



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Emily Huettl, PE

DATE: 11/19/2019

SUBJECT: STANDARDS SPECIFICATIONS AND DETAILS – 2019 UPDATE (4004)

I. RECOMMENDED ACTION

1. Approve and adopt the 2019 Standard Specifications and Details for Construction.

II. DEPARTMENT CONTACT PERSONS

Lance Meyer, PE, City Engineer	857-4100
Emily Huettl, PE, Assistant City Engineer	857-4100

III. DESCRIPTION

A. Background

Standard Specifications and Details for Construction provide contractors, developers, engineers, and the public in general with information regarding the requirements for infrastructure construction within the City of Minot. This includes allowable products and materials, installation and testing requirements, and much more. This ensures that new City infrastructure meets a certain quality and uniformity. The City of Minot’s current Standard Specifications and Details for Construction were last updated in 2013.

B. Proposed Project

The Engineering Department, with support from Houston Engineering, Inc. and input from the Public Works Department, has developed draft updated standard specifications and details. Draft documents were posted on the Engineering webpage in May 2019 for review and comment from contractors, developers, engineering consultants, and the general public. While a review and comment period is not a requirement, we wanted to receive this crucial feedback from these stakeholders before we asked Council to approve and adopt the updated specifications and details. Final draft documents were posted November 1st and final comments were received, reviewed, and, in most cases, incorporated last week.

Revised 2019 documents can be viewed here:

<https://www.minotnd.org/674/DRAFT-Standard-Specifications-and-Detail>

C. Consultant Selection

The City contracted with Houston Engineering, Inc. to assist with the specification rewrite and detail revisions. Their technical staff has experience in this type of work and provided a valuable perspective.

IV. IMPACT:

A. Strategic Impact:
N/A

B. Service/Delivery Impact:
The specification and details need to be updated in order to meet changing industry standards, address known issues/concerns with current specifications, and to be compatible with current NDDOT Standard Specifications. This improves the City's overall infrastructure system.

C. Fiscal Impact:
Updating standard specifications and details can cause fiscal impacts. For example, a revised specification may lead to something being more or less costly to purchase, install, or construct. Or a revised specification may increase the initial cost but decrease the life-cycle cost by providing a better or more resilient product requiring less future maintenance.

V. ALTERNATIVES

Council can choose not to approve these updates and the 2013 Standard Specifications and Details for Construction would still be in effect.

VI. TIME CONSTRAINTS

Timely approval allows the use of these Standard Specifications and Details for Construction for 2020 construction projects.

VII. LIST OF ATTACHMENTS

A. Revisions can be viewed here:
<https://www.minotnd.org/674/DRAFT-Standard-Specifications-and-Detail>