



TO: Mayor Shaun Sipma
Members of the City Council

FROM: John R. Zakian, DR Grant Program Manager & Chief Resilience Officer

DATE: January 12, 2019

SUBJECT: **City Council Approve Close Out Payment for 2017 Demolition Contract**

I. RECOMMENDED ACTION

City Council approve close out payment of \$73,645.18 to Berger Enterprises, LLC for 2017 CDBG-DR and CDBG-NDR demolition contract

II. DEPARTMENT CONTACT PERSONS

John R. Zakian, DR Grant Program Manager & Chief Resilience Officer, 423-4528

III. DESCRIPTION

A. Background

As standard practice, the city of Minot held \$73,645.18 in retainage against the 2017 demolition contract with Berger Enterprises, LLC as assurance of all work being satisfactorily completed and the one-year warranty of such work satisfied. The one-year warranty period has been completed resulting in the ability to release the retainage and pay to Berger Enterprises, LLC.

B. Proposed Project

Payment of the \$73,645.18 will allow the city to close out the CDBG-DR and CDBG-NDR activity file for this contract.

IV. IMPACT:

A. Strategic Impact:

City demonstrates to HUD continued compliant oversight of CDBG-DR and CDBG-NDR contracts.

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

None

V. ALTERNATIVES

N/A

VI. TIME CONSTRAINTS

N/A

VII. LIST OF ATTACHMENTS

- i. Closeout supporting documents