



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Jason Sorenson, Assistant Director of Public Works

DATE: August 25, 2021

SUBJECT: ONE MILLION GALLON TANK DEMO AND 3RD ST PIPING IMPROVEMENTS (PROJECT NUMBER 4488)

I. RECOMMENDED ACTION

1. Recommend approval of a budget amendment in the amount of \$5,000 for the task order with Houston Engineering.

II. DEPARTMENT CONTACT PERSONS

Dan Jonasson, Director of Public Works	857-4140
Jason Sorenson, Asst. Director of Public Works	857-4768

III. DESCRIPTION

A. Background

This project consisted of piping improvements, valve replacements, a pressure reducing valve installation, along with the demolition of the old tank and foundation. This project was awarded in September of 2020 and work has been ongoing through the summer of 2021.

B. Proposed Project

During construction of the original contract some additional valves were discovered that required replacement. With additional work getting added to the contractor's contract, the engineering firm spent additional time on the project outside of the original scope. Thus, Houston Engineering is requesting a contract amendment of \$5,000.00 to cover the additional time to complete the project.

C. Consultant Selection

Houston Engineering was competitively selected in April of 2019 for a master water services engineering agreement and approved by Council in May of 2019 to provide general water system design, modeling and construction services on water related projects in Minot.

IV. IMPACT:

A. Strategic Impact:

N/A

B. Service/Delivery Impact:

The need to shut down watermains is a daily occurrence. Having the new valves ensures these shutdowns can occur in a timely manner while minimizing the number of customers out of water.

C. Fiscal Impact:

Project Costs

Demo and Improvements (Awarded Bid)	\$364,182.05
Consultant design/observation	\$ 98,000.00
Contract Amendment	\$ 5,000.00
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TOTAL ENGINEERING	\$103,000.00

Project Funding

\$750,000 in funding was allocated in the 2020 Water Distribution budget. There will also be liquidated damages assessed to the final payment for this project to cover some of the extra consultant costs.

V. ALTERNATIVES

N/A

VI. TIME CONSTRAINTS

N/A

VII. LIST OF ATTACHMENTS

- A. Exhibit K – Amendment to Task Order
- B. Task Order Amendment Memo