



Public Works Utility Operations Department

DATE: 1/18/2022

FROM: Michelle Klose, Public Works Utility Water Director

ITEM: Task Order 2 to the Agreement with Apex Engineering Group for the Boulder Ridge Stormwater Design, Construction Documents, and Permitting

REQUEST:

Approval of Task Order No. 2 to the Agreement with Apex Engineering Group for the Boulder Ridge Stormwater Design, Construction Documents, and Permitting.

Please place this item on the January 25, 2022 City Commission meeting agenda.

BACKGROUND INFORMATION:

On April 13, 2021, the City Commission approved professional engineering contracts for operations and maintenance activities for Utility Operations. Apex Engineering Group is a contract recipient. Task orders exceeding \$20,000 are approved by the Commission.

Task Order No. 2 will provide final design, construction documents, and permitting. The total estimated fee is not to exceed \$59,500.

RECOMMENDED CITY COMMISSION ACTION:

Approve Task Order No. 2 to the agreement with Apex Engineering Group in the amount not to exceed \$59,500.00 for Boulder Ridge Stormwater design, construction documents, and permitting.

STAFF CONTACT INFORMATION:

Michelle Klose, Director of Utility Operations, 355-1700, mklose@bismarcknd.gov



CONTRACT REVIEW FORM

Task Order 2
Boulder Ridge Stormwater Design
\$59,500
675.680.676.4310.200
Contract No. 2022-

DEPARTMENT

Contract between the City of Bismarck and Apex Engineering Group, Inc.

Purpose of Contract: Engineering Consulting Services for O&M Projects for Utility Operations

Contract Amount:

Contract Period: April 13, 2021-May 31, 2024

Funding Source: 665.680.667.4310.200; 665.680.668.4310.200; 670.680.671.4310.200;
670.680.672.4310.200; 675.680.676.4310.200

Project Number: (send copy to Fiscal):

Comments: The agreement was approved at the April 13, 2021 City Commission agenda.

After Mayor's Signature, route to: *Kim Bohrer, Public Works*

Department Head Signature:

Michelle Klose
Michelle Klose

Date: April 15, 2021

CITY ATTORNEY

OK
James Conroy

4/27/2021

Date:

FINANCE

Comments: *OK*

Director of Finance Signature:

[Signature]

Date: *04/29/2021*

ADMINISTRATION

City Administrator Signature:

[Signature]

Date: *4-27-21*

Task Order No. 2 – Boulder Ridge Stormwater Design

In accordance with Paragraph 1.02 of the Short Form of Task Order Agreement Between Owner and Engineer for Professional Services, dated April 13, 2021 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: January 25, 2022
- b. Owner: City of Bismarck
- c. Engineer: Apex Engineering Group
- d. Specific Project (title): Boulder Ridge Stormwater Design
- e. Specific Project (description): See Exhibit A – Scope of Services and Fee

2. Services of Engineer

The specific services to be provided or furnished by Engineer under this Task Order are as follows: See Exhibit A

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in the Agreement, subject to the following: See Exhibit A

4. Task Order Schedule

The parties shall meet the following schedule: See Exhibit A

5. Payments to Engineer

- A. Owner shall pay Engineer for services rendered under this Task Order as follows: Payments to the Engineer will be hourly not to exceed \$59,500
- B. The terms of payment are set forth in the Agreement.

6. Consultants retained as of the Effective Date of the Task Order: None

7. Attachments: Exhibit A – Scope of Services and Fee

8. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is January 25, 2022.

OWNER:

ENGINEER:

By: _____

By: Mike Berg

Print Name: Steve Bakken

Print Name: Mike Berg

Title: President of Board of City Commissioners

Title: Principal / Project Manager

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Terry Halstengard

Name: Mike Berg

Title: Storm Water Program Coordinator

Title: Principal / Project Manager

Address: PO Box 5503
Bismarck ND 58506-5503

Address: 600 S. 2nd St., Suite 145, Bismarck, ND
58104

E-Mail Address: thalstengard@bismarcknd.gov

E-Mail Address: Mike.Berg@ApexEngGroup.com

Phone: 701.355.1740

Phone: 701-323-3950

Exhibit A - Scope of Services

Boulder Ridge Stormwater Design, Construction Documents and Permitting

City of Bismarck, North Dakota
January 7, 2022

Phase No.	Description
3	Final Design, Construction Documents and Permitting

Project Background

Project owners adjacent to a coulee between Slate Drive and Quarry Lane in Boulder Ridge Second have expressed concerns to the City of Bismarck regarding the storm water conveyance within the coulee. Pictures have been sent to the City of Bismarck showing property inundation and overflow onto Normandy Street. At the request of the City, Apex completed a hydrology and hydraulic alternative analysis and provided the City of Bismarck a report summarizing the alternative results and estimated construction costs. The City of Bismarck has recommended moving forward with alternative three which proposes a new detention pond, channel improvements and storm sewer system.

Phase 3 – Design and Permitting

Objective:

Phase 3 includes progress reporting, management of engineers and technicians through all phases of the project, including contract administration and coordination of quality assurance and quality control.

Phase 3 – Task 1, Project Management - \$2,800

- 3.1.1 Project Administration
- 3.1.2 Quality Assurance/Quality Control
- 3.1.3 Coordination with City of Bismarck

Phase 3 – Task 2, Final Design and Construction Documents - \$43,300

Apex will conduct a field survey of the natural coulee and the storm sewer at the Intersection of Boulder Ridge Road and Slate Drive and Normandy Street from the coulee inlet between Slate Drive and Quarry Lane to the outlet north of Feldspar Drive. Apex will update the Alternative 3 XPSWMM model with the field data. Apex will finalize the embankment, channel and storm sewer design and prepare Construction plans and specifications. Apex will meet with the City of Bismarck for a 60% plan review and 90% plan review. Geotechnical investigation at the detention embankment location has been included in the project fee.

- 3.2.1 Field Survey
- 3.2.2 Final Modeling
- 3.2.3 Preliminary Construction Documents
- 3.2.4 Review meeting and Incorporate City comments
- 3.2.5 Final Construction Documents

Phase 3 – Task 3, Permitting - \$6,400

A USACE 404 permit will need to be submitted due to the construction of a new storm sewer network and new detention pond along a natural coulee. Apex is estimating approximately 0.7 to 0.8 mitigation acres will need to be obtained. Mitigation on-site is limited; off-site mitigation is anticipated. A wetland delineation will be completed as part of the USACE 404 permit to know the exact amount of wetland acres impacted. A wetland delineation has been included in the project fee.

- 3.3.1 USACE 404 permitting

Project Fee

Final Design, Construction Documents and Permitting	\$52,500
Geotechnical Subconsultant	\$5,000
Wetland Delineation Subconsultant	<u>\$2,000</u>

Hourly Not to Exceed \$59,500

*This scope does not include bidding services and construction management.

City of Bismarck Responsibilities:

- ✓ Execute contract between City of Bismarck and Apex.
- ✓ Provide review comments

Apex Responsibilities and Deliverables:

- ✓ Review and execute contract with City of Bismarck in a timely manner.
- ✓ Communicate with City of Bismarck on project updates and schedule.
- ✓ Manage Project Staff to complete project tasks, meet contractual deadlines and stay within budget.