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**TO:** Mayor Chuck Barney  
Members of the City Council

**FROM:** Jason Sorenson

**DATE:** January 8, 2018

**SUBJECT:** WASTEWATER TREATMENT FACILITY HYDRAULIC IMPROVEMENTS  
(PROJECT NUMBER 4202)

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**I. RECOMMENDED ACTION**

1. Recommend council approve the contract amendment in the amount of \$411,440.00 for Apex Engineering to conduct construction phase services for the Wastewater Treatment Hydraulic Improvements project.

**II. DEPARTMENT CONTACT PERSONS**

Dan Jonasson, Director of Public Works	857-4140
Jason Sorenson, Assistant Director of Public Works	857-4140

**III. DESCRIPTION**

A. Background

*In 2014, Apex Engineering completed a Wastewater Treatment Facility Study for the City of Minot. In that study Apex identified some hydraulic improvements that are necessary to alleviate deficiencies in the piping to the stabilization ponds. The improvements will allow better conveyance of our current wastewater flows and provide some additional capacity for future growth and development.*

B. Proposed Project

*Bids for this project are scheduled to be opened on January 16, 2018 with construction to follow in the spring. The original task order with Apex covered design and bidding services. This amendment includes the work necessary to administer this project from the start of construction to start-up of facilities and eventually project closeout. Additionally, since this is an SRF funded project it includes all of the SRF program administration such as pay request submission, Davis-Bacon payroll processing and labor standard compliance.*

C. Consultant Selection

*Apex was competitively selected in 2011 to provide a study for wastewater treatment facility planning. The City has an existing task order agreement with Apex for general wastewater engineering services. Due to Apex's extensive knowledge of the City's complex wastewater system they were selected to continue working on this project.*

**IV. IMPACT:**

A. Strategic Impact:

N/A

B. Service/Delivery Impact:

NA

C. Fiscal Impact:

Project Costs

Construction Cost Estimate	\$7,000,000.00
Design Engineering	\$502,660.00
Construction Engineering	\$411,440.00
Total Project Cost	\$7,914,100.00

Project Funding

*An application has been sent to the State for a 2% loan through State Revolving Fund (SRF). The project will be paid for using SRF and Oil and Gas Revenues. If this loan is not received the project will be paid for using utility bonds.*

**V. ALTERNATIVES**

N/A

**VI. TIME CONSTRAINTS**

N/A

**VII. LIST OF ATTACHMENTS**

*Exhibit K – Amendment to Task Order*