



Public Works Service Operations

DATE: February 13, 2024

FROM: Steve Salwei, Director Public Works Services

ITEM: LF Final Cover Closure Time Extension

REQUEST:

Consider and approve Time Extension to Task Order 22-03 with Houston Engineering for Landfill Final Cover Closure Phase I-III to December 31, 2024.

BACKGROUND INFORMATION:

On February 11, 2021, the City of Bismarck entered into an agreement with Houston Engineering for professional engineering services for solid waste operations, which included engineering design and construction management support services for the final cover closure of Phases I-III of the facilities existing landfill. The initial task order for the Landfill Final Cover Closure Phase I-III identified a completion date of December 31, 2023.

Engineering design, project solicitation and initiation of construction occurred during the 2023 construction season. As of December 2023, the Contractor had completed placement of the soil barrier layer component of the final cover system. Due to the onset of frozen conditions, the Contractor suspended construction operations for the season in early December 2023. It is anticipated the Contractor will re-mobilize to the site in the spring of 2024. Based on the construction contract schedule and related construction management services to support construction operations, we request that the completion date of Task Order 22-03 be extended to December 31, 2024. The extended task order timeline will support project completion including development and submission of required reporting documentation to the North Dakota Department of Environmental Quality.

RECOMMENDED CITY COMMISSION ACTION:

Approve the completion date of Task Order 22-03 Final Cover Closure Phase I-III with Houston Engineering to be extended to December 31, 2024.

STAFF CONTACT INFORMATION:

Steve Salwei, Director Public Works Services, 701-355-1705, ssalwei@bismarcknd.gov

ATTACHMENTS:

1. 20240213 LF Final Cover Closure Time Extension to 12.31.2024

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated February 11, 2021.

Amendment To Task Order No. 22-03

1. Background Data:

- a. Effective Date of Task Order: **December 27, 2022**
- b. Owner: **City of Bismarck**
- c. Engineer: **Houston Engineering Inc. (HEI)**
- d. Specific Project: **Engineering Design and Construction Management Services for Final Cover Closure of Phases I-III; BSWMF Expansion Existing Landfill Facility**

2. Description of Modifications

- a. The Scope of Services currently authorized to be performed by Engineer in accordance with the Task Order and previous amendments, if any, is modified as follows:

Services under this Amendment to Task Order 22-03 included engineering design and construction management support services for the final cover closure of Phases I-III of the facilities existing landfill. The initial task order identified a completion date of December 31, 2023.

Engineering design, project solicitation and initiation of construction occurred during the 2023 construction season. As of December 2023, the Contractor had completed placement of the soil barrier layer component of the final cover system. Due to the onset of frozen conditions the Contractor suspended construction operations for the season in early December 2023. It is anticipated the Contractor will re-mobilize to the site in the spring of 2024 and complete the installation of the vegetative and topsoil components of the final cover system to satisfy the contract specified substantial completion. The construction contract identified a substantial completion date of April 1, 2024, with final project completion by June 14, 2024.

- b. The schedule for rendering services under this Task Order is modified as follows:

Based on the construction contract schedule and related construction management services to support construction operations, we/HEI request that the completion date of Task Order 22-03 be extended to December 31, 2024. The extended task order timeline will support project completion including development and submission of required reporting documentation to the North Dakota Department of Environmental Quality.

- c. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation:

No additional compensation is requested.

3. Task Order Summary (Reference only)

- a. Original Task Order amount: \$ 332,352
- b. Net change for prior amendments: \$ 0
- c. This amendment amount: \$ 0
- d. Adjusted Task Order amount: \$ 332,352

The foregoing Task Order Summary is for reference only and does not alter the terms of the Task Order, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Task Order as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is January 1, 2024.

OWNER:

ENGINEER:

By: _____

By: _____

Title: _____

Title: Principal in Charge / Bismarck Office
Manager

Date
Signed: _____

Date
Signed: _____

CONTRACT CHANGE ORDER FORM

DEPARTMENT

City Department	Public Works - Service		
Contractor	Houston Engineering Inc		
Contract Number	2022-98	Change Order Number	1
Project Number	see below	Change Order Date	1/1/2024
Project Description	Landfill Final Cover Closure Phase I-III		
Original Contract Amount	\$ 332,352.00	Approved Contract Budget	
Previous Contract Amount	\$ 332,352.00		
Change Order Amount	\$ -		#VALUE!
Proposed Contract Amount	\$ 332,352.00		
Within Project Scope	YES	Within Project Funding	YES
Completion Date	12.31.2023	Change in Completion Date	NO
Revised Completion Date*	12.31.2024	<i>*If completion date changed on this Change Order</i>	
Type of Change Order	Non Design-related	Work Order No(s).	

Description:

Project: SWDUTIL.CONSULTING.FINALCOVERCLOSUR
Amendment to Task Order 22-03 included engineering design and construction management support services for the final cover closure of Phases I-III of the facilities existing landfill

Project Manager Signature (≤\$15,000) _____ **SIGN HERE**
Send to Fiscal if change is ≤\$15,000, completion date ≤5 days, no scope change or no revised budget Date

Department Head Signature (≤\$25,000) _____
Send to Fiscal if change is ≤\$25,000, completion date ≤15 days, no scope change or no revised budget Date

ADMINISTRATION

City Administrator Signature (≤\$50,000) _____
Add to Commission Agenda Date

COMMISSION APPROVAL

Commission Approval Date _____
Attach Commission approval memo and send to Fiscal

FISCAL

Comments

**If not within project scope or funding, attach revised description and/or revised Project Budget for Board Approval*