175.00	\$4,200.00	\$173.00	\$4,152.00
23	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	85	\$3.00	\$255.00	\$3.15	\$267.75	\$3.15	\$267.75	\$3.15	\$267.75
24	2575.505	TURF ESTABLISHMENT - GRASS SEEDING WITH TYPE 5 HYDROMULCH	ACRE	6	\$5,000.00	\$30,000.00	\$3,135.00	\$18,810.00	\$3,135.00	\$18,810.00	\$3,140.00	\$18,840.00
25	2575.505	STRAW DISK ANCHORING WITH HAY (WINTER STABILIZATION)	ACRE	8	\$400.00	\$3,200.00	\$368.00	\$2,944.00	\$370.00	\$2,960.00	\$368.00	\$2,944.00
26	2575.523	WATER FOR TURF ESTABLISHMENT	MGAL	20	\$50.00	\$1,000.00	\$42.00	\$840.00	\$42.00	\$840.00	\$42.00	\$840.00
27	SPEC PROV	TOPSOIL STRIP & SPREAD (P)	CY	7160	\$6.00	\$42,960.00	\$2.50	\$17,900.00	\$5.50	\$39,380.00	\$5.80	\$41,528.00
28	SPEC PROV	INNERDUCT 2.0"	LF	486	\$20.00	\$9,720.00	\$15.00	\$7,290.00	\$7.50	\$3,645.00	\$12.90	\$6,269.40
29	SPEC PROV	MAIL CLUSTER BOX BASE	EA	4	\$1,000.00	\$4,000.00	\$800.00	\$3,200.00	\$725.00	\$2,900.00	\$3,000.00	\$12,000.00
SECTION I - TOTAL						\$750,081.00		\$604,942.40		\$670,131.95		\$710,335.00
SECTION II - SANITARY SEWER												
30	2104.503	REMOVE SEWER PIPE	LF	180	\$10.00	\$1,800.00	\$8.00	\$1,440.00	\$8.40	\$1,512.00	\$8.40	\$1,512.00
31	2503.503	8" PVC PIPE SEWER SDR-35	LF	1097	\$90.00	\$98,730.00	\$40.00	\$43,880.00	\$42.00	\$46,074.00	\$42.00	\$46,074.00
32	2503.602	CONNECT TO EXISTING SANITARY SEWER	EA	1	\$3,000.00	\$3,000.00	\$900.00	\$900.00	\$945.00	\$945.00	\$946.00	\$946.00
33	2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EA	11	\$500.00	\$5,500.00	\$800.00	\$8,800.00	\$840.00	\$9,240.00	\$841.00	\$9,251.00
34	2503.602	4" SEWER RISER	EA	44	\$500.00	\$22,000.00	\$210.00	\$9,240.00	\$220.00	\$9,680.00	\$221.00	\$9,724.00
35	2503.602	8"x 4" PVC WYE	EA	48	\$400.00	\$19,200.00	\$345.00	\$16,560.00	\$365.00	\$17,520.00	\$363.00	\$17,424.00
36	2503.603	CLEAN AND VIDEO TAPE PIPE SEWER	LF	3633	\$3.00	\$10,899.00	\$3.00	\$10,899.00	\$3.15	\$11,443.95	\$3.15	\$11,443.95
37	2503.603	4" PVC SANITARY SERVICE PIPE	LF	2536	\$35.00	\$88,760.00	\$26.00	\$65,936.00	\$27.50	\$69,740.00	\$27.30	\$69,232.80

BID TABULATION FOR ENG. NO. 23-A6-01
JOHNSON FARMS 7TH ADDITION STREET AND UNDERGROUND UTILITY IMPROVEMENTS

Bid Opening 02/15/23					Engineer Estimate		Dirt Dynamics		Northern Improvement Co.		Border States Paving, Inc.	
38	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4007	EA	4	\$10,000.00	\$40,000.00	\$7,290.00	\$29,160.00	\$7,650.00	\$30,600.00	\$7,660.00	\$30,640.00
39	2506.602	MODIFY DRAINAGE STRUCTURE	EA	1	\$1,500.00	\$1,500.00	\$1,640.00	\$1,640.00	\$1,722.00	\$1,722.00	\$1,720.00	\$1,720.00
40	SPEC PROV	LOCATOR PIPE ASSEMBLY	EA	70	\$250.00	\$17,500.00	\$200.00	\$14,000.00	\$210.00	\$14,700.00	\$210.00	\$14,700.00
SECTION II - TOTAL					\$308,889.00		\$202,455.00		\$213,176.95		\$212,667.75	
SECTION III- WATERMAIN												
41	2104.502	REMOVE REDUCER	EA	1	\$250.00	\$250.00	\$650.00	\$650.00	\$680.00	\$680.00	\$683.00	\$683.00
42	2104.502	SALVAGE HYDRANT	EA	1	\$500.00	\$500.00	\$600.00	\$600.00	\$630.00	\$630.00	\$631.00	\$631.00
43	2504.602	CONNECT TO EXISTING WATERMAIN	EA	3	\$2,500.00	\$7,500.00	\$890.00	\$2,670.00	\$935.00	\$2,805.00	\$935.00	\$2,805.00
44	2504.602	1" CURB STOP AND BOX	EA	60	\$750.00	\$45,000.00	\$710.00	\$42,600.00	\$745.00	\$44,700.00	\$746.00	\$44,760.00
45	2504.602	1" CORPORATION STOP	EA	60	\$350.00	\$21,000.00	\$380.00	\$22,800.00	\$400.00	\$24,000.00	\$399.00	\$23,940.00
46	2504.602	INSTALL SALVAGED HYDRANT	EA	1	\$2,500.00	\$2,500.00	\$760.00	\$760.00	\$800.00	\$800.00	\$799.00	\$799.00
47	2504.602	HYDRANT	EA	1	\$8,500.00	\$8,500.00	\$7,200.00	\$7,200.00	\$7,560.00	\$7,560.00	\$7,570.00	\$7,570.00
48	2504.602	ADJUST GATE VALVE AND BOX	EA	2	\$500.00	\$1,000.00	\$470.00	\$940.00	\$360.00	\$720.00	\$2,390.00	\$4,780.00
49	2504.602	8"x 6" TEE FITTING	EA	2	\$1,000.00	\$2,000.00	\$840.00	\$1,680.00	\$882.00	\$1,764.00	\$883.00	\$1,766.00
50	2504.602	8"x 8" TEE FITTING	EA	1	\$1,000.00	\$1,000.00	\$910.00	\$910.00	\$955.00	\$955.00	\$956.00	\$956.00
51	2504.602	8" GATE VALVE AND BOX	EA	7	\$4,500.00	\$31,500.00	\$2,960.00	\$20,720.00	\$3,110.00	\$21,770.00	\$3,110.00	\$21,770.00
52	2504.602	8" 45 DEG BEND FITTING	EA	4	\$500.00	\$2,000.00	\$650.00	\$2,600.00	\$680.00	\$2,720.00	\$683.00	\$2,732.00
53	2504.603	1" TYPE K COPPER PIPE OR CROSS-LINKED POLYTHYLENE (PEX) PIPE	LF	2704	\$30.00	\$81,120.00	\$19.00	\$51,376.00	\$20.00	\$54,080.00	\$20.00	\$54,080.00
54	2504.603	6" PVC C900 WATERMAIN	LF	36	\$50.00	\$1,800.00	\$37.00	\$1,332.00	\$39.00	\$1,404.00	\$38.90	\$1,400.40
55	2504.603	8" PVC C900 WATERMAIN	LF	1525	\$65.00	\$99,125.00	\$49.00	\$74,725.00	\$51.00	\$77,775.00	\$51.50	\$78,537.50
56	2504.604	4" POLYSTYRENE INSULATION	SY	30	\$50.00	\$1,500.00	\$35.00	\$1,050.00	\$37.00	\$1,110.00	\$36.80	\$1,104.00
SECTION III - TOTAL					\$306,295.00		\$232,613.00		\$243,473.00		\$248,313.90	
SECTION IV- STORM SEWER												
57	2503.503	12" RC PIPE SEWER DESIGN 3006 CL III	LF	133	\$75.00	\$9,975.00	\$59.00	\$7,847.00	\$62.00	\$8,246.00	\$62.00	\$8,246.00
58	2503.503	15" RC PIPE SEWER DESIGN 3006 CL III	LF	125	\$85.00	\$10,625.00	\$67.00	\$8,375.00	\$70.00	\$8,750.00	\$70.40	\$8,800.00
59	2503.503	18" RC PIPE SEWER DESIGN 3006 CL III	LF	298	\$90.00	\$26,820.00	\$74.00	\$22,052.00	\$78.00	\$23,244.00	\$77.80	\$23,184.40
60	2503.503	24" RC PIPE SEWER DESIGN 3006 CL III	LF	298	\$120.00	\$35,760.00	\$93.00	\$27,714.00	\$97.00	\$28,906.00	\$97.80	\$29,144.40
61	2503.503	30" RC PIPE SEWER DESIGN 3006 CL III	LF	231	\$165.00	\$38,115.00	\$133.00	\$30,723.00	\$140.00	\$32,340.00	\$140.00	\$32,340.00
62	2503.503	36" RC PIPE SEWER DESIGN 3006 CL III	LF	260	\$215.00	\$55,900.00	\$176.00	\$45,760.00	\$185.00	\$48,100.00	\$185.00	\$48,100.00
63	2502.503	4" PERF PVC PIPE DRAIN	LF	3135	\$20.00	\$62,700.00	\$14.30	\$44,830.50	\$12.75	\$39,971.25	\$14.00	\$43,890.00
64	2503.603	12" HDPE PIPE SEWER	LF	1371	\$50.00	\$68,550.00	\$31.00	\$42,501.00	\$32.50	\$44,557.50	\$32.60	\$44,694.60
65	2503.603	CLEAN AND VIDEO TAPE PIPE SEWER	LF	2716	\$4.00	\$10,864.00	\$4.00	\$10,864.00	\$4.20	\$11,407.20	\$4.20	\$11,407.20
66	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48"- 4020	EA	5	\$6,500.00	\$32,500.00	\$3,950.00	\$19,750.00	\$4,150.00	\$20,750.00	\$4,150.00	\$20,750.00
67	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60"- 4020	EA	2	\$10,000.00	\$20,000.00	\$5,850.00	\$11,700.00	\$6,150.00	\$12,300.00	\$6,150.00	\$12,300.00
68	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72"- 4020	EA	1	\$15,000.00	\$15,000.00	\$9,700.00	\$9,700.00	\$10,185.00	\$10,185.00	\$10,200.00	\$10,200.00
69	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84"- 4020	EA	1	\$20,000.00	\$20,000.00	\$12,100.00	\$12,100.00	\$12,705.00	\$12,705.00	\$12,700.00	\$12,700.00
70	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN G OR H	EA	10	\$5,000.00	\$50,000.00	\$2,500.00	\$25,000.00	\$2,625.00	\$26,250.00	\$2,630.00	\$26,300.00
71	2506.602	CONNECT INTO EXISTING STORM SEWER	EA	1	\$1,500.00	\$1,500.00	\$500.00	\$500.00	\$525.00	\$525.00	\$526.00	\$526.00
72	SPEC PROV	PVC YARD DRAIN	EA	4	\$1,500.00	\$6,000.00	\$1,380.00	\$5,520.00	\$1,450.00	\$5,800.00	\$1,450.00	\$5,800.00
73	SPEC PROV	REAR YARD SUMP PUMP CONNECTION	EA	28	\$700.00	\$19,600.00	\$450.00	\$12,600.00	\$470.00	\$13,160.00	\$473.00	\$13,244.00
SECTION IV - TOTAL					\$483,909.00		\$337,536.50		\$347,196.95		\$351,626.60	
BID TOTAL					\$1,849,174.00		\$1,377,546.90		\$1,473,978.85		\$1,522,943.25	

BID TABULATION FOR ENG. NO. 23-A6-01
JOHNSON FARMS 7TH ADDITION STREET AND UNDERGROUND UTILITY IMPROVEM

Bid Opening 02/15/23					Dakota Underground Co.		Sellin Bros, Inc.		Key Contracting, Inc.	
No.	Item Code	Item Description	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
SECTION I - STREET IMPROVEMENTS										
1	2021.501	MOBILIZATION	LS	1	\$50,000.00	\$50,000.00	\$80,000.00	\$80,000.00	\$35,000.00	\$35,000.00
2	2104.503	REMOVE CURB AND GUTTER	LF	75	\$20.00	\$1,500.00	\$12.00	\$900.00	\$20.00	\$1,500.00
3	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LF	93	\$10.00	\$930.00	\$11.00	\$1,023.00	\$15.00	\$1,395.00
4	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	151	\$20.00	\$3,020.00	\$12.00	\$1,812.00	\$15.00	\$2,265.00
5	2104.518	REMOVE CONCRETE SIDEWALK	SF	385	\$2.00	\$770.00	\$3.00	\$1,155.00	\$15.00	\$5,775.00
6	2106.507	EXCAVATION - COMMON (EV) (P)	CY	1850	\$17.00	\$31,450.00	\$13.50	\$24,975.00	\$12.00	\$22,200.00
7	2108.504	GEOTEXTILE FABRIC TYPE V - MODIFIED	SY	6862	\$4.25	\$29,163.50	\$4.00	\$27,448.00	\$4.50	\$30,879.00
8	2112.604	SUBGRADE PREPARATION	SY	6862	\$4.00	\$27,448.00	\$3.00	\$20,586.00	\$8.50	\$58,327.00
9	2123.61	MACHINE TIME	HR	30	\$1,200.00	\$36,000.00	\$550.00	\$16,500.00	\$700.00	\$21,000.00
10	2130.523	WATER FOR DUST CONTROL	MGAL	20	\$42.00	\$840.00	\$35.00	\$700.00	\$100.00	\$2,000.00
11	2211.507	AGGREGATE BASE (CV) CLASS 5 MODIFIED (P)	CY	1144	\$60.00	\$68,640.00	\$75.00	\$85,800.00	\$55.00	\$62,920.00
12	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	706	\$87.25	\$61,598.50	\$86.00	\$60,716.00	\$120.00	\$84,720.00
13	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,B)	TON	1412	\$87.25	\$123,197.00	\$86.00	\$121,432.00	\$120.00	\$169,440.00
14	2521.518	4" CONCRETE WALK	SF	8891	\$8.50	\$75,573.50	\$10.00	\$88,910.00	\$12.00	\$106,692.00
15	2531.602	PEDESTRIAN CURB RAMP - 5' WIDE	EA	4	\$1,600.00	\$6,400.00	\$2,000.00	\$8,000.00	\$1,500.00	\$6,000.00
16	2531.602	PEDESTRIAN CURB RAMP - 10' WIDE	EA	2	\$2,600.00	\$5,200.00	\$3,100.00	\$6,200.00	\$3,500.00	\$7,000.00
17	2531.603	CONCRETE CURB AND GUTTER	LF	3135	\$26.00	\$81,510.00	\$25.00	\$78,375.00	\$36.00	\$112,860.00
18	2563.601	TRAFFIC CONTROL	LS	1	\$1,500.00	\$1,500.00	\$4,500.00	\$4,500.00	\$3,015.00	\$3,015.00
19	2564.602	SALVAGE AND REINSTALL SIGN (STREET NAME)	EA	1	\$158.00	\$158.00	\$155.00	\$155.00	\$750.00	\$750.00
20	2564.602	FURNISH AND INSTALL SIGN (STREET NAME)	EA	2	\$394.00	\$788.00	\$380.00	\$760.00	\$600.00	\$1,200.00
21	2573.501	STABILIZED CONSTRUCTION EXIT	LS	2	\$0.01	\$0.02	\$850.00	\$1,700.00	\$3,000.00	\$6,000.00
22	2573.502	STORM DRAIN INLET PROTECTION	EA	24	\$250.00	\$6,000.00	\$170.00	\$4,080.00	\$375.00	\$9,000.00
23	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	85	\$3.15	\$267.75	\$3.20	\$272.00	\$5.50	\$467.50
24	2575.505	TURF ESTABLISHMENT - GRASS SEEDING WITH TYPE 5 HYDROMULCH	ACRE	6	\$3,134.00	\$18,804.00	\$3,100.00	\$18,600.00	\$3,100.00	\$18,600.00
25	2575.505	STRAW DISK ANCHORING WITH HAY (WINTER STABILIZATION)	ACRE	8	\$368.00	\$2,944.00	\$365.00	\$2,920.00	\$225.00	\$1,800.00
26	2575.523	WATER FOR TURF ESTABLISHMENT	MGAL	20	\$42.00	\$840.00	\$42.00	\$840.00	\$100.00	\$2,000.00
27	SPEC PROV	TOPSOIL STRIP & SPREAD (P)	CY	7160	\$6.00	\$42,960.00	\$5.00	\$35,800.00	\$7.00	\$50,120.00
28	SPEC PROV	INNERDUCT 2.0"	LF	486	\$10.00	\$4,860.00	\$11.00	\$5,346.00	\$18.00	\$8,748.00
29	SPEC PROV	MAIL CLUSTER BOX BASE	EA	4	\$350.00	\$1,400.00	\$750.00	\$3,000.00	\$5,000.00	\$20,000.00
SECTION I - TOTAL					\$683,762.27		\$702,505.00		\$851,673.50	
SECTION II - SANITARY SEWER										
30	2104.503	REMOVE SEWER PIPE	LF	180	\$20.00	\$3,600.00	\$14.00	\$2,520.00	\$25.00	\$4,500.00
31	2503.503	8" PVC PIPE SEWER SDR-35	LF	1097	\$45.00	\$49,365.00	\$96.00	\$105,312.00	\$38.00	\$41,686.00
32	2503.602	CONNECT TO EXISTING SANITARY SEWER	EA	1	\$5,000.00	\$5,000.00	\$3,600.00	\$3,600.00	\$1,500.00	\$1,500.00
33	2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EA	11	\$1,975.00	\$21,725.00	\$700.00	\$7,700.00	\$1,500.00	\$16,500.00
34	2503.602	4" SEWER RISER	EA	44	\$300.00	\$13,200.00	\$500.00	\$22,000.00	\$275.00	\$12,100.00
35	2503.602	8"x 4" PVC WYE	EA	48	\$500.00	\$24,000.00	\$330.00	\$15,840.00	\$250.00	\$12,000.00
36	2503.603	CLEAN AND VIDEO TAPE PIPE SEWER	LF	3633	\$3.50	\$12,715.50	\$3.00	\$10,899.00	\$2.50	\$9,082.50
37	2503.603	4" PVC SANITARY SERVICE PIPE	LF	2536	\$25.00	\$63,400.00	\$26.00	\$65,936.00	\$25.00	\$63,400.00

BID TABULATION FOR ENG. NO. 23-A6-01
JOHNSON FARMS 7TH ADDITION STREET AND UNDERGROUND UTILITY IMPROVEM

Bid Opening 02/15/23					Dakota Underground Co.		Sellin Bros, Inc.		Key Contracting, Inc.	
38	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4007	EA	4	\$9,000.00	\$36,000.00	\$8,000.00	\$32,000.00	\$7,500.00	\$30,000.00
39	2506.602	MODIFY DRAINAGE STRUCTURE	EA	1	\$1,200.00	\$1,200.00	\$3,000.00	\$3,000.00	\$8,000.00	\$8,000.00
40	SPEC PROV	LOCATOR PIPE ASSEMBLY	EA	70	\$250.00	\$17,500.00	\$250.00	\$17,500.00	\$600.00	\$42,000.00
SECTION II - TOTAL					\$247,705.50		\$286,307.00		\$240,768.50	
SECTION III- WATERMAIN										
41	2104.502	REMOVE REDUCER	EA	1	\$250.00	\$250.00	\$450.00	\$450.00	\$1,000.00	\$1,000.00
42	2104.502	SALVAGE HYDRANT	EA	1	\$1,000.00	\$1,000.00	\$900.00	\$900.00	\$5,500.00	\$5,500.00
43	2504.602	CONNECT TO EXISTING WATERMAIN	EA	3	\$1,350.00	\$4,050.00	\$2,500.00	\$7,500.00	\$2,500.00	\$7,500.00
44	2504.602	1" CURB STOP AND BOX	EA	60	\$750.00	\$45,000.00	\$1,025.00	\$61,500.00	\$1,500.00	\$90,000.00
45	2504.602	1" CORPORATION STOP	EA	60	\$475.00	\$28,500.00	\$650.00	\$39,000.00	\$400.00	\$24,000.00
46	2504.602	INSTALL SALVAGED HYDRANT	EA	1	\$1,625.00	\$1,625.00	\$1,350.00	\$1,350.00	\$5,000.00	\$5,000.00
47	2504.602	HYDRANT	EA	1	\$7,725.00	\$7,725.00	\$8,250.00	\$8,250.00	\$7,500.00	\$7,500.00
48	2504.602	ADJUST GATE VALVE AND BOX	EA	2	\$450.00	\$900.00	\$300.00	\$600.00	\$900.00	\$1,800.00
49	2504.602	8"x 6" TEE FITTING	EA	2	\$925.00	\$1,850.00	\$950.00	\$1,900.00	\$1,500.00	\$3,000.00
50	2504.602	8"x 8" TEE FITTING	EA	1	\$1,000.00	\$1,000.00	\$1,025.00	\$1,025.00	\$1,750.00	\$1,750.00
51	2504.602	8" GATE VALVE AND BOX	EA	7	\$3,375.00	\$23,625.00	\$3,150.00	\$22,050.00	\$4,000.00	\$28,000.00
52	2504.602	8" 45 DEG BEND FITTING	EA	4	\$1,225.00	\$4,900.00	\$750.00	\$3,000.00	\$1,750.00	\$7,000.00
53	2504.603	1" TYPE K COPPER PIPE OR CROSS- LINKED POLYTHYLENE (PEX) PIPE	LF	2704	\$20.00	\$54,080.00	\$19.00	\$51,376.00	\$60.00	\$162,240.00
54	2504.603	6" PVC C900 WATERMAIN	LF	36	\$45.00	\$1,620.00	\$74.00	\$2,664.00	\$100.00	\$3,600.00
55	2504.603	8" PVC C900 WATERMAIN	LF	1525	\$58.00	\$88,450.00	\$63.00	\$96,075.00	\$100.00	\$152,500.00
56	2504.604	4" POLYSTYRENE INSULATION	SY	30	\$40.00	\$1,200.00	\$55.00	\$1,650.00	\$15.00	\$450.00
SECTION III - TOTAL					\$265,775.00		\$299,290.00		\$500,840.00	
SECTION IV- STORM SEWER										
57	2503.503	12" RC PIPE SEWER DESIGN 3006 CL III	LF	133	\$66.00	\$8,778.00	\$81.00	\$10,773.00	\$85.00	\$11,305.00
58	2503.503	15" RC PIPE SEWER DESIGN 3006 CL III	LF	125	\$73.00	\$9,125.00	\$90.00	\$11,250.00	\$120.00	\$15,000.00
59	2503.503	18" RC PIPE SEWER DESIGN 3006 CL III	LF	298	\$82.00	\$24,436.00	\$96.00	\$28,608.00	\$95.00	\$28,310.00
60	2503.503	24" RC PIPE SEWER DESIGN 3006 CL III	LF	298	\$107.00	\$31,886.00	\$118.00	\$35,164.00	\$120.00	\$35,760.00
61	2503.503	30" RC PIPE SEWER DESIGN 3006 CL III	LF	231	\$155.00	\$35,805.00	\$168.00	\$38,808.00	\$160.00	\$36,960.00
62	2503.503	36" RC PIPE SEWER DESIGN 3006 CL III	LF	260	\$198.00	\$51,480.00	\$222.00	\$57,720.00	\$200.00	\$52,000.00
63	2502.503	4" PERF PVC PIPE DRAIN	LF	3135	\$10.50	\$32,917.50	\$15.00	\$47,025.00	\$13.00	\$40,755.00
64	2503.603	12" HDPE PIPE SEWER	LF	1371	\$44.00	\$60,324.00	\$43.00	\$58,953.00	\$45.00	\$61,695.00
65	2503.603	CLEAN AND VIDEO TAPE PIPE SEWER	LF	2716	\$3.50	\$9,506.00	\$2.50	\$6,790.00	\$2.50	\$6,790.00
66	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48"- 4020	EA	5	\$3,900.00	\$19,500.00	\$4,400.00	\$22,000.00	\$6,350.25	\$31,751.25
67	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60"- 4020	EA	2	\$6,400.00	\$12,800.00	\$7,000.00	\$14,000.00	\$10,200.00	\$20,400.00
68	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72"- 4020	EA	1	\$10,800.00	\$10,800.00	\$11,500.00	\$11,500.00	\$16,000.00	\$16,000.00
69	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84"- 4020	EA	1	\$13,200.00	\$13,200.00	\$14,500.00	\$14,500.00	\$16,690.00	\$16,690.00
70	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN G OR H	EA	10	\$2,550.00	\$25,500.00	\$2,800.00	\$28,000.00	\$5,000.00	\$50,000.00
71	2506.602	CONNECT INTO EXISTING STORM SEWER	EA	1	\$2,100.00	\$2,100.00	\$2,200.00	\$2,200.00	\$4,500.00	\$4,500.00
72	SPEC PROV	PVC YARD DRAIN	EA	4	\$2,250.00	\$9,000.00	\$1,900.00	\$7,600.00	\$2,500.00	\$10,000.00
73	SPEC PROV	REAR YARD SUMP PUMP CONNECTION	EA	28	\$1,200.00	\$33,600.00	\$875.00	\$24,500.00	\$2,500.00	\$70,000.00
SECTION IV - TOTAL					\$390,757.50		\$419,391.00		\$507,916.25	
BID TOTAL					\$1,588,000.27		\$1,707,493.00		\$2,101,198.25	

RESOLUTION

Resolution to Order Improvements and Declare Intent to Assess for Johnson Farms 5th and 7th Addition Underground Utility and Street Improvements (Eng. No. 23-A6-01)

WHEREAS, on January 23, 2023 the City Council received petitions from the owners of 100% of the benefiting properties for the City to construct Underground Utility and Street Improvements in Johnson Farms 5th and 7th Addition (Eng. No. 23-A6-01), and to assess the benefiting portion of the cost of such improvements to their property; and

WHEREAS, on January 23, 2023, the City Council the City Council received the Preliminary Engineering Report from the City Engineer which finds that the proposed improvements are necessary, cost-effective and feasible, and should be constructed as a stand-alone project; and

WHEREAS, the City Planning Commission reviewed the proposed Johnson Farms 5th Addition on January 3, 2017, and reviewed the proposed Johnson Farms 7th Addition on December 5, 2022 and found both to be following the City's Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota:

1. Such improvements are necessary, cost-effective, and feasible, and should best be combined into a single project for optimal bidding and construction management purposes as detailed in the Preliminary Engineering Report.
2. The City's Planning Commission has reviewed the proposed capital improvement and reported in writing to the Council its findings as to compliance of the proposed improvement with the Comprehensive Municipal Plan.
3. Such improvements are hereby ordered as proposed in the Council resolution adopted January 23, 2023.
4. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax-exempt bonds.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to Award Bid (Eng. No. 23-A6-01)

WHEREAS, bids were received, opened and tabulated according to law, and the following bids were received:

Bidder	Base Bid
Dirt Dynamics	\$1,377,546.90
Northern Improvements Company	\$1,473,978.85
Border States Paving, Inc.	\$1,522,943.25
Dakota Underground Company	\$1,588,000.27
Sellin Brothers, Inc.	\$1,707,493.00
Key Contracting, Inc.	\$2,101,198.25
Engineer's Estimate	\$1,849,174.00

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota:

1. It is found, determined and declared that the lowest responsive, responsible bid with respect to the proposed improvement was received from Dirt Dynamics, of Fargo ND in the amount of \$1,377,546.90. Said bid is in all respects in accordance with the plans and specifications heretofore approved by the City Council. Thus, said bid is hereby in all things approved and accepted.
2. The project will be financed through the PIR fund and 100% of the cost will be assessed to the benefiting properties in accordance with the City's Special Assessment Policy and applicable Developer's Agreement.
3. The Mayor and City Manager are hereby authorized and directed to enter into a Contract with Dirt Dynamics, of Fargo ND in the amount of \$1,377,546.90 for Johnson Farms 5th and 7th Addition Underground Utility and Street Improvements (Eng. No. 23-A6-01), according to the plans and specifications therefore approved by the City Council and on file in the office of the City Engineer.
4. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bid, except the deposits of the successful bidder and the next lowest bid shall be retained until a contract has been signed.
5. The City Manager is hereby authorized to approve minor extra work orders and change orders as necessary to satisfactorily complete the work up to a cumulative total not-to-exceed 5% (\$68,877.35) of the total contract amount.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

Resolution to Award the bid for 7th & 8th Street Mill & Overlay (Eng. No. 22-A2-06)

RECOMMENDATION:

The Mayor and City Council are asked to Award the bid to Border States Paving, Inc. of Fargo, ND in the amount of \$147,809.40 for 7th & 8th Street Mill & Overlay (Eng. No. 22-A2-06).

BACKGROUND/KEY POINTS:

This project is being coordinated with the City's brick sanitary sewer lining project and BNSF railroad crossing improvements which are both scheduled to occur in the summer of 2023. On Wednesday, February 15th, 2023 the City received bids from 3 bidders to construct the proposed improvements. Staff recommends awarding the bid to Border States Paving, Inc. of Fargo, North Dakota who was the lowest responsive, responsible bidder.

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Report	December 13, 2021
Receive Engineer's Report, Order Plans & Specs	March 14, 2022
Call for Public Hearing, Approve Plans & Specs and Authorize Ad for Bids	April 11, 2022
Hold Public Hearing	May 9, 2022
Order Improvements	May 23, 2022
Receive Bids	February 15, 2023
Declare Intent to Assess & Award Bid	February 27, 2023
Anticipated Construction Schedule	June – Sept., 2023
Hold Assessment Hearing	Fall, 2023

FINANCIAL CONSIDERATIONS:

The three bids for the project that were received on February 15, 2023 are summarized below:

Bidder	Base Bid
Border States Paving, Inc.	\$147,809.40
Northern Improvements Company	\$149,458.60
FM Asphalt, LLC	\$151,173.20
Engineer's Estimate	\$167,846.50

Based on the low bid, the total cost of the improvements, including contingencies and fees is estimated to be in the range of \$228,600 to \$250,000. This includes \$55,000 to \$76,400 for the City's share of the proposed BNSF crossing improvements, which is still just an estimated cost. The project will be financed through the PIR fund and the MSA Maintenance fund. Approximately \$28,400 will be special assessed to the benefiting properties in accordance with the City's



City Council Communication

February 27, 2023

Special Assessment Policy. This will allow the City to use a General Obligation (G.O. Bond) to finance \$142,000 of the total project cost. The remaining balance of \$86,600 to \$108,000 will be paid from MSA Maintenance funds

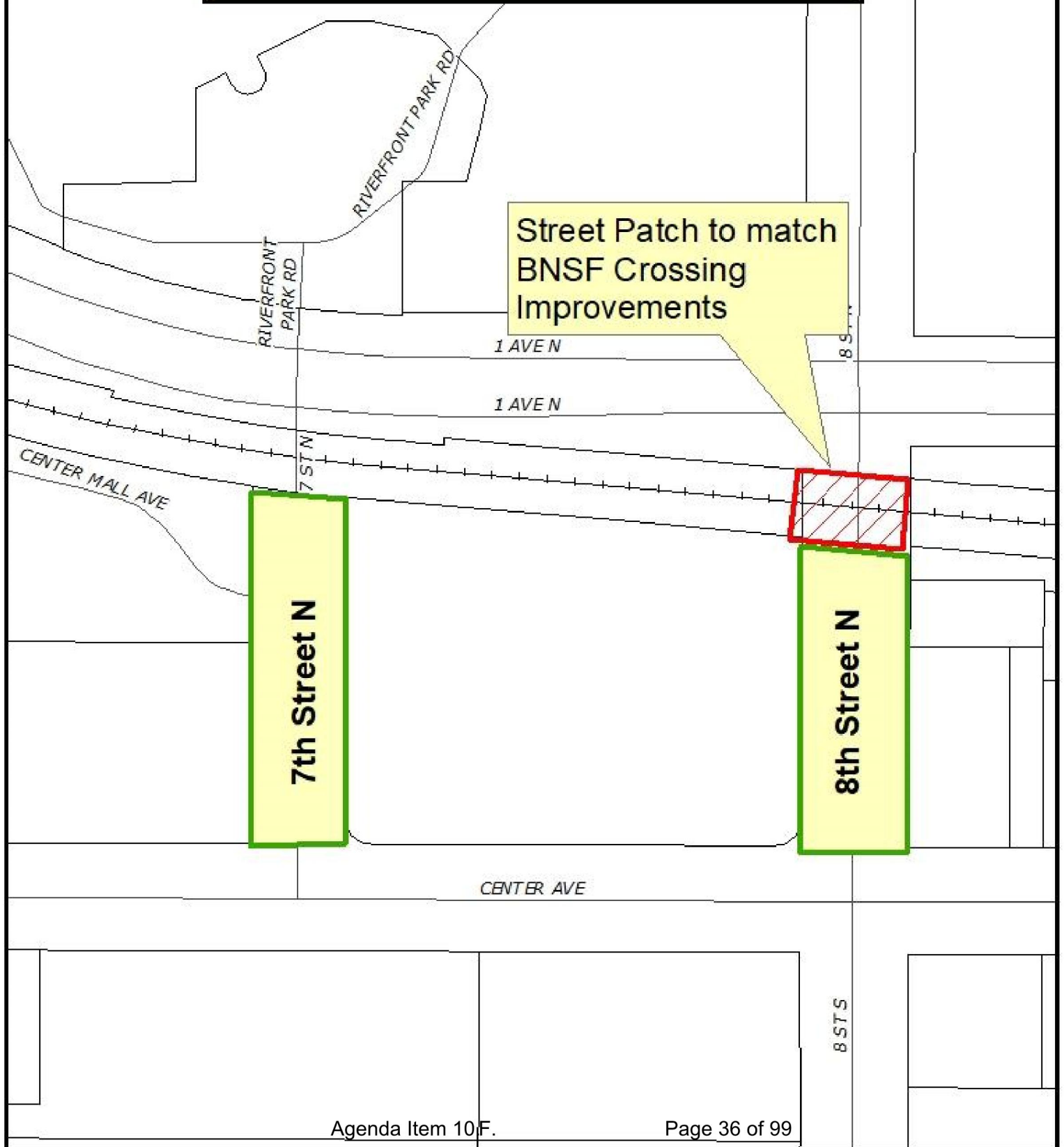
Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, Assistant City Engineer
Bob Zimmerman, Engineering Director
Ruth Sierra, Office Specialist

Attachments: Location Map and Bid Tabulation

**7th St N & 8th St N
Proposed Street Improvements
(Eng. No. 22-A2-06)**



BID TABULATION FOR ENG. No. 22-A2-06
7TH & 8TH ST MILL AND OVERLAY

Bid Opening 02/15/23

Bid Opening 02/15/23					Engineer Estimate		Border States Paving, Inc.		Northern Improvement Co.		FM Asphalt, LLC	
No.	Item Code	Item Description	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
SECTION I - STREET IMPROVEMENTS												
1	2021.501	MOBILIZATION	LS	1	\$15,000.00	\$15,000.00	\$18,000.00	\$18,000.00	\$16,500.00	\$16,500.00	\$20,000.00	\$20,000.00
2	2104.503	REMOVE CURB AND GUTTER	LF	100	\$50.00	\$5,000.00	\$15.40	\$1,540.00	\$23.00	\$2,300.00	\$15.50	\$1,550.00
3	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	46	\$50.00	\$2,300.00	\$8.80	\$404.80	\$8.00	\$368.00	\$9.00	\$414.00
4	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	51	\$50.00	\$2,550.00	\$28.60	\$1,458.60	\$15.50	\$790.50	\$29.00	\$1,479.00
5	2104.518	REMOVE CONCRETE SIDEWALK	SF	768	\$5.00	\$3,840.00	\$4.15	\$3,187.20	\$8.40	\$6,451.20	\$4.15	\$3,187.20
6	2123.61	MACHINE TIME	HR	2	\$400.00	\$800.00	\$329.00	\$658.00	\$525.00	\$1,050.00	\$300.00	\$600.00
7	2232.604	MILL BITUMINOUS PAVEMENT (SPECIAL) PROFILE MILL	SY	2534	\$15.00	\$38,010.00	\$6.00	\$15,204.00	\$6.50	\$16,471.00	\$6.50	\$16,471.00
8	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	317	\$125.00	\$39,625.00	\$135.00	\$42,795.00	\$136.25	\$43,191.25	\$130.00	\$41,210.00
9	2360.509	TYPE SP 9.5 NON WEAR COURSE MIX (3,B) (LEVELING COURSE)	TON	32	\$125.00	\$4,000.00	\$140.00	\$4,480.00	\$136.25	\$4,360.00	\$200.00	\$6,400.00
10	2521.518	4" CONCRETE WALK	SF	283	\$20.00	\$5,660.00	\$17.60	\$4,980.80	\$15.55	\$4,400.65	\$18.00	\$5,094.00
11	2521.618	4" CONCRETE COLORED WALK - STAMPED	SF	88	\$80.00	\$7,040.00	\$38.50	\$3,388.00	\$30.00	\$2,640.00	\$39.00	\$3,432.00
12	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	SY	98	\$102.00	\$9,996.00	\$149.00	\$14,602.00	\$130.00	\$12,740.00	\$150.00	\$14,700.00
13	2531.603	CONCRETE CURB AND GUTTER	LF	100	\$100.00	\$10,000.00	\$105.00	\$10,500.00	\$100.00	\$10,000.00	\$105.00	\$10,500.00
14	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$8,000.00	\$8,000.00	\$10,320.00	\$10,320.00	\$6,800.00	\$6,800.00
15	2573.502	STORM DRAIN INLET PROTECTION	EA	4	\$125.00	\$500.00	\$220.00	\$880.00	\$220.00	\$880.00	\$225.00	\$900.00
16	2575.505	TURF ESTABLISHMENT - GRASS SEEDING WITH TYPE 5 HYDROMULCH	SY	5	\$100.00	\$500.00	\$55.00	\$275.00	\$55.00	\$275.00	\$55.00	\$275.00
17	2582.503	4" SOLID LINE WHITE-EPOXY GROUND IN (WR)	LF	444	\$5.00	\$2,220.00	\$3.30	\$1,465.20	\$3.30	\$1,465.20	\$3.30	\$1,465.20
18	2582.503	4" BROKEN LINE WHITE-EPOXY GROUND IN (WR)	LF	120	\$5.00	\$600.00	\$3.30	\$396.00	\$3.30	\$396.00	\$3.30	\$396.00
19	2582.503	24" SOLID LINE WHITE-EPOXY GROUND IN (WR)	LF	184	\$17.50	\$3,220.00	\$27.50	\$5,060.00	\$27.50	\$5,060.00	\$27.50	\$5,060.00
20	2582.503	4" DOUBLE SOLID LINE YELLOW-EPOXY GROUND IN (WR)	LF	363	\$8.50	\$3,085.50	\$6.60	\$2,395.80	\$6.60	\$2,395.80	\$6.60	\$2,395.80
21	2582.503	4" SOLID LINE YELLOW-EPOXY GROUND IN (WR)	LF	400	\$5.00	\$2,000.00	\$3.30	\$1,320.00	\$3.30	\$1,320.00	\$3.30	\$1,320.00
22	2582.503	4" BROKEN LINE YELLOW-EPOXY GROUND IN (WR)	LF	180	\$5.00	\$900.00	\$3.30	\$594.00	\$3.30	\$594.00	\$3.30	\$594.00
23	2583.503	PAVEMENT MESSAGE - LEFT TURN ARROW EPOXY (WR)	EA	4	\$500.00	\$2,000.00	\$330.00	\$1,320.00	\$330.00	\$1,320.00	\$330.00	\$1,320.00
24	2583.503	PAVEMENT MESSAGE- RIGHT TURN ARROW EPOXY (WR)	EA	2	\$500.00	\$1,000.00	\$330.00	\$660.00	\$330.00	\$660.00	\$330.00	\$660.00
25	2583.503	PAVEMENT MESSAGE- RAILROAD RXR EPOXY (WR)	EA	3	\$500.00	\$1,500.00	\$880.00	\$2,640.00	\$880.00	\$2,640.00	\$900.00	\$2,700.00
SECTION I - TOTAL					\$166,346.50		\$146,204.40		\$148,588.60		\$148,923.20	
SECTION II - STORM SEWER												
26	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	3	\$500.00	\$1,500.00	\$535.00	\$1,605.00	\$290.00	\$870.00	\$750.00	\$2,250.00
SECTION II - TOTAL					\$1,500.00		\$1,605.00		\$870.00		\$2,250.00	
BID TOTAL					\$167,846.50		\$147,809.40		\$149,458.60		\$151,173.20	

RESOLUTION

Resolution to Award the bid for 7th & 8th Street Mill & Overlay (Eng. No. 22-A2-06)

WHEREAS, bids were received, opened and tabulated according to law, and the following bids were received:

Bidder	Base Bid
Border States Paving, Inc.	\$147,809.40
Northern Improvements Company	\$149,458.60
FM Asphalt, LLC	\$151,173.20
Engineer's Estimate	\$167,846.50

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota:

1. It is found, determined and declared that the lowest responsive, responsible bid with respect to the proposed improvement was received from Border States Paving, Inc. of Fargo, ND in the amount of \$147,809.40. Said bid is in all respects in accordance with the plans and specifications heretofore approved by the City Council. Thus, said bid is hereby in all things approved and accepted.
2. The project will be financed through the PIR fund with a portion of the cost to be assessed to the benefiting properties in accordance with the City's Special Assessment Policy. Approximately \$113,600 will be paid as a City share with debt service on the City share paid through the general property tax levy, and the remaining balance (\$86,600 to \$108,000) will be paid from MSA Maintenance funds.
3. The Mayor and City Manager are hereby authorized and directed to enter into a Contract with Border States Paving, Inc. of Fargo, ND in the amount of \$147,809.40 for 7th & 8th St Mill & Overlay (Eng. No. 22-A2-06), according to the plans and specifications therefore approved by the City Council and on file in the office of the City Engineer.
4. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bid, except the deposits of the successful bidder and the next lowest bid shall be retained until a contract has been signed.
5. The City Manager is hereby authorized to approve minor extra work orders and change orders as necessary to satisfactorily complete the work up to a cumulative total not-to-exceed 5% (\$7,390.47) of the total contract amount.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

Resolutions to Approve Actions for 11th St S Underground Utility & Street Improvements (Eng. No. 22-A2-02)

RECOMMENDATION:

The Mayor and City Council are asked to consider the following resolutions for the above referenced project:

- Resolution to Receive Report, Order Plans & Specifications and Call for a Public Hearing
- Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids

BACKGROUND/KEY POINTS:

The proposed project area includes 11th St S between 2nd and 6th Ave S (location map attached). This street is included in the City's 2023-2027 Capital Improvement Plan and is scheduled for construction of improvements in 2023. Since special assessments will be used to finance a portion of the project cost, and the project has been initiated by Council action rather than by petition of the benefiting property owners, in accordance with Minnesota Statutes, Chapter 429, it is necessary to prepare an engineering report and hold a Public Hearing prior to ordering the improvements.

On December 12th, 2022 the City Council ordered the preparation of the Engineer's Report, which has been completed by City staff under the direction of the City Engineer. The report evaluated the existing street and utility systems, considering how they were constructed and maintained, their age and current condition, and information obtained from soil borings and sewer televising. The report makes recommendations for the following street and utility improvements:

11th St S – Reconstruction from 2nd to 6th Ave S

A reconstruction involves the full pavement depth being removed and replaced, typically including the gravel base as well as removal of the existing curb & gutter.

The report notes that MPS will be replacing about 1,100 feet of cast iron pipe (CIP) water mains on 11th St S from 3rd to 6th Ave S as well as several lead water services. In order to better coordinate construction phasing, at the request of MPS, the City designed the proposed water infrastructure replacement (with direction from MPS) and will include this work in the City street project contract. The other water main in the project area (from 2nd to 3rd Ave S) is polyvinyl chloride (PVC) pipe and is in good condition having been replaced in 1986. The sanitary sewer mains from 2nd to 4th Ave S are vitrified clay pipe (VCP) and are in acceptable condition. The Wastewater Department will plan to line the VCP with a cured-in-place pipe ("CIPP") at some future date, as that is the most cost-effective means of maintaining the mains. The sanitary sewer mains from 4th to 6th Ave S are PVC pipe and in good condition, requiring no maintenance at this time. The report recommends pedestrian ramp improvements necessary to comply with ADA requirements. There are no sidewalk gaps in the project area.



City Council Communication

February 27, 2023

Staff is preparing a virtual public informational presentation that will be available on or around February 22nd on the City website for the proposed street improvements. The public informational presentation is intended to share project information with the property owners and to solicit property owner feedback prior to receiving bids. A letter will be mailed to the abutting property owners notifying them of the presentation, and how to contact staff to ask questions or submit comments regarding the proposed design, and requesting feedback by March 8, 2023 which will allow staff time to incorporate changes (if any) into the plans prior to bidding. A new 8-foot wide shared use path is proposed to be installed under this project on the west side of 11th St S from 2nd to 5th Ave S. This proposed path is meant to provide a connection between the existing 8-foot path south of 5th Ave S and the proposed 10-foot path that will be constructed north of 2nd Ave S as part of the 11th Street Underpass project. No other sidewalk is proposed other than replacement of pedestrian ramps and random areas of existing sidewalk in need of replacement as needed to comply with current ADA standards. The report finds that the proposed reconstruction improvements are necessary, cost-effective and feasible. The report further finds that the project is of a sufficient size to achieve a desirable economy of scale and may be constructed as a stand-alone project or in connection with some other improvement. In this case, it is recommended to include the MPS water main replacement work as it will facilitate project coordination and will be the most cost-effective way to complete both projects.

A portion of the project cost will be financed using special assessments applied on an adjusted front foot basis at the standard rates included in the current City Fee Schedule (\$125.00 per foot for reconstruction projects). Staff recommends that the Council receive the Engineer's report, and order the preparation of plans and specifications. Staff further recommends that the City prepare plans and specifications and receive bids for the proposed project prior to holding the Public Hearing in order to have the best information available regarding the actual project costs prior to ordering the improvements. Staff recommends scheduling the Public Hearing to be held on March 27, 2023.

In order to expedite the project, the City Engineering Department has already prepared plans and specifications for the proposed improvements under the direction of the City Engineer. City staff recommends that the Council approve the plans and specifications and authorize advertisement for bids.

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Report	December 12, 2022
Receive Engineer's Report, Order Plans & Specs, Call for a Public Hearing, Approve Plans & Specs, and Authorize Ad for Bids	February 27, 2023
Receive Bids	March 21, 2023
Hold Public Hearing, Order Improvements, Declare Intent to Assess & Award Bid	March 27, 2023
Anticipated Construction Schedule	May – Sept., 2023
Hold Assessment Hearing	Fall 2023



City Council Communication

February 27, 2023

FINANCIAL CONSIDERATIONS:

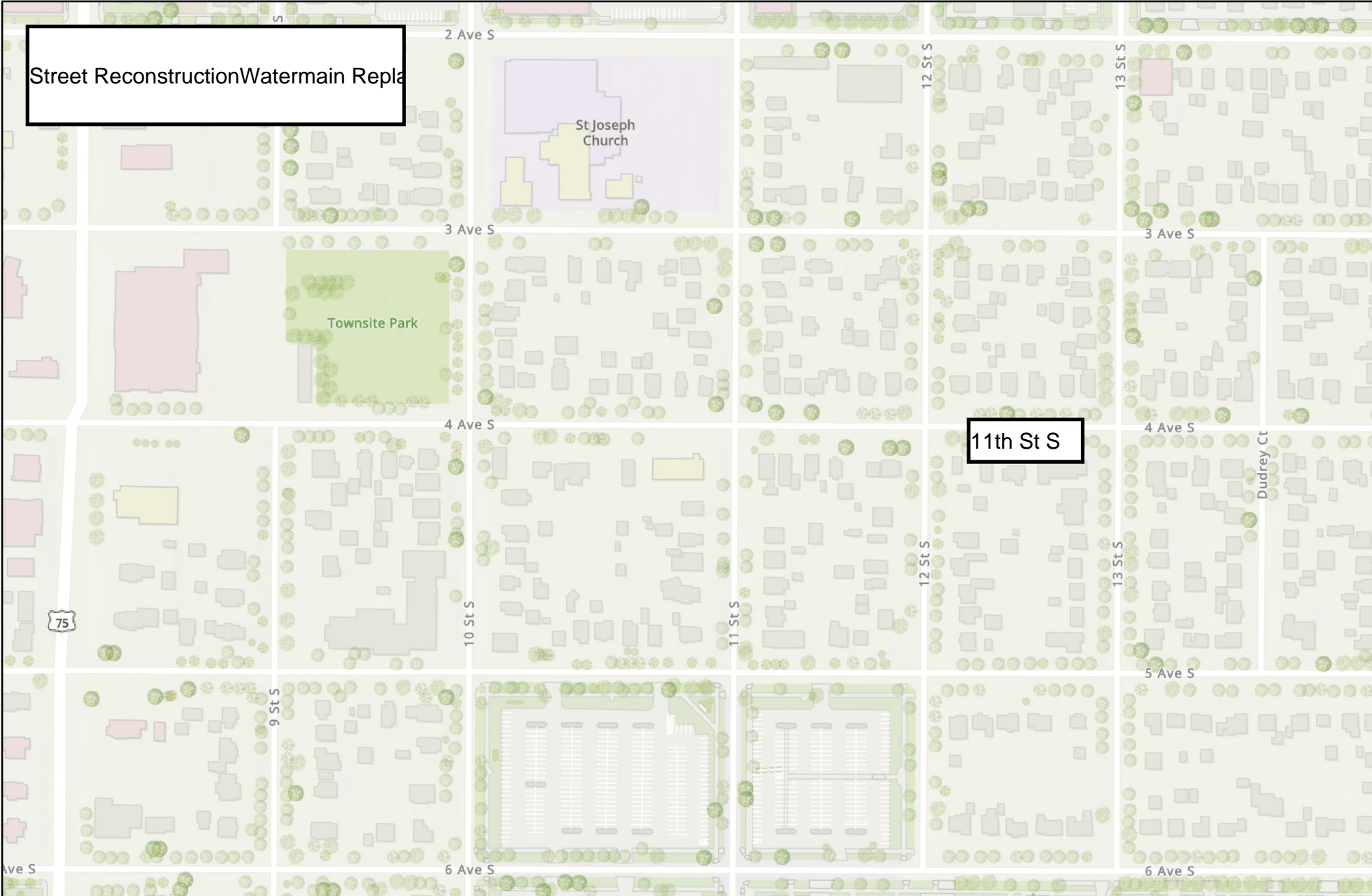
The cost of the above requested actions is negligible at this time, as City staff will complete the design of the project. The total project cost (including proposed water infrastructure) with contingencies and fees is preliminarily estimated at \$1,510,000. MPS' cost share for the proposed water infrastructure and related work on this project is preliminarily estimated at \$266,000. It is proposed to finance the remainder of the project cost through the PIR Fund using a General Obligation Improvement Bond, and to assess approximately \$380,000 of the total project cost to the benefiting properties in accordance with the City's Special Assessment Policy. The balance of the project cost (\$864,000) will be paid as a City share.

Voting Requirements: Majority of Quorum


Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, Assistant City Engineer
Bob Zimmerman, Engineering Director
Ruth Sierra, Office Specialist

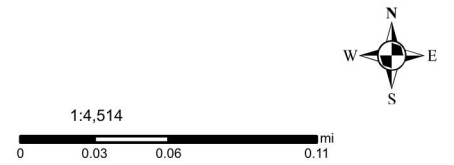
Attachments: Location Map



City of Moorhead GIS, Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community


This map is for reference purposes only. It is not a substitute for an accurate field survey. Moorhead, MN is not responsible for any inaccuracies herein contained. This map is in the public domain and may be copied without permission. Citation of the source is appreciated.

11th St S
Agenda Item
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RESOLUTION

Resolution to Receive Report, Order Plans & Specifications and Call for a Public Hearing for 11th St S Underground Utility & Street Improvements (Eng. No. 22-A2-02)

WHEREAS, pursuant to a resolution of the City Council dated December 12th, 2022, staff has prepared a preliminary engineering report to consider the making of the 11th St S Underground Utility & Street Improvements (Eng. No. 22-A2-02); and

WHEREAS, the preliminary engineering report finds that the proposed improvements are necessary, cost-effective and feasible, that they would best be completed as a stand-alone project, and includes information on the estimated cost of the improvement as recommended, and a description of the methodology used to calculate individual assessments for affected parcels; and

WHEREAS, it has been determined that the proposed infrastructure improvements benefit the abutting properties whose owners have not petitioned for the proposed improvements, therefore a Public Hearing must be held before ordering the improvements; and

WHEREAS, the Council hereby determines that the preparation of plans and specifications and the receipt of bids will provide helpful information in determining the desirability and feasibility of the improvement in advance of the required Public Hearing.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead as follows:

1. The Council hereby receives the Preliminary Engineering Report for 11th St S Underground Utility & Street Improvements (Eng. No. 22-A2-02). Such improvements are necessary, cost-effective, and feasible as detailed in the Preliminary Engineering Report, and would best be completed as a stand-alone project.
2. The City Engineer is hereby designated as the engineer for this improvement, and plans and specifications for the making of such improvements shall be made under the supervision of the City Engineer.
3. A public hearing shall be held on such proposed improvement on the 27th day of March, 2023, during the regularly scheduled Council Meeting in the auditorium of the Hjemkomst at 5:45 p.m., and the City Clerk shall give mailed and published notice of such hearing and improvement as required by law.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 11th St S Underground Utility & Street Improvements (Eng. No. 22-A2-02)

WHEREAS, pursuant to a resolution passed by the City Council on February 27th, 2023 City staff has prepared plans and specifications for 11th St S Underground Utility & Street Improvements (Eng. No. 22-A2-02) under the direction of the City Engineer and such plans are presented to the Council for approval.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead as follows:

1. Such plans and specifications, a copy of which is on file in the office of the City Engineer, are hereby approved.
2. The City Engineer shall prepare and cause to be published on the official websites an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published a minimum of 21 days before the scheduled bid opening. The advertisement shall specify the work to be done, shall state the time and place that the bids will be opened, and shall state that no bids will be considered unless sealed and filed with the City Engineer and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Moorhead for 5 percent of the amount of such bid.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

Resolution to Receive the Report, Order the Preparation of Plans & Specifications and Call for a Public Hearing for 2nd Ave N Area Underground Utility & Street Improvements (Eng. No. 23-A2-04A and 14-02-03F)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to receive the report, order the preparation of plans & specifications and Call for a public hearing for the above-referenced project.

BACKGROUND/KEY POINTS:

The project area originally proposed and directed for study included the streets of 2nd Ave N from 8th St N to 12th St N, 12th St N from 1st Ave N to 2nd Ave N, and 2nd Ave S from 10th St S to 11th St S (map attached). These streets are included in the City's 2023-2027 Capital Improvement Plan and were scheduled for construction of improvements in 2023. In addition to the proposed street improvements, the project includes the relocation of City sanitary sewer and water mains required in order to complete the proposed 11th Street Underpass (Eng. No. 14-02-03F). The full cost of the utility relocation will be reimbursed by the State of Minnesota because it is a result of the 11th St underpass construction. The City previously executed a Task Order with WSB to design the relocation of the City utilities. This helps to coordinate the two projects because WSB is also the design engineer working for MnDOT to design the 11th St Underpass project.

As design continues on the 11th Street Underpass project (where MnDOT is the lead agency), it is proposed to separate this proposed street improvement project into two projects. Second Ave N and 12th St N will be let as a City contract (Eng. No. 23-A2-04A) and constructed in 2023, while 2nd Ave S (Eng. No. 23-A2-04B) will be completed under the 11th St Underpass contract. The 2nd Ave S work will be completed by MnDOT under a separate contract and therefore was not included in this report. Watermain construction on 10th St N from 1st Ave N to 2nd Ave N was added to this project to maintain watermain capacity around the underpass project. A separate report for 2nd Ave S will be completed prior to construction currently projected to be completed in 2024.

Since special assessments will be used to finance a portion of the project cost, and the project has been initiated by Council action rather than by petition of the benefiting property owners, in accordance with Minnesota Statutes, Chapter 429, it is necessary to prepare an engineering report and hold a Public Hearing prior to ordering the improvements.

On December 12, 2022, the City Council ordered the preparation of the Engineer's Report, which has been completed by City staff under the direction of the City Engineer. The report evaluated the existing street conditions of 2nd Ave N, 12th St N and 10th St N, along with the impact of the 11th Street Underpass on existing sanitary sewer, watermain and storm utilities and options for permanently rerouting these utilities to facilitate the underpass project. The report makes



City Council Communication

February 27, 2023

recommendations for the following street and utility improvements that will be constructed in advance of the 11th Street Underpass Project:

- Install 15" Sanitary sewer on 2nd Ave N from 9th St N to 12th St N
- Install 15" sanitary sewer on 12th St N from 1st Ave N to 2nd Ave N
- Install 8" Watermain on 2nd Ave N from 9th St N to 10th St N
- Install 10" Watermain on 2nd Ave N from 10th St N to 12th St N
- Install 10" Watermain on 10th St N from 1st Ave N to 2nd Ave N
- Install storm sewer on 2nd Ave N from 8th St N to 12th St N
- Rehabilitation of 2nd Ave N from 8th St to 9th St
- Reconstruct 2nd Ave N from 9th St to 12th St
- Reconstruct 12th St N from 1st Ave N to 2nd Ave N
- Patch 10th St N only as needed to complete the watermain improvements

A street rehabilitation involves the full pavement depth being removed and replaced, typically including the gravel base, but preserves most of the existing curb and gutter. A reconstruct includes the full replacement of the pavement and curb & gutter.

There is a small section of sidewalk gap on the south side of 2nd Ave S between 9th St N and 10th St N that is proposed to be filled in accordance with the City Code.

Staff is preparing a virtual public informational presentation that will be available on or about March 13 on the City website for the proposed street improvements. The public informational presentation is intended to share project information with the property owners and to solicit property owner feedback prior to receiving bids. A letter will be mailed to the abutting property owners notifying them of the presentation, and how to contact staff to ask questions or submit comments regarding the proposed design, and requesting feedback by March 20, 2023 which will allow staff time to incorporate changes (if any) into the plans prior to bidding. Pedestrian ramps as needed to comply with current ADA standards will be installed. The report finds that the proposed reconstruction improvements are necessary, cost-effective and feasible. The report further finds that the project is of a sufficient size to achieve a desirable economy of scale and may be constructed as a stand-alone project.

A portion of the project cost will be financed using special assessments applied on an adjusted front foot basis at the standard rates included in the current City Fee Schedule (\$125.00 per foot for reconstruction projects and \$75.00 per foot for rehabilitation projects). The assessments would only apply to the streets that are being rehabilitated or reconstructed (2nd Ave N and 12th St N). In accordance with the City Special Assessment Policy, the City does not use special assessments for repair or replacement of existing sanitary sewer and water mains unless it is required to service a redevelopment. Tenth St N is in good condition, and will only need patching as a result of the water main improvements. Staff recommends that the Council receive the Engineer's report, and order the preparation of plans and specifications. Staff further recommends that the WSB prepare plans and specifications and that the City should receive bids for the proposed project prior to holding the Public Hearing in order to have the best information available



City Council Communication

February 27, 2023

regarding the actual project costs prior to ordering the improvements. Staff recommends scheduling the Public Hearing to be held on April 10, 2023.

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Report	December 12, 2022
Receive Engineer's Report, Order Plans & Specs, Call for Public Hearing	February 27, 2023
Approve Plans & Specs and Authorize Ad for Bids	March 13, 2023
Receive Bids	April 5, 2023
Hold Public Hearing, Order Improvements, Declare Intent to Assess & Award Bid	April 10, 2023
Anticipated Construction Schedule	May – Sept., 2023
Hold Assessment Hearing	Fall 2023

FINANCIAL CONSIDERATIONS:

The total project cost, including contingencies and fees, is preliminarily estimated at \$4,870,000. Approximately \$3,291,400 of this cost is for the relocation of City utilities in advance of the 11th St Underpass project, and will be reimbursed by the State. It is proposed to finance the City share of the project cost (\$1,359,600) through the PIR Fund using a General Obligation Improvement Bond, and to assess approximately \$219,000 of the total project cost to the benefiting properties in accordance with the City's Special Assessment Policy.

Voting Requirements: Majority of Quorum

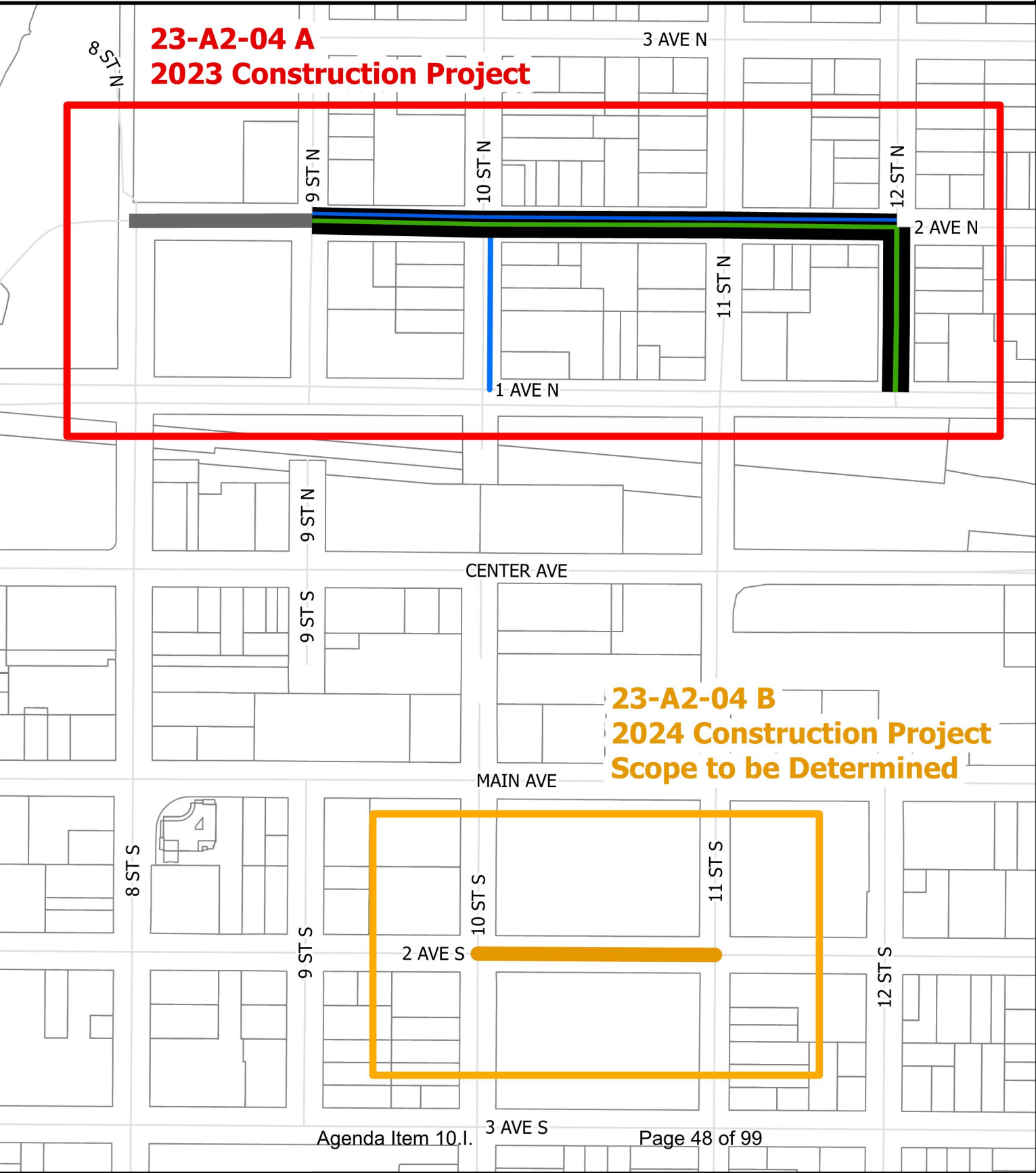
Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, Assistant City Engineer
Bob Zimmerman, Engineering Director
Ruth Sierra, Office Specialist

Attachments: Location Map

Project 23-A2-04, Phases A and B
Road and Underground Utility Improvements

- Road Reconstruction, Water and San Sewer
- Road Reconstruction and San Sewer
- Road Rehab
- Water Main Replacement
- Scope of work to be Determined



RESOLUTION

Resolution to Receive the Report, Order the preparation of Plans & Specifications and Call for a Public Hearing for 2nd Ave N Area Underground Utility & Street Improvements (Eng. No. 23-A2-04A and 14-02-03F)

WHEREAS, pursuant to a resolution of the City Council dated December 12, 2022, staff has prepared a preliminary engineering report to consider the making of the 2nd Ave N Area Underground Utility & Street Improvements (Eng. No. 23-A2-04A and 14-02-03F); and

WHEREAS, the preliminary engineering report finds that the proposed improvements are necessary, cost-effective and feasible, that they would best be completed as a stand-alone project, and includes information on the estimated cost of the improvement as recommended, and a description of the methodology used to calculate individual assessments for affected parcels; and

WHEREAS, it has been determined that the proposed infrastructure improvements benefit the abutting properties whose owners have not petitioned for the proposed improvements, therefore a Public Hearing must be held before ordering the improvements; and

WHEREAS, the Council hereby determines that the preparation of plans and specifications and the receipt of bids will provide helpful information in determining the desirability and feasibility of the improvement in advance of the required Public Hearing.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead as follows:

1. The Council hereby receives the Preliminary Engineering Report for 2nd Ave N Area Underground Utility & Street Improvements (Eng. No. 23-A2-04A and 14-02-03F). Such improvements are necessary, cost-effective, and feasible as detailed in the Preliminary Engineering Report, and would best be completed as a stand-alone project.
2. The City Engineer is hereby designated as the engineer for this improvement, and plans and specifications for the making of such improvements shall be made under the supervision of the City Engineer.
3. A public hearing shall be held on such proposed improvement on the 10th day of April, 2023, during the regularly scheduled Council Meeting in the auditorium of the Hjemkomst at 5:45 p.m., and the City Clerk shall give mailed and published notice of such hearing and improvement as required by law.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

Resolution to Authorize Advertisement for Architectural/Engineering Services for the Moorhead Community Center/Public Library

RECOMMENDATION:

The Mayor and City Council are asked to consider a Resolution to Authorize Advertisement for Architectural/Engineering Services for the Moorhead Community Center/Public Library

BACKGROUND/KEY POINTS:

On November 8, 2022, Moorhead voters approved a 0.5% local option sales tax that will be used to fund a new Community Center/Public Library. A citizens task force appointed by Mayor Carlson developed some broad parameters for the project, including:

- A Community Center where people can gather and connect
- A Public Library to meet current/future information needs
- A place where ideas and dreams can take shape
- A central, downtown location

www.cityofmoorhead.com/about-the-city/regional-library-community-center#ad-image-6

A Community Center/Public Library Design Review Team was established to guide the design process. The Design Review Team includes:

- Anthony Manzella, Moorhead Facility and Fleet Manager
- Derrick LaPoint, Executive Director of Downtown Moorhead Inc.
- Holly Heitkamp, Moorhead Parks and Recreation Director
- James Hand, Moorhead Parks Advisory Board Chair
- Jenica Flanagan, City Finance Director
- John Shockley, City Attorney's Office
- Laura Caroon, City Council
- Lisa Bode, Moorhead Governmental Affairs Director
- Lisa Borgen, Moorhead Business Team Member
- Liz Lynch, Lake Agassiz Regional Library Executive Director
- Megan Krueger, Moorhead Library Director
- Shelly Carlson, Mayor

Design Review Team Liaisons:

- Brittany Cameron, Assistant City Planner
- Kristie Leshovsky, Community Development Director



City Council Communication

February 27, 2023

The Design Review Team has prepared the attached Request for Qualifications (RFQ) and Request for Proposals (RFP) for City Council consideration. The RFQ/P process includes:

RFQ:

Overview of project; focus on understanding design firm background and experience with similar projects

Following review of the RFQ submittals, selected members of the Design Review Team will review and score the submittals. Top firms will be invited to submit a Request for Proposals.

RFP:

Overview of experience with public engagement; understanding of project; preliminary sketch of a development concept; availability for anticipated design timeline

Following review of the RFP submittals, selected members of the Design Review Team will interview firms before making a final decision

The interview team would recommend one firm to the City Council for design services.

In conjunction with the architecture/engineering firm RFQ/P process, the Design Review Team is also working on a process to hire a Construction Manager at Risk (CMAR; or a Construction Management firm that provides pre-construction and construction services for the project). It is anticipated that this process would be brought to City Council for consideration in May or June and a contractor would then be hired to work in partnership with the design team and design firm.

DRAFT Timeline – Subject to Change:

- March 1, 2023: Advertise Architecture/Engineering Design Services RFQ
- March 16: deadline for Architecture/Engineering Design Services RFQ submittals
- March 21: issue Architecture/Engineering Design Services RFP to selected firms
- April 20: deadline for Architecture/Engineering Design Services RFP submittals
- April 26: interviews with Architecture/Engineering Design firm
- May 8: recommendation to City Council of Architecture/Engineering Design Firm
- May-December: Design

- May-June: City Council consideration for RFP process for Construction Manager at Risk
- August: deadline for CMAR submittals and interviews
- September: recommendation to City Council for CMAR Firm

- Summer 2024: Construction start



City Council Communication

February 27, 2023

FINANCIAL CONSIDERATIONS:

Costs associated with the design services will be paid through the sales tax/associated bond

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Kristie Leshovsky, Community Development Director

Attachments: Draft Request for Qualifications and Proposals
Draft Resolution



Request for Qualifications

Architectural/Engineering Design Services
Moorhead Community Center/Public Library
Moorhead, MN

Due by March 16, 2023 at 2:00 PM Central Time

**City of Moorhead, MN
ATTN: Community Center/Library
500 Center Avenue
Moorhead, MN 56561-0779**

Email: LibraryCC@moorheadmn.gov



1. SUMMARY INFORMATION

The City of Moorhead, Minnesota (the “City”) is requesting qualifications from a variety of firms to provide architectural and engineering services to the City, as requested herein.

On November 8, 2022, Moorhead voters approved a 0.5% local option sales tax for a new Lake Agassiz Regional Library and Community Center in the City (the “Community Center/Public Library”). The Community Center/Public Library will be located in downtown Moorhead – anticipated within the master planned redevelopment site around Moorhead City Hall (pictured below).

The Mayor appointed a citizens task force to develop parameters for the project. The task force has envisioned a community center where people can gather and connect and a regional library that meets current and future information needs. The anticipated budget for the project is \$31.59 million, including design fees, soft costs, and contingencies. The project area identified in the More to Moorhead Master Plan is approximately 20,500 square feet. For more information on the Library and Community Center, please visit, www.cityofmoorhead.com/about-the-city/regional-library-community-center



www.moretomoorhead.com – rendering by JLG architects

2. SCOPE OF WORK

The City is issuing this Request for Qualifications (“RFQ”) as the first step in identifying a firm to complete the architectural and engineering services for the design, planning, and construction cost estimating for the Community Center/Public Library. The purpose of this RFQ is to identify quality A/E firms and select the firm(s) that are deemed the best fit for this project that will be invited to submit a Request for Proposals for A/E services for the Community Center/Public Library Project (“Scope of Work”).



3. SUBMITTAL REQUIREMENTS

Submittals shall include the following (17 page maximum – this excludes a front/back cover):

✓ **Section 1: Cover Letter (2 pages maximum)**

- Business name and address
- Contact name, address, phone and email
- Brief statement outlining the key reasons why the applicant should be considered a finalist to move to the Request for Proposals stage

✓ **Section 2: Design Firm Background (6 page maximum)**

Scoring: 30/100

- Background and expertise of firm and each person in firm that is assigned to the project, including:
 - Brief history of firm
 - How long firm has been in business
 - Number of employees and breakdown of positions within the firm
 - Types of services provided
 - Any technical partners within the firm (engineers, planners, etc.)
 - Identify Project Manager and their background, including work on similar projects
 - Identify project staff credentials (AIA, P.E., etc.)
 - Firm's experience with libraries, community centers and institutional development projects and the firm's percentage of work on projects as compared to all design work on the project (for example, if the firm was a subconsultant and performed 10% of the total design work for the project). Include a summary list of all projects completed by your firm within the last 10 years, \$15 million or more in value, within a 500-mile radius to Moorhead, MN. The list shall be limited to project name, location, and value.
- Any connection to Fargo-Moorhead region

✓ **Section 3: Three Examples of Past Similar Projects (9 page maximum)** **Scoring: 70/100**

- Name of project
- Date completed
- Total construction cost
- Square footage of building/project
- Project owner's name, address and phone number
- Design firm members involved in the project

Within the three examples provided, please include any available information pertaining to the following:

- Energy Efficient construction in cold climates and green practices
- Heating/cooling systems and optimal operations in buildings with both large and small spaces
- Shared spaces and space efficiencies
- Green infrastructure



- Library design for the 21st Century
- Natural lighting and easy-to-use lighting systems
- Other elements that provided building efficiencies, resiliency and long-term sustainability

SUBMITTAL REQUIREMENTS OVERVIEW:

- ✓ Cover Letter (2 pages maximum)
- ✓ Design Firm Background (6 page maximum) Scoring: 30/100
- ✓ Three Examples of Past Similar Projects (9 page maximum) Scoring 70/100

4. SELECTION PROCESS

**Responses must be received no later than
2:00 PM Central Time on March 16, 2023.**

Submit 13 Copies and a PFD Copy to:

City of Moorhead
ATTN: Community Center/Library
500 Center Avenue
Moorhead, MN 56561-0779
Email: LibraryCC@moorheadmn.gov

Qualifications will be reviewed by a Community Center/Public Library design team. Upon review of the qualifications, City staff may consult with an applicant regarding submissions received by the City. The City may request additional information or request that the applicant provide additional documentation. The City, at its sole discretion, may reject any or all submissions. The City may make its selection by March 21, 2023, or at a later date, as the City so desires.

5. EVALUATION CRITERIA

The City's selection is based on professional qualifications, documented experience, and the expertise of personnel to be assigned to this project. Consideration will be included, but not be limited to, the following factors:

- a. Abilities, qualifications, and credentials of personnel assigned to the project;
- b. Experience in providing similar services for similar projects;
- c. Overall responsiveness to this RFQ.



6. QUESTIONS

Questions regarding this RFQ shall be submitted in writing, by email, to LCC@moorheadmn.gov. Questions must NOT contain confidential or proprietary information. Questions may be submitted through March 9, 2023. Answers to questions received will be posted online at www.cityofmoorhead.com/about-the-city/regional-library-community-center. The City does not guarantee that questions received after March 9, 2023 will be answered.

7. CONFIDENTIALITY

All information included in this RFQ is subject to disclosure according to the Minnesota Government Data Practices Act.

8. INCURRED EXPENSES

There is no express or implied obligation for the City to reimburse applicants for any costs or expenses incurred in preparing qualifications in response to this RFQ. The City will not reimburse applicants for such costs or expenses, nor will the City pay any subsequent costs associated with the provision of any additional information or documentation requested by the City, or for the applicants' costs to develop or procure a contract for services. The City is not responsible for any cost(s) incurred by an applicant in preparing and/or submitting qualifications.

9. DISCLAIMERS

THIS IS A REQUEST FOR QUALIFICATIONS ONLY. It is intended to identify potential independent applicants capable of providing architectural and engineering services for the City. The information in this RFQ is subject to change and is not binding on the City. The City has not made a commitment to procure any of the items discussed, and release of this RFQ is not to be construed as such a commitment or as authorization to incur cost for which reimbursement would be required or sought. All submissions become the City's property and will not be returned. The City maintains the right to reject any and all submissions.

10. HELPFUL REFERENCES:

- 2020 Downtown Master Plan: www.dtmoorhead.org/
- 2022 Onward Moorhead! Comprehensive Plan: www.cityofmoorhead.com/onwardmoorhead
- Community Center/Public Library Overview Website: www.cityofmoorhead.com/about-the-city/regional-library-community-center#ad-image-5
- Moorhead Public Library: <https://larl.org/locations/moorhead/>
- <https://www.cbsnews.com/news/welcome-to-the-library-of-the-21st-century/>



Request for Proposals

Architectural/Engineering Design Services
Moorhead Community Center/Public Library
Moorhead, MN

Due by April 20, 2023 by 2:00 PM Central Time

**City of Moorhead, MN
ATTN: Library Community Center
500 Center Avenue
Moorhead, MN 56561-0779**

Email: LibraryCC@moorheadmn.gov



1. SUMMARY INFORMATION

The City of Moorhead, Minnesota (the “City”) is requesting proposals from a variety of firms to provide architectural and engineering services to the City, as requested herein.

Thank you for your continued interest in the Lake Agassiz Regional Library and Community Center in the City (the “Community Center/Public Library”). Contained herein, please find the final Request for Proposals (“RFP”) for architectural/engineering design services. A few items we wish to call your attention to within this final RFP:

1. The timeline for submission is April 20, 2023 at 2:00 PM Central Time.
2. The City will enter into an Agreement with the selected firm. If the City and firm are unable to negotiate terms, the City retains the right to initiate negotiations with other ranked firms. Specifically, the City will require the Final Architectural/Engineering design firm to enter into an Agreement within ninety (90) days of selection, unless it is the opinion of the City that sufficient progress is being made towards completion of said Agreement and an extension is warranted.
3. Submittals must have the proposed Fee Schedule in a separate, sealed envelope

Redevelopment and revitalization of this key downtown area is one of the most anticipated projects in our community’s history. We look forward to innovative, sustainable, and visionary proposals to set the tone of development in the heart of Moorhead.

Regional Library Inspiration

- ✓ St. Cloud Public Library/Great River Regional Library – natural light, co-housed with regional headquarters (GRRL)
- ✓ Maple Grove/Hennepin County Library – seasonal reading porch, versatile green space
- ✓ R. H. Stafford Library, Woodbury/Washington County Library – mixed-use community center model, co-housed offices
- ✓ Fergus Falls Public Library – site visibility within the library, natural light
- ✓ Elk River Public Library – reading spaces



2. SUBMITTAL REQUIREMENTS

- ✓ **Section 1: Cover Letter (1 page maximum)**
 - This letter must include the name/s of the principals/officers within the firm who are authorized to negotiate and execute contracts on behalf of the company.

- ✓ **Section 2: Public and Stakeholder Input (10 page maximum) Scoring: 25/100**
 - After reviewing Attachment A (Public Input Received to Date), describe public input strategies your firm has been involved with for past projects to garner support of specific building components and how you'd work with both the City and Library to finalize public input and determine final design components within the Community Center/Public Library.
 - Describe steps you believe would garner needed feedback from various building stakeholders for the project, such as Library and City staff, maintenance and building staff, City Council and others.

- ✓ **Section 3: Development Concept (20 page maximum) Scoring: 50/100**
 - With an anticipated multi-story building with a footprint of 20,500 square feet, outline of the following:
 - Understanding of the project and any significant issues, constraints or concerns that you perceive with the project
 - Description of proposed construction materials/types and design methodology that would result in a resilient and sustainable building within budget
 - Understanding of design principals that consider required building staffing and maintenance and how to develop spaces that create efficiencies in both
 - Description of anticipated space usage/needs within the building, such as:
 - Public Library
 - Community Center
 - Office space and community rooms
 - Center for Entrepreneurship (additional \$1 million appropriation)
 - Parking needs
 - Utility/storage spaces
 - Preliminary sketches of building and/or spaces to demonstrate understanding of the project and budget and provide a 'feel' for style and design



✓ **Section 4: Timeline (5 page maximum)**

Scoring: 25/100

- Detailed timeline for architectural/engineering design and preparation of plans and specifications – this should include a line item description of services and their relative timeline(s)
- Availability of staff for the project – please provide general information on the teams current commitments vs availability for this project

Selection Timeline:	<i>Timeline is subject to change</i>
April 20, 2023	Deadline for RFP submission
April 26, 2023	Interview selected candidates
May 8, 2023	A/E Recommendation to City Council
May 8 – May 22, 2023	Contract Negotiation
May 22, 2023	A/E Design Kick Off
May 22- December 15, 2023	Design Timeline
June 1, 2024	Construction Start

✓ **Section 5: Fee Schedule (5 page maximum)**

- In a separate, sealed envelope, submit a detailed budget for the anticipated full scope of architectural/engineering services

✓ **Section 6: Draft Agreement Example and Copy of Insurance (no page maximum)**

- Please provide a copy of a draft contract/service agreement proposed to be used and a copy of the firms professional malpractice insurance certificate(s)

SUBMITTAL REQUIREMENTS OVERVIEW:

- ✓ Cover Letter (1 page maximum)
- ✓ Public and Stakeholder Input (10 page maximum) Scoring: 25/100
- ✓ Development Concept (20 page maximum) Scoring: 50/100
- ✓ Timeline (5 page maximum) Scoring: 25/100
- ✓ Fee Schedule (5 page maximum)
- ✓ Agreement and Insurance (no page maximum)



3. SELECTION PROCESS

**Responses must be received no later than
2:00 PM Central Time on April 20, 2023.**

Submit 13 Copies and a PFD Copy to:

City of Moorhead
ATTN: Library Community Center
500 Center Avenue
Moorhead, MN 56561-0779
Email: LibraryCC@moorheadmn.gov

Proposals will be reviewed by a Community Center/Public Library design team. Upon review of the proposals, City staff may consult with an applicant regarding submissions received by the City. The City may request additional information or request that the applicant provide additional documentation. The City, at its sole discretion, may reject any or all submissions. The City may make its selection by May 8, 2023, or at a later date, as the City so desires.

4. EVALUATION CRITERIA

The City's selection is based on professional qualifications, documented public input experience, and the design concept and understanding of this project. Consideration will be included, but not be limited to, the following factors:

- a. Public input and collaboration experience;
- b. Development concept;
- c. Ability to provide architectural/engineering services within a reasonable timeframe; and
- d. Overall responsiveness to this RFP.

Please note that the order of these criteria is not an indication of priority or evaluation points assigned to each criteria.

5. QUESTIONS

Questions regarding this RFQ shall be submitted in writing, by email, to LCC@moorheadmn.gov. Questions must NOT contain confidential or proprietary information. All questions may be submitted through April 10, 2023. Answers to questions received will be posted online at www.cityofmoorhead.com/about-the-city/regional-library-community-center. The City does not guarantee that questions received after April 10, 2023, will be answered.



6. CONFIDENTIALITY

All information included in this RFP is subject to disclosure according to the Minnesota Government Data Practices Act.

7. INCURRED EXPENSES

There is no express or implied obligation for the City to reimburse applicants for any costs or expenses incurred in preparing proposals in response to this RFP. The City will not reimburse applicants for such costs or expenses, nor will the City pay any subsequent costs associated with the provision of any additional information or documentation requested by the City, or for the applicants' costs to develop or procure a contract for services. The City is not responsible for any cost(s) incurred by an applicant in preparing and/or submitting proposals.

8. DISCLAIMERS

THIS IS A REQUEST FOR PROPOSALS ONLY. It is intended to identify potential independent applicants capable of providing architectural and engineering services for the City. The information in this RFP is subject to change and is not binding on the City. The City has not made a commitment to procure any of the items discussed, and release of this RFP is not to be construed as such a commitment or as authorization to incur cost for which reimbursement would be required or sought. All submissions become the City's property and will not be returned. The City maintains the right to reject any and all submissions.

10. HELPFUL REFERENCES:

- 2020 Downtown Master Plan: www.dtmoorhead.org/
- 2022 Onward Moorhead! Comprehensive Plan: www.cityofmoorhead.com/onwardmoorhead
- Community Center/Public Library Overview Website: www.cityofmoorhead.com/about-the-city/regional-library-community-center#ad-image-5
- Moorhead Public Library: <https://larl.org/locations/moorhead/>
- <https://www.cbsnews.com/news/welcome-to-the-library-of-the-21st-century/>

11. ATTACHMENTS

A: Public Input received to date

B: Building Code References

Public Engagement Summary

Regional Library and Community Center



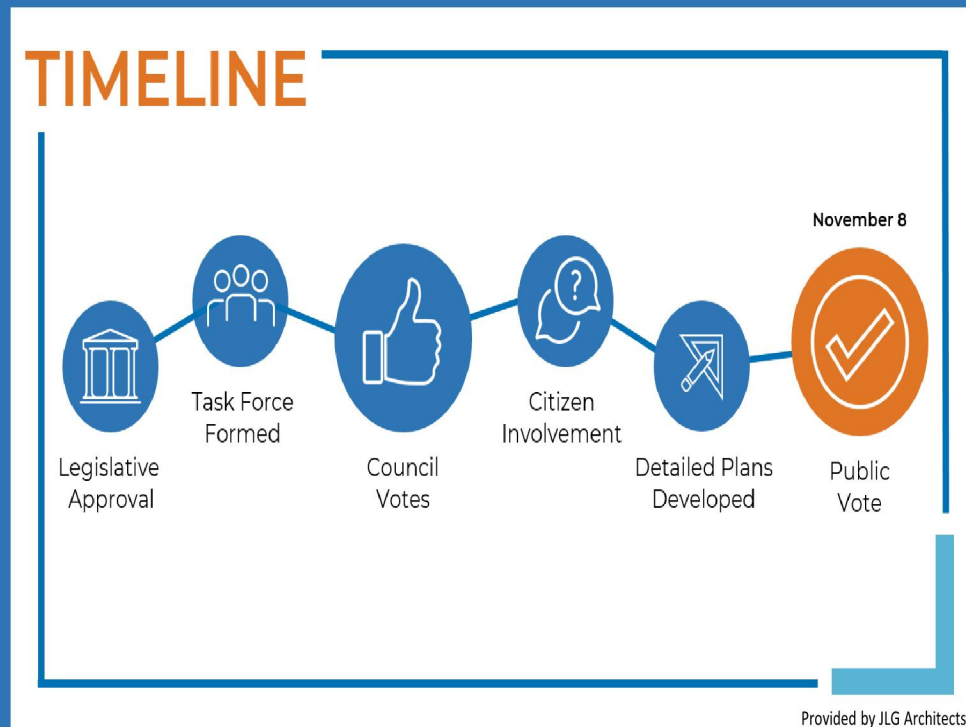
On January 24, 2022, The Moorhead City Council approved Resolution 2022-0124-1 Authorizing a 2022 Ballot Question for the Voters of Moorhead to Consider a Local Sales Tax To fund a Regional Library and Community Center.



The YES 56560 committee conducted the following outreach events:

- 08.22 Presentation at Moorhead City Council
- 08.23 Presentation at Clay County Board
- 08.24 Table at Trinity Concert Series
- 08.25 Table at Moorhead Library Concert Series
- 09.01 Table at Cruise Night
- 09.01 Presentation at Joint Powers Commission
- 09.06 Table at Farmers Market
- 09.07 Presentation at MBA
- 09.08 Presentation at Kiwanis Noon Group
- 09.08 Table at All Inclusive Family Day
- 09.09 Parade at Greater Moorhead Days
- 09.10 Table at FM Kicks Band
- 09.10 Presentation at Clay County DFL
- 09.12 Table at Midco Kids Fest
- 09.12 Presentation at Moorhead EDA
- 09.13 Table at Farmers Market
- 09.13 Presentation at Retired Teacher's Group

Agenda Item 11.A.



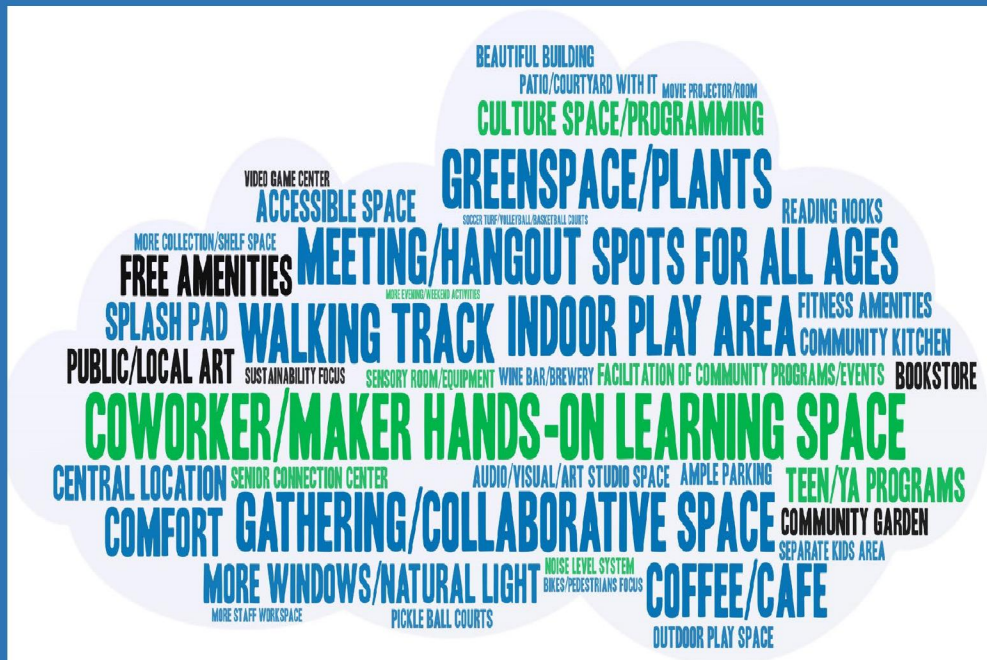


PHOTO CREDIT: JLG Architects

SOURCE: City of Moorhead : Community Center/Regional Library

Agenda Item 11.A.

Page 65 of 99

- 09.14 Presentation at Retired Physician's Group
- 09.14 Presentation at Friends of the Library Group
- 09.15 Presentation at Seniors Breakfast Club
- 09.15 Presentation at Lion's Club
- 09.15 Table at Stonemill Carnival
- 09.16 Presentation at Sons of Norway
- 09.17 Table at Bridge Bash
- 09.20 Presentation at Rotary
- 09.20 Table at Hockey Registration
- 09.21 Presentation at Kiwanis Morning Group
- 09.21 Table at Concordia for Citizen Engagement Day
- 09.27 Table at Farmer's Market
- 09.27 Presentation at Mhd Public Schools Business & Finance Meeting
- 09.30 Parade at Moorhead Homecoming
- 10.01 Table at Oktoberfest
- 10.08 Parade at Concordia Homecoming
- 10.11 Presentation SGR PTAC
- 10.11 Presentation at Ellen Hopkins PTAC
- 10.11 Presentation at Robert Asp PTAC
- 10.11 Presentation at Probstfield
- 10.12 Table at Dodds Walk-A-Thon
- 10.13 Presentation at Dorothy Dodds PTAC
- 10.17 Table at SGR Book Fair
- 10.18 Table at SGR Book Fair
- 10.19 Table at SGR Book Fair
- 10.28 Table at Hopkins Family Fun Night
- 11.04 Table at Robert Asp Carnival
- 11.07 Table at Junkyard

Public Engagement Summary

- Highest number of comments
- Moderate number of comments
- Least number of comments

Building Space Comments

- Window/Natural Light
- Larger Space for Events
- ADA Accessible/Fire Code Safe/But Go Beyond/Think about disabled kids and seniors with difficulty 1st
- Lots of Space/Better Spacing
- Sustainability Focus: Green Buildings, Red River Info Area
- Lots of free amenities and resources
- More Collections/Shelf Space
- Staff Workspace
- Strong Noise Level System
- Plenty of outlets and charging stations

Building Vibe Comments

- Lots of Green Space/Plants In and Outside
- Public Art/Local Artists Collaborating
- Comfort (Seating, Overall aesthetic, etc)
- Beautiful Building
- Ample Parking



PHOTO CREDIT: Stantec
SOURCE: 2022 Onward Moorhead! Comprehensive Plan

Public Engagement Summary

Designated Area Comments

- Indoor Play
- Walking Track/Walking Path
- Fun Meeting/Hangout Spots
- Community Events (Encouragement & Facilitation)
- Cultural Space and Programs
- Community Garden/Arboretum
- Marker Space
- Outdoor Patio/Courtyard with IT setup accessible
- Lecture/Speaker Hall (30-50 people)
- Drive Thru Window with Eaves
- Community Kitchens
- Splash Pad
- Sensory Room/Equipment for Kids with disabilities
- Business/Entrepreneur Center
- Tech Center
- Separate Kids Area
- Senior Connection Center
- Studio Rented Space (podcasts, music, videos)
- Fitness Room (yoga, meditation)
- Coworking Computer Area
- Outdoor Movie Projector/Indoor Movie Room
- Volleyball and basketball courts
- Study Rooms
- Video Game Center
- Natural Play Space
- Soccer Turf
- Outdoor Playground
- Public Showers/Rest Area
- City Council Meeting Location (get them out of the Hjemkomst)

Specific Use Comments

- Coffee Bar/Shop with outdoor seating/Café
- Hands on science/learning opportunities for kids
- Teen/YA program/area with Activities setup and planned
- Reading Nooks Everywhere
- Music Appreciation Room (Musical Stairs)
- Pickle Ball
- Space for Nonprofits to rent out free of charge to help them gather
- More Evening/Weekend hours and activities
- Rent a Toy
- Writing Center for All Ages (write a book, an essay, etc)
- Wine Bar/Brewery
- Low Income/needy community based services area for those who may need help connecting to resources
- Bookstore

Library Public Engagement Summary

Provided by the Moorhead Public Library - Facility Assessment Report 2021 and associated recommendations

A Courtyard, reading porch, or other exterior spaces that can be tapped for both scheduled events and informal gatherings

A large children's section positioned so as to be semi-separate from the rest of the library, and outfitted with an array of early learning activities beyond books

A refreshments area, which could take the form of a staffed, full-service café or a space for vending machines or grab-and-go / self-service kiosks

Library of the Future

Advocate for a floorplan that includes all of the following:

Two or three large meeting rooms appointed with versatile AV equipment, ceiling-mounted partitions to allow for alternate space configurations

A dedicated and clearly delineated teen's space, equipped with teen-only work terminals; a wall-mounted television; and several gaming consoles

Comments

Library of the Future

...not strictly bricks-and-mortar consideration, interviewees would love for the Library to be a place to showcase the literature customs and even cuisines of the rich cultures now living in Clay County.

On-site tech should see a significant investment. “Big ticket” items worth considering include a maker space suite, music studio, and group gaming zone (for teens).

...more and better meeting rooms – of varying sizes, and perhaps modular in design.

...go-to place for classes in the following: technology (especially “the basics”), workforce development (ex., resume writing, job searching), and crafts.

...designed with utilitarian green spaces. Ideas range from modest amenities like reading benches and garden beds to more ambitious builds like a butterfly garden and amphitheater (or other programming space).

Additional Desired Amenities for Library of the Future

Provided by the Moorhead Public Library - Facility Assessment Report 2021 and associated recommendations

Stacks should be **well lit and browsable**. By browsable, participants meant ranges marked by **ample signage and aisles a few inches wider than the ADA-mandated minimum**.

Either the Library – or the larger community complex in which it is an anchor – should have a **café or self-service refreshments area**. If sited at the Moorhead Center Mall, this could be used by mall shoppers and city hall visitors, as well as community center patrons.

Parents desire a **semi-separate children’s area** with a configuration conducive to **keeping their young ones contained as well as entertained**...designers should pay mind to decorations and furnishings, in the interest of **making this a “designation location”** for families.

Bathrooms should all include **baby changing stations**. In addition to public restrooms, there should also be **at least one (preferably more) private family/unisex stalls**.

Meeting Rooms should be:

- Available outside of regular library hours (latchkey procedures to support this kind of use).
- Have movable/modular elements, such as tables on casters, to allow for a greater array of events.

With sufficient square footage and a different layout, Friends of the Library could have a **permanent book sale presence on premises**.

Any new library should have outdoor amenities, including at a minimum **green spaces, seasonal landscaping, and weather proof tables** for use in good weather.

Teens should have a tech-rich and comfortable space to call their own. Area teens should be **empowered to help shape this area**, through a volunteer committee or some other means.



ATTACHMENT B:

The building must be compliant with:

- 2020 Minnesota Building Code
- 2020 Minnesota Energy Code
- 2020 Minnesota Mechanical and Fuel Gas Code
- 2020 Minnesota Plumbing Code
- 2020 Minnesota Fire Code
- Minnesota Electrical Code

For details please visit www.dli.mn.gov/business/codes-and-laws/2020-minnesota-state-building-codes.

RESOLUTION

Resolution to Authorize Advertisement for Architectural/Engineering Services for the Moorhead Community Center/Public Library

WHEREAS, Moorhead voters approved a 0.5% local option sales tax for a new Community Center/Public Library on November 8, 2022 and the City Council subsequently adopted and the Minnesota Department of Revenue approved such tax to begin April 1, 2023; and

WHEREAS, the City of Moorhead desires to hire a design firm for architectural and engineering services to prepare design, planning and construction cost estimating for the Community Center/Public Library; and

WHEREAS, a Request for Qualifications and Request for Proposals will provide a transparent process resulting in the selection of a highly qualified design team for the new Community Center/Public Library.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the City Manager is hereby authorized and directed to advertise a Request for Qualifications and Request for Proposals for Architectural/Engineering Design Services for the Moorhead Community Center/Public Library.

FURTHERMORE, BE IT RESOLVED by the City Council of the City of Moorhead that the City Manager and Moorhead Community Center/Public Library Design Review Team are authorized and directed to review, interview and further process submittals to the Request for Qualifications and Request for Proposals for Architectural/Engineering Design Services to recommend to the City Council one firm for Design Services for the Moorhead Community Center/Public Library.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

Resolution to Approve Authorization of Bids - Moorhead Municipal Airport Florence Klingensmith Field 2023 Projects

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to authorize bids for the Taxiway and Equipment Building Project at the Moorhead Municipal Airport – Florence Klingensmith Field.

BACKGROUND/KEY POINTS:

New Taxiway Project: the new 35' taxiway will be extended 360' to provide spots for large hangars that have a commercial component. Two parties have written letters in support/interest in building on the new taxiway.

Replacement of Electrical Vault Building and Equipment: The electrical vault building was constructed in 1996, is in poor condition and needs replacement. The vault equipment is aging, some components are failing.

A third project – moving and replacing the Automated Weather Observing System (AWOS) – will be brought before City Council at a future date once the scope of the project and estimated costs are finalized.

The Moorhead Airport Committee unanimously recommended the projects at their August 10, 2022 meeting.

FINANCIAL CONSIDERATIONS:

The 2023 Airport Projects were reviewed and included in the 2023 Capital Improvement Plan. They qualify for U.S. FAA and MnDOT grant funds. The estimated project costs include:

New Taxiway Project:

Estimated Total Cost (design, construction, administration):	\$337,777
FAA Estimated Grant Share:	\$304,000
MnDOT Estimated Grant Share:	\$16,888
City Estimated Local Match:	\$16,889

Replacement of Electrical Vault Building and Equipment:

Estimated Total Cost (design, construction, administration):	\$275,000
FAA Estimated Grant Share:	\$247,500
MnDOT Estimated Grant Share:	\$13,750
City Estimated Local Match:	\$13,750



City Council Communication

February 27, 2023

Once the bids are received, the lowest responsive bidder and related construction contract will be presented to the City Council for consideration.

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Kristie Leshovsky, Community Development Director

Attachments: Draft Resolution



RESOLUTION

Resolution to Approve Authorization of Bids - Moorhead Municipal Airport Florence Klingensmith Field 2023 Projects

WHEREAS, plans and specifications will be developed for the Taxiway Project and the Electrical Vault and Equipment Projects at the Moorhead Municipal Airport – Florence Klingensmith Field by Mead and Hunt in coordination with the City of Moorhead Engineering and Community Development Departments.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead as follows:

1. Such plans and specifications for the Taxiway Project and the Electrical Vault and Equipment Projects at the Moorhead Municipal Airport – Florence Klingensmith Field will be filed with the Office of the City Clerk of the City of Moorhead.
2. The City Engineer or designee shall prepare and cause to be published on the official website an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published a minimum of 21 days before scheduled bid opening. The advertisement shall specify the work to be done, shall state the time and place that the bids will be opened, and shall state that no bids will be considered unless sealed and filed with the City Engineer or designee and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Moorhead for the required percent of the amount of such bid.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

Resolution to Approve Agreements with Mead and Hunt - Moorhead Municipal Airport 2023 Projects

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve task orders for design services for multiple airport projects

BACKGROUND/KEY POINTS:

Mead and Hunt will design and bid a new taxiway project and replacement of the electrical vault building and equipment. This includes applicable U.S. FAA project administration, applications, environmental/cultural documentation field work and reports, civil design, engineering design services and bid administration.

A third project – moving and replacing the Automated Weather Observing System (AWOS) – will be brought before City Council at a future date once the scope of the project and estimated costs are finalized.

FINANCIAL CONSIDERATIONS:

The 2023 Airport Projects were reviewed and included in the 2023 Capital Improvement Plan. They qualify for U.S. FAA and MnDOT grant funds. The total estimated project costs are outlined within the City Council Communication for the Authorization of Bids. Included within those total costs are the Mead and Hunt design and bid costs which include:

New Taxiway Project: \$28,300 (anticipated 90% FAA; 5% MnDOT; 5% City)

Electrical vault building and equipment: \$55,000 (anticipated 90% FAA; 5% MnDOT; 5% City)

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Kristie Leshovsky, Community Development Director

Attachments: Draft Resolution

RESOLUTION

Resolution to Approve Agreements with Mead and Hunt - Moorhead Municipal Airport 2023 Projects

WHEREAS, Mead and Hunt have prepared a proposal to provide Design and Bidding Services for the Taxiway and Electrical Vault and Equipment Projects at the Moorhead Municipal Airport – Florence Klingensmith Field; and

WHEREAS, the costs for the services is \$83,300 and will be financed through U.S. FAA and MnDOT Grant Agreements and funds within the Airport Capital Improvement Plan budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are authorized and directed to execute Agreements for the Design and Bidding Services for the Taxiway and Electrical Vault and Equipment Projects at the Moorhead Municipal Airport – Florence Klingensmith Field with Mead and Hunt and related Amendments not to exceed ten percent of the original cost of service and within the available budget.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

Resolution to Award Bid for Construction at Moorhead DOE Tap Substation

RECOMMENDATION:

The Moorhead Public Service Commission respectfully requests the Mayor and City Council award the bid for construction at Moorhead Public Service's Moorhead DOE Tap Substation to Michel's Power, Inc., in the amount of \$12,768,331.91, contingent upon final legal approval.

BACKGROUND/KEY POINTS:

In November 2020, Southwest Power Pool (SPP) issued a Notice to Construct (NTC) letter to Missouri River Energy Services. SPP has since issued a new NTC that requires Moorhead Public Service (MPS) to reconfigure the Moorhead DOE Tap Substation (Moorhead Substation).

In June 2019, MPS entered into a Task Order Agreement for Professional Services with DGR Engineering (DGR). Task Order No. 8, which was approved by the Commission in November 2021, is for engineering services for the Moorhead Substation Reactor Project and Substation Upgrades.

DGR prepared specifications for construction at the Moorhead Substation that included demolition, sitework, foundations, and installation of major equipment and buswork. On February 7, 2023, MPS received two bids; however, only one qualified. The qualified bid was from Michel's Power, Inc., in the amount of \$12,768,331.91. Attached are DGR's recommendation letter and Bid Summary. The construction is expected to be completed on or before December 23, 2024.

The bid price is 40 percent higher than the engineer's estimated cost of \$9,142,780 due to an increase in material and labors costs. As a result, MPS expects approximately a 15 percent increase to the total cost of \$24,263,464 for the project. Reimbursement from the SPP tariff will allow MPS to recover costs for this project over a 10- to 15-year timeframe.

FINANCIAL CONSIDERATIONS:

Although there is no cost to the City of Moorhead (directly), the total cost to the Moorhead Public Service Commission for the construction is \$12,768,331.91.

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager

Travis L. Schmidt, General Manager

Taylor Holte, Electric Project Engineer



City Council Communication

February 27, 2023

Attachments: DGR's Recommendation Letter and Bid Summary



February 13, 2023

Moorhead Public Service
Attn: Taylor Holte
500 Center Avenue, PO Box 779
Moorhead, MN 56561

RE: **Recommendation of Award of Contract**
Moorhead DOE Substation
DGR Project No. 417021

Dear Taylor:

We have reviewed the bid received on February 7, 2023 for the above-referenced project. A bid summary form and detailed tabulation of the bid results is enclosed. We have checked the bid for mathematical accuracy and compliance with the bid specifications. We are hereby prepared to offer the following recommendation.

There was one (1) responsive bid received for the price of \$12,768,331.91 provided by Michels Power, Inc. Michels has successfully completed a previous project for us in the past, and we know of no reasons why they would not perform well on this project. We recommend that you award the contract to Michels for a total price of \$12,768,331.91.

Please review our recommendation and feel free to contact us with any questions you or the Commission may have. Please let us know when an award has been made, and we will proceed with preparing the Contract Documents for signatures. We will be sending a copy of the bid summary to all bidders and plan holders.

Best Regards,

DGR Engineering

A handwritten signature in black ink, appearing to read 'Paul Davis'.

Paul Davis, P.E.
Enclosure: Bid Summary and Tabulation
PAD:ste



1302 South Union Street
Rock Rapids, Iowa 51246
DGR Project No. 417021

BID SUMMARY

MOORHEAD DOE SUBSTATION

MOORHEAD PUBLIC SERVICE
MOORHEAD, MINNESOTA

February 7, 2023 - 2:00 P.M.
Main Floor, City Hall Building
Page 1 of 1

Bidder and Address	Bid Security	Acknowledge Addendum	Total Bid Price	Comments
Michels Power, Inc. 1775 E Shady Lane Neenah, WI 54956	10% Bid Bond	Yes	\$12,768,331.91	

Corrected Bid Amount

BID TABULATION

MOORHEAD DOE SUBSTATION
MOORHEAD PUBLIC SERVICE
DGR Project No. 417021
Bid Letting: February 7, 2023 - 2:00 PM



Item No.	Name and Description of Construction Unit	Qty.	Michels Power, Inc.			
			Bid Bond:		10% Bid Bond	
			Labor	Materials	Labor & Materials	Extended Price
CONSTRUCTION UNITS - SUBSTATION						
A1	Steel, HAF, 230 kV A-frame deadend, 2-bay (ea.)	1	\$ 36,512.35		\$ 36,512.35	\$ 36,512.35
A2	Steel, HF, 230 kV H-frame deadend, 2-bay (ea.)	1	27,384.26		27,384.26	27,384.26
A3	Steel, HF, 230 kV deadend, 1-bay, Fargo & Morris (ea.)	2	14,604.94		14,604.94	29,209.88
A4	Steel, HF, 230 kV deadend, 1-bay, Northeast (ea.)	1	14,604.94		14,604.94	14,604.94
A5	Steel, SM, shield mast (ea.)	2	7,302.47		7,302.47	14,604.94
A6	Steel, CVT, 230 kV single phase CVT structure (ea.)	12	1,460.49		1,460.49	17,525.88
A7	Steel, 1H bus support high, single structure (ea.)	26	1,460.49		1,460.49	37,972.74
A8	Steel, 1L bus support low, single structure (ea.)	53	1,460.49		1,460.49	77,405.97
A9	Steel, SWL, 230 kV switch stand low (ea.)	17	1,460.49		1,460.49	24,828.33
B1	Switch, 230 kV, 3Ø, vertical break, GOAB, installed on low switch stand (ea.)	16	14,604.94		14,604.94	233,679.04
B2	Switch, 230 kV, 3Ø, vertical break, GOAB, with motor operator, installed on low switch stand (ea.)	1	14,604.94		14,604.94	14,604.94
B3	Switch, 230 kV, 3Ø, vertical break, GOAB, with motor operator, installed on deadend A-frame structure (ea.)	1	16,430.56		16,430.56	16,430.56
C1	Lightning arrester, 230 kV, 1Ø, 192 kV duty cycle, station class (ea.)	15	730.25	3,572.47	4,302.72	64,540.80
D1	Bus work, jumpers, insulators, connectors, dampening cables (as req'd.)	1	597,634.38	521,227.90	1,118,862.28	1,118,862.28
E1	Ganged Circuit breaker installation, 230 kV, 3Ø, SF6 with steel stand (ea.)	4	4,381.48		4,381.48	17,525.92
E2	IPO Circuit breaker installation, 230 kV, 3Ø, SF6 with steel stand (ea.)	2	4,381.48		4,381.48	8,762.96
G1	General construction allowance (as req'd.)	1	100,000.00	100,000.00	200,000.00	200,000.00
H1	CVT, 230 kV, outdoor, 3Ø, with secondary junction box (ea.)	4	4,381.48		4,381.48	17,525.92
H2	CVT junction box, 115 kV (ea.)	1	2,190.74		2,190.74	2,190.74
J1	Control panels, Owner-furnished (as req'd.)	1	105,155.56		105,155.56	105,155.56
J2	Communications equipment, Owner-furnished (as req'd.)	1	24,098.15	3,106.12	27,204.27	27,204.27
J3	Fiber cable, furnished by Others, pulling only (as req'd.)	1	5,330.80		5,330.80	5,330.80
K1	Conduit, 2" PVC (ft.)	3,560	49.21	6.94	56.15	199,894.00
K2	Conduit, 3" PVC (ft.)	705	41.97	9.65	51.62	36,392.10
K3	Conduit, 4" PVC (ft.)	1,050	73.82	37.78	111.60	117,180.00

BID TABULATION

MOORHEAD DOE SUBSTATION
MOORHEAD PUBLIC SERVICE
DGR Project No. 417021
Bid Letting: February 7, 2023 - 2:00 PM



Item No.	Name and Description of Construction Unit	Qty.	Michels Power, Inc.			
			Bid Bond:		10% Bid Bond	
			Labor	Materials	Labor & Materials	Extended Price
K4	Conduit, 6" PVC (ft.)	180	79.07	45.15	124.22	22,359.60
K5	Control ductbank 'A-A', PVC, concrete-encased (15) 4" PVC (ft.)	390	429.14	121.03	550.17	214,566.30
K6	Cable Trench, 20"W x 15" deep, pedestrian rated (ft.)	245	282.04	134.88	416.92	102,145.40
K7	Cable Trench, 30"W x 15" deep, pedestrian rated (ft.)	315	273.84	129.72	403.56	127,121.40
K8	Cable Trench, 30"W x 15" deep, HS20 rated (ft.)	100	273.84	129.72	403.56	40,356.00
K9	Cable Trench Drainage System, 4" HDPE drain tile including pea rock (ft.)	800	35.40		35.40	28,320.00
K10	Fiber manhole, 36 x 60 x 36 box (ea.)	2	2,482.91	2,559.86	5,042.77	10,085.54
K11	Fiber manhole, 30 x 48 x 48 box (ea.)	1	1,460.49	3,084.96	4,545.45	4,545.45
L1	Foundation, HAF, 230 kV A-frame, deadend 2-bay (ea.)	6	14,337.00		14,337.00	86,022.00
L2	Foundation, HF, 230 kV H-frame deadend, HF1(ea.)	2	15,989.00		15,989.00	31,978.00
L3	Foundation, HF, 230 kV H-frame deadend, HF2 & HF3 (ea.)	4	32,981.00		32,981.00	131,924.00
L4	Foundation, HF, 230 kV H-frame deadend, 2-bay HF4 (ea.)	3	17,110.00		17,110.00	51,330.00
L5	Foundation, SM, 230 kV Shield Mast (ea.)	2	23,895.00		23,895.00	47,790.00
L6	Foundation, 2LS, 230 kV low switch structure, per leg (ea.)	68	3,746.50		3,746.50	254,762.00
L7	Foundation, CVT, 230 kV single phase CVT structure (ea.)	12	3,304.00		3,304.00	39,648.00
L8	Foundation, 1H bus support high, single structure (ea.)	26	3,776.00		3,776.00	98,176.00
L9	Foundation, 1L bus support low, single structure (ea.)	53	3,776.00		3,776.00	200,128.00
L10	Foundation, CTRL, control enclosure pad (ea.)	1	93,869.00		93,869.00	93,869.00
L11	Foundation, 230 kV circuit breaker pad (ea.)	4	5,251.00		5,251.00	21,004.00
L12	Foundation, 230 kV IPO circuit breaker pad (ea.)	2	10,030.00		10,030.00	20,060.00
L13	Foundation, 230 kV reactor pad with oil containment (ea.)	2	95,108.00		95,108.00	190,216.00
L14	Foundation, 230 kV to 115 kV transformer pad, with oil containment (ea.)	1	99,710.00		99,710.00	99,710.00
L15	Foundation, Dual transformer pad, with oil containment (ea.)	1	164,138.00		164,138.00	164,138.00
L16	Foundation concrete tests with results (as req'd)	1	52,923.00		52,923.00	52,923.00
L17	Construction staking (as req'd)	1	25,193.00		25,193.00	25,193.00
M1	Common Excavation (cu. yd)	4,850	17.01		17.01	82,498.50

BID TABULATION

MOORHEAD DOE SUBSTATION
 MOORHEAD PUBLIC SERVICE
 DGR Project No. 417021
 Bid Letting: February 7, 2023 - 2:00 PM



Item No.	Name and Description of Construction Unit	Qty.	Michels Power, Inc.			
			Bid Bond:		10% Bid Bond	
			Labor	Materials	Labor & Materials	Extended Price
M2	Embankment borrow (Substation Borrow) (cu. yd)	12,030	49.40		49.40	594,282.00
M3	Embankment borrow (Levee Borrow) (cu. yd)	8,250	31.57		31.57	260,452.50
M4	4" Perforated Subdrain (ln. ft.)	4,650	26.55		26.55	123,457.50
M5	15" RCP Storm Sewer (ln. ft.)	170	95.58		95.58	16,248.60
M6	18" RCP Storm Sewer (ln. ft.)	162	104.43		104.43	16,917.66
M7	Silt Fence/Wattles (ln. ft.)	2,000	2.66		2.66	5,320.00
M8	12" Subgrade preparation (sq. yd.)	25,300	1.18		1.18	29,854.00
M9	7" PCC Driveway (sq. yd.)	560	198.24		198.24	111,014.40
M10	Turf Reinforcement Mat (sq. yd.)	150	34.81		34.81	5,221.50
M11	3" Substation Crushed Rock Base (ton)	4,600	135.70		135.70	624,220.00
M12	3" Substation Crushed Rock Surfacing (ton)	4,600	129.80		129.80	597,080.00
M13	Existing Substation Crushed Rock Surfacing (ton)	3,000	133.34		133.34	400,020.00
M14	Class 5 Surfacing/Base (ton)	5,300	32.16		32.16	170,448.00
M15	MnDOT Topsoil Filter Borrow (ton)	3,000	69.62		69.62	208,860.00
M16	15" RCP Apron (ea.)	4	1,610.70		1,610.70	6,442.80
M17	18" RCP Apron (ea.)	4	1,752.30		1,752.30	7,009.20
M18	Relocation Storm Valve (ea.)	1	2,773.00		2,773.00	2,773.00
M19	Water Quality Intake (ea.)	1	5,959.00		5,959.00	5,959.00
M20	Subdrain Outlet (ea.)	2	578.20		578.20	1,156.40
M21	Topsoil Stripping, Stockpiling and Replacing (as req'd)	1	296,357.00		296,357.00	296,357.00
M22	Seeding, fertilizing, and mulching (as req'd)	1	2,242.00		2,242.00	2,242.00
M23	Inlet Protection (ea.)	2	259.60		259.60	519.20
M24	Clearing and Grubbing (as req'd)	1	3,363.00		3,363.00	3,363.00
N1	Substation fence and swing gates (as req'd.)	1	167,778.30	2,625.50	170,403.80	170,403.80
N2	Substation sliding gate (as req'd)	1	13,711.60		13,711.60	13,711.60
O1	Ground grid, rods (as req'd.)	1	694,332.17	166,295.04	860,627.21	860,627.21

BID TABULATION

MOORHEAD DOE SUBSTATION
MOORHEAD PUBLIC SERVICE
DGR Project No. 417021
Bid Letting: February 7, 2023 - 2:00 PM



Item No.	Name and Description of Construction Unit	Qty.	Michels Power, Inc.			
			Bid Bond:		10% Bid Bond	
			Labor	Materials	Labor & Materials	Extended Price
O2	Personnel grounding platform (ea.)	24	1,460.49	65.64	1,526.13	36,627.12
P1	Control enclosure (as req'd.)	1	8,397.84	651,840.76	660,238.60	660,238.60
P2	Control enclosure wiring, AC, DC Panels, conductor/ conduit, interior and exterior lighting, heating, air conditioning, station service equipment (as req'd)	1			-	-
P3	Battery bank, 125 volt DC, rack, battery charger, conduit and conductor (ea.)	2		109,173.54	109,173.54	218,347.08
P4	Exterior area flood lighting package (as req'd.)	1	18,986.42	28,034.25	47,020.67	47,020.67
P5	Automatic transfer switch, Owner furnished (as req'd)	1			-	-
Q1	Secondary cable, 600 V, (9) 350 kcmil Cu., (3) #2 ground (ft.)	60	118.67	165.41	284.08	17,044.80
R1	(2) Conductor #10, 2/C-10, E2 (ft.)	2,470	6.85	1.90	8.75	21,612.50
R2	(3) Conductor #10, 3/C-10, E1 (ft.)	1,180	7.57	2.76	10.33	12,189.40
R3	(12) Conductor #10 shielded, E2, 12/C-#10 SH (ft.)	20,165	6.06	10.37	16.43	331,310.95
R4	(3) Conductor #8 shielded, E1, 3/C-#8 SH (ft.)	4,270	5.11	6.65	11.76	50,215.20
R5	(4) Conductor #8 shielded, E2, 4/C-#8 SH (ft.)	20,180	3.97	7.27	11.24	226,823.20
R6	(2) Conductor #6 shielded, E2, 2/C-#6 SH (ft.)	7,985	3.43	7.60	11.03	88,074.55
R7	(3) Conductor #4 shielded, E1, 3/C-#4 SH (ft.)	6,045	3.70	7.50	11.20	67,704.00
S1	Substation shielding (as req'd)	1	109,719.60	17,688.94	127,408.54	127,408.54
T1	Station testing - first stage (as req'd.)	1	84,577.68		84,577.68	84,577.68
T2	Station testing - second stage (as req'd.)	1	28,619.72		28,619.72	28,619.72
T3	Station testing - third stage (as req'd.)	1	6,834.56		6,834.56	6,834.56
T4	Control circuit function testing and commissioning (ea.)	5	9,438.27		9,438.27	47,191.35
T5	Protective relay testing - first stage (as req'd.)	1	28,386.08		28,386.08	28,386.08
T6	Protective relay testing - second stage (as req'd.)	1	9,156.80		9,156.80	9,156.80
T7	Protective relay testing - third stage (as req'd.)	1	12,819.52		12,819.52	12,819.52
T8	End to end testing - 115 kV - both ends (as req'd.)	1	7,788.00		7,788.00	7,788.00
T9	GE Field Services - IPO testing - Trip (ea.)	2	2,598.95		2,598.95	5,197.90
T10	GE Field Services - Ten-hour day testing (ea.)	6	2,489.80		2,489.80	14,938.80
U1	Mobilization and Traffic Control (as req'd.)	1	448,304.81		448,304.81	448,304.81

BID TABULATION

MOORHEAD DOE SUBSTATION
MOORHEAD PUBLIC SERVICE
DGR Project No. 417021
Bid Letting: February 7, 2023 - 2:00 PM



Item No.	Name and Description of Construction Unit	Qty.	Michels Power, Inc.			
			Bid Bond:		10% Bid Bond	
			Labor	Materials	Labor & Materials	Extended Price
V1	Relocation, transformer (existing KV2A) (as req'd)	1	144,071.23		144,071.23	144,071.23
V2	Relocation, transformer (new KV2A) (as req'd)	1	144,071.23		144,071.23	144,071.23
W1	Removals, existing substation steel and equipment (as req'd)	1	202,643.52		202,643.52	202,643.52
W2	Removals, existing foundations (as req'd)	1	82,836.00		82,836.00	82,836.00
W3	Relocation, existing 230 kV breaker (as req'd)	1	18,033.70		18,033.70	18,033.70

SUBSTATION SUBTOTAL: \$ 12,430,246.25

CONSTRUCTION UNITS: STRAIN BUS						
SSSP-1	Steel, self supporting, 230 kV Structure SSSP-1 (ea.)	1	\$ 7,302.47		\$ 7,302.47	\$ 7,302.47
SSSP-2	Steel, self supporting, 230 kV Structure SSSP-2 (ea.)	1	7,302.47		7,302.47	7,302.47
SSSP-3	Steel, self supporting, 230 kV Structure SSSP-3, (ea.)	1	21,907.41		21,907.41	21,907.41
SSSP-4	Steel, self supporting, 230 kV Structure SSSP-4 (ea.)	1	14,604.94		14,604.94	14,604.94
FDN-SSSP1	Foundation, SB, 230 kV Strain Bus, SSSP-1 (ea.)	1	42,834.00		42,834.00	42,834.00
FDN-SSSP2	Foundation, SB, 230 kV Strain Bus, SSSP-2 (ea.)	1	42,834.00		42,834.00	42,834.00
FDN-SSSP3	Foundation, SB, 230 kV Strain Bus, SSSP-3 (ea.)	3	16,549.50		16,549.50	49,648.50
FDN-SSSP4	Foundation, SB, 230 kV Strain Bus, SSSP-4 (ea.)	2	15,753.00		15,753.00	31,506.00
TM-1	230 kV Single Phase, Deadend Assembly (ea.)	18	1,687.01	1,048.30	2,735.31	49,235.58
TS-5G	230 kV Vertical, Double Deadend (ea.)	2	11,640.33	6,063.32	17,703.65	35,407.30
SCDE-HP	230 kV Single Circuit, Double Deadend, H-structure (ea.)	1	8,324.81	5,803.01	14,127.82	14,127.82
SCDE-3P	230 kV Single Circuit, Double Deadend, 3-Pole (ea.)	1	11,501.39	9,873.78	21,375.17	21,375.17

STRAIN BUS SUBTOTAL: \$ 338,085.66

Corrected Bid Amount

SUBSTATION AND STRAIN BUS TOTAL: \$ 12,768,331.91

MATERIAL BID PRICE: \$ 10,227,626.60

LABOR BID PRICE: \$ 2,540,705.31

TOTAL BID PRICE: \$ 12,768,331.91

RESOLUTION

Resolution to Award Bid for Construction at Moorhead DOE Tap Substation

WHEREAS, on February 7, 2023, bids were opened for construction at the Moorhead DOE Tap Substation; and;

WHEREAS, Moorhead Public Service (MPS) staff evaluated the bids and submitted a Bid Summary with their recommendation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead to award the bid for construction at MPS' Moorhead DOE Tap Substation to Michel's Power, Inc., in the amount of \$12,768,331.91, contingent upon final legal approval, as awarded by the Moorhead Public Service Commission on February 21, 2023.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the City Council does hereby authorize and direct the Mayor and City Manager to execute the contract for construction at MPS' Moorhead DOE Tap Substation.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

Resolution to Approve Contract with Western Area Power Administration for 230-KV Transmission Line Construction Services Related to the Moorhead DOE Tap Substation Project

RECOMMENDATION:

The Moorhead Public Service Commission respectfully requests the Mayor and City Council approve the contract and exhibits with Western Area Power Administration for 230-KV transmission line construction services related to the Moorhead DOE Tap Substation Project with Moorhead Public Service and the City of Moorhead, contingent upon final legal review.

BACKGROUND/KEY POINTS:

The attached documents are related to Western Area Power Administration's (WAPA's) contract and exhibits for the 230-KV transmission line construction services related to Moorhead Public Service's (MPS') Moorhead DOE Tap Substation Project with MPS and the City of Moorhead (City). These documents include Contract No. 22-UGPR-11 (Contract), Exhibit A, Exhibit B, and the General Interconnection Contract Provisions (GICP) dated September 26, 2013.

By the City Council approving the Contract and Exhibits A and B, MPS and the City agree to the Scope of Services that WAPA will provide certain design, construction, installation, interconnection, and commissioning services for the project. The Contract also includes items that MPS will be responsible for on behalf of WAPA, including procurement of land, easements, and equipment. MPS may be responsible for specific environmental and archeological studies; however, MPS is requesting that WAPA handle those studies on behalf of MPS. The reason for the change of responsibility is that WAPA is the owner of the 230-KV transmission line connected to MPS' Moorhead DOE Tap Substation.

The current estimated costs from WAPA, which are included in Exhibit B, total \$1,840,900. These costs could be adjusted from time-to-time and would be revised by a mutual agreement between the parties under this Contract. This Contract is required to complete a portion of the project construction, which is part of the two Notices to Construct (NTC) that MPS received from the Southwest Power Pool. Costs associated with the NTCs include the costs from this Contract with WAPA, and are reimbursable through the Annual Transmission Revenue Requirements (ATRR). By MPS having access to the ATRR, MPS will fund the project and will receive a repayment over 10 to 15 years, and should have minimal, or no, impact on electric rates for MPS customers.

FINANCIAL CONSIDERATIONS:

Although there is no cost to the City of Moorhead (directly), the current estimated costs from WAPA is \$1,840,900. MPS will fund the project and will be reimbursed over 10 to 15 years through the ATRR.



City Council Communication

February 27, 2023

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager

Travis L. Schmidt, General Manager

Attachments:

RESOLUTION

Resolution to Award Bid for Construction at Moorhead DOE Tap Substation

WHEREAS, on February 7, 2023, bids were opened for construction at the Moorhead DOE Tap Substation; and;

WHEREAS, Moorhead Public Service (MPS) staff evaluated the bids and submitted a Bid Summary with their recommendation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead to award the bid for construction at MPS' Moorhead DOE Tap Substation to Michel's Power, Inc., in the amount of \$12,768,331.91, contingent upon final legal approval, as awarded by the Moorhead Public Service Commission on February 21, 2023.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the City Council does hereby authorize and direct the Mayor and City Manager to execute the contract for construction at MPS' Moorhead DOE Tap Substation.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

February 27, 2023

SUBJECT:

First Reading of Ordinance 2023-02: An Ordinance to Amend Section 3-4-9.C Recyclable Material and Section 3-4-11.C Yard Waste of the Moorhead City Code

RECOMMENDATION:

Approve First Reading of Ordinance 2023-2: An Ordinance to Amend Section 3-4-9.C Recyclable Material and Section 3-4-11.C Yard Waste of the Moorhead City Code.

BACKGROUND/KEY POINTS:

This item is regard to MinnKota Recycling's request to no longer allow glass in single stream recycling containers in Moorhead and Fargo. The reasons to no longer accept glass include:

- Economic feasibility of recycling glass
- Worker safety related to glass recycling processes
- Contaminating other recyclable materials by glass
- Diminishment and marketability of other material when glass is in the single recycling stream

Moorhead residents are still able to bring glass to drop sites at Woodlawn Park, the Public Works Maintenance Shop, and Clay County Resource Recovery Center. This change would be effectively immediately.

In addition, staff has been asked to present a proposal to only accept lawn waste in compostable bags, paper bags or reusable containers, effectively prohibiting the use of clear bags. The benefits of prohibiting clear plastic bags include less litter created from bags blowing in and from the compost site, minimizing maintenance costs of processing equipment, and eliminating contamination in finished compost. This change would be effective September 1, 2023.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager
Steve Iverson, Public Works Director

Attachments:

ORDINANCE 2023-02

AN ORDINANCE TO UPDATE REGULATIONS RELATING TO RECYCLABLE MATERIALS AND YARD WASTE

3-4-9: RECYCLABLE MATERIAL:

A. Purpose: The purpose of this section is to reduce the amount of waste generated in the City by voluntarily disposing of recyclable materials either through no-sort recycling methods or through separation of recyclable materials.

B. No-Sort Recycling: Single dwelling housing and multi-dwelling housing units are authorized to participate in no-sort recycling unless otherwise authorized by the Public Works Director. The City will provide totes to all single dwelling homes and containers or dumpsters for multiple dwelling homes. Damaged totes, containers, and dumpsters will be replaced by the City in a timely manner. Recyclables must fit inside the recycling container; additional recyclables will not be picked up by the City. The resident can either wait until the next curb-side collection or drop-off recyclables at one of the City's recycling drop-off locations

C. Commingled: Residents of single dwellings, multi-dwellings, or other buildings as authorized by the Director of Public Works, may participate in the City's plan of no-sort recycling. The City Council will by resolution designate following recyclable materials which may be commingled from the normal garbage, rubbish and waste material collection if the materials have not been contaminated (a detailed recyclables list and a copy of the resolution is located on the City of Moorhead website):

- 1. Newspaper: Includes inserts, shoppers, or other publications printed on newspaper stock.
- 2. Magazines: Glossy publications less than one inch (1") thick.
- 3. Rinsed clear and colored glass bottles, jugs, or jars; glass does not need to be separated from color.
- 4. Aluminum, tin and steel cans.
- 5. #1-7 plastics without rings, caps or lids.
- 6. Flattened corrugated cardboard.

3-4-11: YARD WASTE:

A. Purpose: The purpose of this section is to reduce the amount of waste generated in the City by a separate collection of yard waste.

B. Definition: Yard waste for purposes of this section shall include grass clippings, leaves and garden waste.

C. Collection Of Yard Waste: Yard waste will be collected and placed out for collection as provided by resolution of the City Council. ~~on the same day as regularly scheduled garbage collection provided that yard waste is to be put into clear plastic compostable bags or non-disposable containers appropriately marked as yard waste.~~

D. Rates: Any additional fee or rate, if any, for garbage collection for persons who participate in the collection of yard waste under this section shall be set by resolution of the City Council. (Ord. 2017-08, 7-10-2017)

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

MICHELLE (SHELLY) A. CARLSON, Mayor

CHRISTINA RUST, City Clerk

First Reading: 02/27/2023
E-Post Date: xx/xx/xxxx
Second Reading: xx/xx/xxxx
Publication: xx/xx/xxxx



City Council Communication

February 27, 2023

SUBJECT:

Resolution to Approve Trollwood Performing Arts School 2023 Operating Budget & Executive Affidavit to Determine that the Use & Operation of Real Property and Facility meet State of Minnesota Requirements

RECOMMENDATION:

The Mayor and City Council are asked to consider approval of the Fargo Public Schools (FPS) 2023 Trollwood Performing Arts School (TPAS) Operating Budget.

BACKGROUND/KEY POINTS:

Section 2.03 of the Grant Agreement between the City of Moorhead and State of Minnesota requires an annual filing be submitted to the State of Minnesota. This filing is to include a determination that the facilities are being used for the purposes of the grant as well as the City's approval of the upcoming year's budget to operate. The 2022 filing was made and accepted by appropriate State agencies.

In the 2022 performance season, Trollwood provided quality arts education through a broad range of arts experiences. A primary goal for the youth arts programming division of Trollwood Performing Arts School is to develop and deliver the highest standard of performing arts education, providing young people with the knowledge and skills needed to be successful in future endeavors. Underlying its performing arts curriculum is a commitment to instill the life skills of confidence, creativity, communication skills, and collaboration skills.

The City Council is requested to approve the 2022-23 Trollwood Performing Arts School Operating Budget as submitted by the Fargo Public Schools Board of Education. The budget reflects forecast program revenue along with other funding available for the operation of the program. The budget is equal to or greater than forecast expenses and will be transmitted to the State as required by the Grant Agreement, once approved by the City Council.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Amy Thorpe, Economic Development Program Administrator



City Council Communication

February 27, 2023

Attachments: 2022 Trollwood Performing Arts School Annual Update
FY 22-23 Budget Report
Draft Resolution

MEMO

To: Members of the Moorhead City Council and Staff
From: Kathy Anderson, Executive Director, Trollwood Perf Arts School & Bluestem
RE: Bluestem Center for the Arts and Trollwood Performing Arts School Annual Update
Date: February 21, 2023

I have attached our 2022 update, as well as our 2023 budget for your review. We are pleased to share with you an overview of our 2022 calendar year. As we continue to work through the distressing effects of COVID-19, I am happy to report our organization remains strong.

The performing arts industry was devastated by the onslaught of COVID-19. With the entire sector literally shut down in 2020 and a good portion of 2021, the comeback of this industry has been slower than many areas of our economy. Our organization continued to feel the effects in 2022.

We were excited to host 6 national tours and the annual *Symphony Rocks* concert in our beautiful amphitheater in 2022. However, the number of concerts presented were clearly not as strong as pre-COVID levels, which was a direct result of fewer artists touring. We are working closely with our promoter, Jade Presents, to ramp back up to pre-COVID numbers, as our 2023 Bluestem Amphitheater season is being booked, as we speak. We are seeing a continued recovery, and hope to have a full comeback in future years.

In addition, we found, and continue to find, staffing our technical theater roles extremely challenging. In 2022, we were forced to cancel our Mainstage Musical program, due to the shortage of experienced technical theater professionals. As a result, we did some reorganization internally within the school district, which has provided more technical resources for Trollwood, in addition to the greater district, as a whole. Because of this shift, combined with the industry slowly recovering, we are pressing forward with our Mainstage Musical program in 2023. We will be producing the classic musical, *Singin' in the Rain* this summer.

Outside of the struggles outlined, we were happy to see a nearly full recovery in all other areas. We were able to hold small pieces of our Mainstage Musical program as we created some specialty features for *Singin' in the Rain*, in addition to offering 11 additional arts educational programs throughout 2022. These programs provided opportunities for children as young as kindergarten through graduated seniors to learn and grow their skills in the arts. These programs ran at a 99% capacity in 2022 serving 763 students. This includes 92 students from Moorhead, representing 12% of our overall student body.

Private events are returning to normal. By the fall of 2022, we were at full strength, with events scheduled nearly every weekend, as well as hosting a number of outdoor events in August through mid-October.

In 2023, as we celebrate Trollwood's 45th Anniversary, and Bluestem's 14th season, we look forward to the exciting summer season to come! The budget for our 2022-2023 FY, which runs from July 1, 2022 through June 30, 2023, is attached for your records.

If you have any questions or need further detailed information, please do not hesitate to reach out. Thank you for your continued partnership!

trollwood
PERFORMING ARTS SCHOOL

TROLLWOOD PERFORMING ARTS SCHOOL AT BLUESTEM >> 2022 BY THE NUMBERS

44 YEAR
RICH
HISTORY



763

STUDENT PROGRAM ENROLLMENT

12 YOUTH
EDUCATION
PROGRAMS



AT

99%

CAPACITY IN
SUMMER YOUTH
PROGRAMS

YOUTH PROGRAMS

Elementary

1. Artspark
2. Trollwood Children's Theatre

60 Staff

19

TROLLWOOD
ALUMNI ON STAFF



32%

OF TOTAL
WORKFORCE

Middle School

3. Totally Trollwood Musical
4. Totally Trollwood Academy
5. Winter Middle School Academy

7 CONCERT DAYS



FEATURING BOTH NATIONALLY KNOWN
RECORDING ARTISTS AND REGIONALLY
ACCLAIMED MUSICIANS

High School

6. Mainstage Musical
7. Trollwood Academy
8. Trollwood Conservatory
9. The Trollwood Players
10. Student Leadership
11. Winter High School Academy

235

ARTS ACTIVITIES
AND EVENTS

12. STAR (Students
At Risk)

36,995

AUDIENCE MEMBERS
AND CONSTITUENCY
SERVED

STAR PROGRAM

50 STUDENTS

were supported by STAR financial
aid scholarships in 2022.

882 MEALS PROVIDED

1764 RIDES PROVIDED

**PROVIDED SERVICES FOR
51 STUDENTS**

who were challenged with
significant emotional, social
and/or behavioral issues.

BLUESTEM IS PROUD TO HOST:



community festivals



business conferences & trade shows



private events



concerts

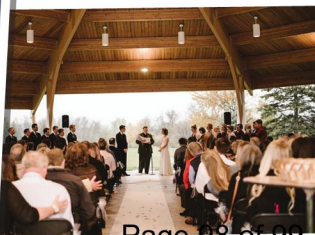


FY 22-23 BUDGET JULY 1, 2022 – JUNE 30, 2023

	Description	Budget to Date	FY23 Actual to Date	Difference FY23	Actual FY22
Operational Income:					
	Venue Rentals	\$200,000	\$73,152	\$126,848	\$123,241
	FPS Operational Support	\$305,611	\$305,611	\$0	\$143,701
	Total Operations Income	\$505,611	\$378,763	\$126,848	\$266,942
Program Income:					
	Student Registration Fees	\$182,500	\$59,171	\$123,329	\$167,022
	Gate Receipts	\$315,870	\$31,799	\$284,071	\$228,620
	Merchandise Sales	\$5,500	\$1,977	\$3,523	\$3,818
	Concessions	\$60,995	\$3,675	\$57,320	\$70,409
	Student Meals	\$7,500	\$1,332	\$6,168	\$0
	Private Support	\$234,048	\$77,785	\$156,263	\$153,290
	Advertising Income	\$12,000	\$0	\$12,000	\$1,345
	Special Projects	\$1,000	\$5,259	\$(4,259)	\$4,417
	FPS Annual Program Support	\$400,000	\$162,504	\$237,496	\$258,298
	Total Program Support	\$1,219,413	\$343,501	\$875,912	\$887,220
TOTAL INCOME	Agenda Item 14.A.	\$1,725,024	\$722,264	\$1,002,760	\$1,154,162

FY 22-23 BUDGET JULY 1, 2022 – JUNE 30, 2023

	Description	Budget to Date	FY23 Actual to Date	Difference FY23	Actual FY22
Operational Expenses:					
	Operational Salaries & Wages	\$47,000	\$16,918	\$30,082	\$76,409
	Operational Benefits	\$10,890	\$2,142	\$8,748	\$10,921
	Operational Services	\$31,405	\$244,438	\$(213,033)	\$20,059
	Equipment Repair	\$13,140	\$8,292	\$4,848	\$2,514
	Contracted Maintenance	\$263,976	\$59,597	\$204,379	\$22,305
	Event Rental Expense	\$2,000	\$1,888	\$112	\$840
	Equipment Rental	\$25,000	\$7,225	\$17,775	\$23,147
	Phone/Fiber/Internet	\$10,000	\$13,769	\$(3,769)	\$10,772
	Operational Supplies	\$27,700	\$18,848	\$8,852	\$23,676
	Electricity	\$68,000	\$45,067	\$22,933	\$74,956
	Vehicle Maintenance	\$1,500	\$1,757	\$(257)	\$403
	Equipment	\$5,000	\$2,400	\$2,600	\$940
	Total Operational Expenses	\$505,611	\$422,340	\$83,271	\$266,941
Program Expenses:					
	Program Salaries & Wages	\$638,320	\$301,568	\$336,752	\$494,030
	Program Benefits	\$162,524	\$83,934	\$78,589	\$151,917
	Consultants	\$105,040	\$39,946	\$65,094	\$76,546
	Equipment Rental	\$40,000	\$2,870	\$37,130	\$337
	Royalties	\$40,800	\$6,003	\$34,797	\$33,558
	Marketing	\$37,900	\$3,777	\$34,123	\$13,174
	Programming Supplies	\$84,999	\$12,230	\$72,768	\$41,618
	Merchandise for Resale Exp	\$8,000	\$2,206	\$5,794	\$4,014
	Equipment	\$6,000	\$246	\$5,754	\$3,828
	Programming Operations	\$95,831	\$17,933	\$77,898	\$68,199
	Total Program Expenses	\$1,219,413	\$470,714	\$748,699	\$887,220
Total Expenses					
		\$1,725,024	\$893,054	\$831,970	\$1,154,162
INCOME OVER EXPENSES					
		\$0	-\$170,790	\$170,790	\$0



RESOLUTION

Resolution to Approve Trollwood Performing Arts School 2023 Operating Budget & Executive Affidavit to Determine that the Use & Operation of Real Property and Facility meet State of Minnesota Requirements

WHEREAS, pursuant to the Lease Agreement between the City of Moorhead and Fargo Public School District No. 1, the City Council must approve the annual operating budget for the Trollwood Performing Arts School by resolution; and

WHEREAS, the Fargo Public School District has provided an operating budget for FY 2022-2023 and annual update for 2022 to the City Manager which includes projected revenues and expenses for the Trollwood Performing Arts School program; and

WHEREAS, the City Manager has reviewed the proposed budget and finds it to be in compliance with the State of Minnesota's bonding legislation and grant to the City of Moorhead; and

WHEREAS, the City Manager has reviewed the Trollwood Performing Arts School 2022 Annual Report and finds that the real property and facility are being used for the operation of the Government Program or for such other uses the Minnesota legislature may from time to time designate, and for no other purpose.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota hereby approves the Trollwood Performing Arts School FY 2022-23 Operating Budget.

BE IT FUTHER RESOLVED by the City Council of the City of Moorhead, Minnesota, that the City Manager is authorized to execute an affidavit "Determining that the Use and Operation of Real Property and Facility Meet State Requirements" and shall submit said affidavit to the appropriate State agency.

PASSED: February 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk