



Committee of the Whole
Wednesday, January 31, 2018 - 4:15 PM
City Council Chambers

1. SCBA COMPRESSOR REQUEST FOR PROPOSALS (FD0068)

The fire department applied for a Rural Community Grant to replace the SCBA air compressor to comply with the most current National Fire Protection Association (NFPA) standards. The award is for \$20,000.00. We have the additional funds within the 2018 budget to complete the project.

It is recommended the Committee and Council allow the fire department to move forward with the request for bids on the Self Contained Breathing Apparatus (SCBA) fill station compressor.

Documents:

[1-2018 Memo - SCBA Air Compressor FD0068.pdf](#)
[Compressor 2018.pdf](#)

2. SCBA REQUEST FOR BID (FD0067)

The fire department applied for a FEMA Assistance to Firefighter Grant to replace all self-contained breathing apparatus (SCBA) within the department to comply with the most current National Fire Protection Association (NFPA) standards. The award is for \$272,728.00 with a cost match of \$27,272.00.

It is recommended the Committee and Council allow the fire department to move forward with the request for bids to replace all self-contained breathing apparatus (SCBA) for the department.

Documents:

[1-2018 Memo - Assistance to Firefighters SCBAs FD0067.pdf](#)
[SCBA Specs. AFG Grant.pdf](#)

3. STATION 3 REMODEL PROJECT - REQUEST FOR BIDS

Station 3 (2300 N Broadway Street) is in need of a remodel to address multiple issues to include code compliance, space, and aging building issues.

It is recommended the City Council authorize the Fire Chief to move forward with the bid process for the remodel of Fire Station #3.

Documents:

4. WARD COUNTY DEBRIS MANAGEMENT PLAN

This debris management plan is a guideline/template for the City of Minot if there was a tornado, flood, or other type of disaster that would cause a large amount of debris.

Adopting this plan would make the City eligible for up to an additional five percent federal funding on federal disasters. Typically federal cost shares are at 75%, but with the adoption of this plan could give the City an 80% federal cost share, and bringing the local share at 20% instead of 25%.

It is recommended The Council adopt the Ward County Debris Management Plan.

Documents:

[1-2018 Memo Ward County Debris Management Plan.pdf](#)
[Ward County Debris Management Plan.pdf](#)
[Minot Debris Routes.pdf](#)
[City of Minot.pdf](#)

5. SUMMER SOFTBALL TOURNAMENT LIQUOR USAGE

The City of Minot and the Police Department have always allowed the consumption of alcohol at the softball complexes during adult summer softball tournaments.

It is recommended the City Council continue to allow consumption of alcoholic beverages at the South Hill Complex and Sertoma Complex parking during weekend adult softball tournaments.

Documents:

[Liquor Use Memo to Council.docx](#)
[Liquor license.docx](#)

6. REQUEST TRANSIT ADVERTISING AGREEMENT WITH LUTHERAN SOCIAL SERVICES TO EXPIRE

Lutheran Social Services entered into an initial advertising agreement with Minot City Transit to advertise on the sides of one bus in April 2016. The initial agreement was for one year. This agreement was renewed in April 2017 for an additional year. In that signed agreement, it is stated that the City of Minot would provide an invoice for payment by the 15th of each month and payments would be due by the last day of that month. In the 21 months since the initial agreement was signed, they have been a month late on their payments 13 times, two months late 4 times, and three months late once.

It is recommended the Council allow the Transit Advertising Contract with Lutheran Social Service/Kelner Communication to expire on April 10, 2018 and to not renew this agreement.

Documents:

[MTC to let LSS Ad Contract Expire p3687.pdf](#)

7. LANDFILL DOZER (PROJECT NUMBER 4302)

On December 28, 2017 the Public Works Department opened bids for a track-type dozer for the landfill. There were three bidders.

- 1. Recommend Council award the bid for a lease on a new landfill dozer to RDO Equipment Co in the amount of \$37,745.15 per year for 5 years.**

Documents:

[4302 - Memo to council - Landfill Dozer award of bid.pdf](#)

8. SANITARY SEWER REHAB – LIFT STATIONS (4010)

Public Works has been working with Apex Engineering to rehab some older lift stations in the City. Some of these lifts have original pumps and equipment from the 1970s. In 2016, Apex provided design and construction engineering services to rehab Perkett, 16th St, and Muus lift stations. In 2017, we did similar work at Burdick and Carney Lifts. CC Steel was the low bidder for the project and they have completed all items remaining for the project.

- 1. Recommend Council approve the final payment amount of \$52,046.91 to CC Steel for the Lift Station Rehab project.**

Documents:

[Memo - CC Steel Final Payment.pdf](#)
[CC Steel pay app - final.pdf](#)

9. P3210.07 BID AWARD - NAWS MINOT WTP PHASE II IMPROVEMENTS

Under agreement with the State Water Commission, the City of Minot has a cost share for 35% on the NAWS project. The project has been advertised by the state water commission and a pre-bid meeting was held for bidders on December 1, 2017 at 11:00 am at Council Chambers. Bids were opened at the Office of the State Engineer on December 19, 2017.

It is recommended the Council concur with the award of the improvements at the Minot water plant expansion and approval of 35% cost share.

Documents:

[Memo 3210.07 naws - wtp phase II improvemnets - bid award.pdf](#)
[180208 NAWS Contract 7-1B Award.pdf](#)

10. DESIGN & CONSTRUCTION ENGINEERING P3135.2D SWIF REPAIR OF DEFICIENT CULVERTS

SWIF improvements, which included televising all culverts in the dead loops and penetrations into the river have been completed and we are now required to program a project to address these deficiencies.

- 1. It is recommended the City Council approve the construction engineering contract with Houston Engineering; and**
- 2. Authorize the Mayor to sign the agreement on behalf of the City.**

Documents:

[Memo approve engineering 3135.2d.pdf](#)
[Draft Minot SWIF Tasks Amendment No. 4.pdf](#)
[2018_SWIF_CIP_LOCATIONS.pdf](#)

11. REQUEST TO ADVERTISE FOR CONSULTANTS FOR FUTURE SWIF LEVEE DESIGN AND CONSTRUCTION ENGINEERING

Prior RFQ's were done for this work and a consultant selected to complete work to bring our existing levee system into compliance with USACE standards. This would allow public works to advertise and select consultants for future SWIF deficiency work for the next three years.

It is recommended the City Council authorize Public Works to advertise for engineering services for future SWIF CIP levee repair work on existing levee system.

Documents:

[Memo approve RFQ levee swif imp 3135.2E.pdf](#)

12. WASTEWATER TREATMENT FACILITY HYDRAULIC IMPROVEMENTS APEX ENGINEERING CONTRACT AMENDMENT (4202)

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.

- 1. It is recommended 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.**

Documents:

[4202 - Memo to council - construction contract approval.pdf](#)
[EXHIBIT K - Amendment No. 1.pdf](#)

13. WASTEWATER TREATMENT FACILITY HYDRAULIC IMPROVEMENTS- AWARD OF BID WAGNER CONSTRUCTION (4202)

On January 16, 2018 the City of Minot received sealed bids for the Wastewater Treatment Facility Hydraulic Improvements project. There were four bids received and Wagner Construction was the lowest responsible bidder in the amount of \$5,968,520.

- 1. It is recommended Council award the bid to Wagner Construction in the amount of \$5,968,520.00 for the WWTF Hydraulic Improvements project.**

Documents:

[4202 - Memo to council - award of bid.pdf](#)
[Letter Recomm Award - WWTF Hyd Imp.pdf](#)
[Bid Tabulation - Signed.pdf](#)

14. TRASH ORDINANCE

Last month City staff and Council took another look at the new trash ordinance that would mandate trash collection be performed by the City for all residential dwellings 4-plex and under. As a result of the discussion, staff was directed to draft an ordinance that is reflective of past practices and allows consideration for opting out of City trash collection.

It is recommended the Council pass an ordinance which strikes Section 14-103 and adds highlighted language to section 14-126 of the Minot Code of Ordinances.

Documents:

[trash ordinance memo.pdf](#)
[Garbage_Ordinance_Amendments_14_103.pdf](#)

15. PRESENTATION: RECYCLING IN MINOT

The Assistant Public Works Director will provide information on the recycling industry.

Documents:

[Recycling Memo.pdf](#)