



**PRELIMINARY AGENDA
CITY COMMISSION
APRIL 1, 2025
ED “BOSH” FROEHLICH MEETING ROOM
MANDAN CITY HALL
5:30 PM
WWW.CITYOFMANDAN.COM**

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The City of Mandan is encouraging citizens to provide their comments for agenda items via email to info@cityofmandan.com. Please provide your comments before Noon on the day of the meeting. Include the agenda item number your comment references. Comments will be forwarded to the Commissioners and appropriate departments.

A. ROLL CALL

1. Roll call of all City Commissioners

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. Bicycle Friendly Workshop May 21-22, 2025
2. Wear Blue Day Proclamation
3. Child Abuse Prevention Month Proclamation
4. Consider proclaiming April 13-19, 2025 as National Public Safety Telecommunications Week
5. Spring Clean Up Week April 19-26
6. Consider launch of 2025 Neighborhood Revitalization Initiative with Gate City Bank and Capital Credit Union

D. APPROVAL OF AGENDA

E. MINUTES

1. Consider approval of the following Board of City Commissioners meeting minutes:
 - a. March 18, 2025 regular meeting
 - b. March 25, 2025 special meeting

F. PUBLIC HEARING

1. Public Hearing for Street Improvement District 236, 1st Street Improvements Phase I

G. BIDS

1. Consider Municipal Concrete Contract Bids
2. Consider bids for Water Sewer District 65, Monte Drive
3. Consider award of the Rapid Rectangular Flashing Beacon Project
(*Documentation Forthcoming*)
4. Consider bids for the Water Treatment Plant Phase III Optimization Project

H. CONSENT AGENDA

1. Consider approval of the following raffle permits:
 - a. Central Dakota Forensic Nurse Examiners
 - b. Mandan's Monday Night Cruise Night
2. Consider the follownig special event permits:
 - a. Silver Dollar 3rd of July Street Dance
 - b. Mandan Progress Organization's Touch a Truck, May 17

I. OLD BUSINESS

J. NEW BUSINESS

1. Consider driveway width variance request for 1207 1st Street SW
2. Consider Task Order for Construction Oversight of the Rapid Rectangular Flashing Beacon Project
3. Consider a Task Order Amendment to include construction oversight of the

2025 Reconstruction Project - Monte Drive

4. Consider a 2025 budget amendment for the Tree Inventory project
5. Consider Amendment No. 3 for the Water Treatment Plant Phase III Optimization project
6. Request for Memorial Highway Improvements Project - West Half Pre-Construction Cost-Share
7. Legislative Update

K. RESOLUTIONS AND ORDINANCES

1. Second consideration of Ordinance 1460, a zone change from A - Agriculture and MC - Industrial to A - Agriculture for HRWTC Addition
2. Consider a Resolution establishing rates and charges for water meters

L. OTHER BUSINESS

M. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

- - April 15, 2025 at 5:30 p.m.
 - May 6, 2025 at 5:30 p.m.
 - May 20, 2025 at 5:30 p.m.

N. ADJOURN

Departmental planning meeting will be held the Monday prior to the Commission meeting, all Commissioners are invited, noon, Veterans' Conference Room. Please notify the city administrator by 8:30 a.m. that Monday if you plan on attending. If more than two commissioners plan on attending, proper public notice must be given.



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 17, 2025
SUBMITTING DEPARTMENT: Planning
DEPARTMENT DIRECTOR: Andrew Stromme
PRESENTER: Andrew Stromme, City Planner
SUBJECT: Bicycle Friendly Workshop May 21-22, 2025

STATEMENT/PURPOSE:

Bicycle Friendly Workshop May 21-22, 2025

BACKGROUND/ALTERNATIVES:

The League of American Bicyclists has graciously offered to host a Bicycle Friendly Community Workshop in Bismarck-Mandan in May, 2025. Details are included in the attached flyer.

ATTACHMENTS:

1. BFC Workshop Flyer

FISCAL IMPACT:

N/a

STAFF IMPACT:

N/a

LEGAL REVIEW:

This item has been reviewed as part of the agenda packet.

RECOMMENDATION:

SUGGESTED MOTION:



BICYCLE FRIENDLY COMMUNITY

2025 BFC WORKSHOP

YOU'RE INVITED!

Join us for the 2025 Bicycle Friendly Community Workshop!

This interactive session will assess how bike-friendly our community is, identify solutions to challenges, highlight strengths and areas for improvement, and explore ways to grow our bike network for all. The workshop will include a bike ride audit led by the Bismarck-Mandan-Lincoln Community.

Date: May 21-22, 2025

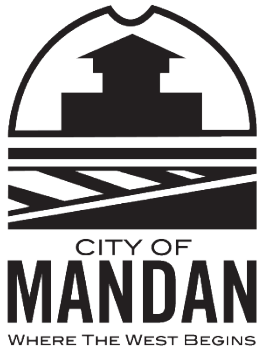
Location: Bismarck Public Works || 601 S 26th St.

Cost: FREE



SCAN THE QR CODE TO REGISTER:





PROCLAMATION

“Wear Blue Day”

April 1, 2025

WHEREAS, Families Flourish ND (PCAND) was founded in 1978 and is dedicated to strengthening families and preventing child abuse and neglect, particularly in North Dakota. FFND is a 501(c)3 and a chapter of Prevent Child abuse America; and

WHEREAS, Wear Blue Day (April 1, 2025) is a nation-wide event to create awareness all over the country. Citizens have worn blue as a symbol of the need to prevent child abuse and neglect. Blue is a nationally recognized color for child abuse prevention; and

WHEREAS, Families Flourish ND’s goal is to reduce child abuse and neglect to 0% by co-creating safe and nurturing environments for children; and

WHEREAS, Engaging in Wear Blue Day raises public awareness and prevention advocacy for children across the nation.

THEREFORE, BE IT RESOLVED that I James Froelich, Mayor of the City of Mandan, do hereby proclaim April 1, 2025 as Wear blue Day in the City of Mandan and encourage citizens to participate in Wear Blue Day to create an awareness of child abuse and neglect in North Dakota.

James Froelich,
President, Board of City Commissioners

Attest:

James Neubauer, City Administrator



PROCLAMATION

“Child Abuse Prevention Month”

April 2025

WHEREAS, children are vital to our city’s future success, prosperity and quality of life as well as being our most vulnerable assets.

WHEREAS, all children deserve to have safe, stable, nurturing homes and communities they need to foster their healthy growth and development;

WHEREAS, child abuse and neglect is a community responsibility affecting both the current and future quality of life in a community;

WHEREAS, communities that provide parents with social support, knowledge of parenting and child development and concrete resources they need to cope with stress and nurture their children ensure all children grow to their full potential;

WHEREAS, effective child abuse prevention strategies succeed because of partnerships created among citizens human service agencies, schools, faith communities, health care providers, civic organizations, law enforcement agencies, and the business community;

THEREFORE, I do hereby proclaim **April** as **Child Abuse Prevention Month** and call upon all citizens, community agencies, faith groups, medical facilities, elected leaders and business to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the community in which we live.

James Froelich,
President, Board of City Commissioners

Attest:

James Neubauer, City Administrator



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 24, 2025
SUBMITTING DEPARTMENT: Administration
DEPARTMENT DIRECTOR: Jim Neubauer
PRESENTER: Jim Neubauer, City Administrator
SUBJECT: National Public Safety Telecommunications Week
Proclamation April 13-19, 2025

STATEMENT/PURPOSE:

To consider proclaiming April 13-19, 2025 as National Public Safety Telecommunications Week,

BACKGROUND/ALTERNATIVES:

The Central Dakota Communications Center Board of Directors has declared April 13 – 19, 2025 as National Public Safety Telecommunications to honor the men and women of the Central Dakota Communications Center who dedicate themselves to helping keep our communities and our citizens safe.

ATTACHMENTS:

1. NPSTW Mandan 2025

FISCAL IMPACT:

n/a

STAFF IMPACT:

n/a

LEGAL REVIEW:

n/a

RECOMMENDATION:

I recommend proclaiming April 13-19, 2025 as National Public Safety Telecommunications Week.

City Commission

Agenda Documentation

April 1, 2025

Subject: Consider proclaiming April 13-19, 2025 as National Public Safety Telecommunications Week

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SUGGESTED MOTION:

I move to proclaim April 13-19, 2025 as National Public Safety Telecommunications Week.



PROCLAMATION

National Public Safety Telecommunications Week

April 13 – 19, 2025

Whereas, emergencies can occur at any time that require law enforcement, fire, or emergency medical services; and

Whereas, when an emergency occurs, the prompt response of law enforcement officers, firefighters, and emergency medical personnel is critical to the protection of life and preservation of property; and

Whereas, the safety of our law enforcement officers, firefighters, and emergency medical personnel is dependent upon the quality and accuracy of information obtained from citizens who call the Central Dakota Communications Center; and

Whereas, Public Safety Communications Specialists are the first, first responders, delivering essential pre-arrival instructions, and providing the most critical link that our citizens have with emergency services; and

Whereas, Public Safety Communications Specialists are the single vital link for our law enforcement officers, firefighters, and emergency medical personnel by monitoring their activities by radio, providing them information and insuring their safety; and

Whereas, Public Safety Communications Specialists of the Central Dakota Communications Center have contributed substantially to the apprehension of criminals, suppression of fires, and treatment of patients; and

Whereas, each Communications Specialist has exhibited compassion, understanding and professionalism during the performance of their duties in the past year;

Whereas, the Central Dakota Communications Center Board of Directors has declared April 13th – 19th, 2025 as National Public Safety Telecommunications to honor the men and women of the Central Dakota Communications Center who dedicate themselves to helping keep our communities and our citizens safe;

Therefore, Be it Resolved that the Board of City Commissioners for the City of Mandan joins the Central Dakota Communications Center Board of Directors and declares April 13th – 19th, 2025 as National Public Safety Telecommunications Week in the City of Mandan.

Signed this ____1st____ day of April, 2025.

James A. Froelich, President,
Board of City Commissioners



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 26, 2025
SUBMITTING DEPARTMENT: Public Works
DEPARTMENT DIRECTOR: Shane O'Keefe
PRESENTER: Shane O'Keefe, Public Works Director
SUBJECT: Spring Clean Up Week

STATEMENT/PURPOSE:

Spring Clean Up Week

BACKGROUND/ALTERNATIVES:

The Public Works Department annually sets aside a week for special waste collection and free dumping at the landfill for all city residents. This year, Spring Clean-Up Week is April 19-26. The City landfill will be open on Saturday, April 19 and Monday, April 21st through Saturday, April 26th from 8 a.m. to 4:45 p.m. Residents may place bulky items on the boulevard curb by 5 a.m. on your normally scheduled garbage days, but not more than 24 hours in advance of collection. Only items placed in front of resident houses on the boulevard will be picked up by crews.

Additional information is available at cityofmandan.com/cleanup.

ATTACHMENTS:

None

FISCAL IMPACT:

n/a

STAFF IMPACT:

n/a

LEGAL REVIEW:

n/a

RECOMMENDATION:

SUGGESTED MOTION:



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 26, 2025
SUBMITTING DEPARTMENT: Planning, Building Inspections, Assessing, Finance, Business Development + Communications
DEPARTMENT DIRECTOR: Andrew Stromme
PRESENTER: Andrew Stromme, City Planner
SUBJECT: Consider launch of 2025 Neighborhood Revitalization Initiative with Gate City Bank and Capital Credit Union

STATEMENT/PURPOSE:

Consider launch of 2025 Neighborhood Revitalization Initiative with Gate City Bank and Capital Credit Union

BACKGROUND/ALTERNATIVES:

The City of Mandan, in partnership with Gate City Bank and Capital Credit Union, is pleased to announce the launch of the 2025 Neighborhood Revitalization Initiative. This program is designed to promote reinvestment in Mandan's core neighborhoods by providing eligible homeowners with access to low-interest home equity loans to improve and enhance their properties.

Program Overview:

- Gate City Bank has allocated \$2 million in loans at an interest rate starting at 4.48% with repayment terms of 10 to 15 years.
- Capital Credit Union has allocated \$750,000 in loans at an interest rate starting at 4.49% APR with repayment terms of 10 to 15 years.

Loan amounts range from a minimum of \$10,000 to a maximum of \$100,000. Applications for the 2025 program are due by October 31, 2025.

Eligibility Requirements:

To qualify, the property must meet the following criteria:

- Located within Mandan city limits.

- Zoned for residential use.
- Outside of the 100-year floodplain.
- Owner-occupied, 1- or 2-unit, single-family home.
- Current on property taxes and special assessments.
- Assessed value under \$275,000.
- Home must be at least 40 years old.

Eligible Improvement Types:

Loan funds can be used for various home improvement projects, including:

- Foundation work (drain tile, bracing)
- Major exterior improvements (siding, roofing, windows, garages*)
- Addition of bedrooms or new living space
- Major interior remodeling (kitchen, bathroom) or system replacements (furnace, electrical)
- Landscaping, porches, decking, and retaining wall updates
- Water and sewer upgrades
- Radon mitigation
- Conversion of rental units to owner-occupied

Note: Garages must comply with zoning regulations. Variances would not be eligible for this program.

City staff will assist in reviewing applications to ensure compliance with program criteria, while Gate City Bank and Capital Credit Union will handle final credit reviews and loan approvals.

For more information or to access the application, visit cityofmandan.com/neighborhoodrevitalization

ATTACHMENTS:

None

FISCAL IMPACT:

N/a

City Commission

Agenda Documentation

April 1, 2025

Subject: Consider launch of 2025 Neighborhood Revitalization Initiative with Gate City Bank and Capital Credit Union

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STAFF IMPACT:

City staff will screen applications as done previously.

LEGAL REVIEW:

This item has been reviewed as part of the agenda packet.

RECOMMENDATION:

SUGGESTED MOTION:

The Mandan City Commission met in regular session at 5:30 PM on March 18, 2025 in the Ed “Bosh” Froehlich Meeting Room at City Hall, Mandan, North Dakota. Mayor Froelich called the meeting to order.

A. ROLL CALL

1. *Roll call of all City Commissioners.* Those present were Dennis Rohr, Mike Braun, James Froelich, Craig Sjoberg, Ryan Heinsohn. Department heads present were City Administrator Neubauer, Finance Director Welch, Assessor Markley, Human Resource Director Berger, Engineering Director Wigness, Police Chief Ziegler, Building Official Singer, Fire Chief Bitz, Public Works Director O'Keefe, Business Development & Communications Director Cermak, Planner Stromme, Communications Specialist Schmidt, CIS Manager Mischel and Attorney Oster.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Quarterly work anniversary recognition.* HR Director Berger and Mayor Froelich presented quarterly work anniversaries for those with 3,5,10,15,20, and 25 years of service in the first quarter of 2025.

D. APPROVAL OF AGENDA Commissioner Heinsohn moved and Commissioner Rohr seconded to approve as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

E. MINUTES

1. *Consider approval of the March 4, 2025 Board of City Commissioner meeting minutes.* Commissioner Sjoberg moved and Commissioner Rohr seconded to approve as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

F. PUBLIC HEARING

1. *Consider a zone change from A - Agriculture and MC - Industrial to A - Agriculture for Heart River Women's Transformational Center Addition.* Planner Stromme presented the item. Mayor Froelich opened the public hearing and invited the public to come forward to comment. A second and third invitation for comment was given. Hearing none, the public hearing closed.

G. BIDS

H. CONSENT AGENDA

1. *Consider approval of monthly bills.*
2. *Consider approval for the following budget amendments and transfers:.*
 - a. *Administration.*
 - b. *Fire Department.*
 - c. *Information Technology.*
 - d. *Finance Department.*
 - e. *Public Works.*
 - f. *Building Inspections.*
 - g. *Assessing.*

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- h. *Human Resources.*
 - i. *Engineering.*
 - j. *Planning Department.*
 - k. *Business Development & Communications.*
 3. *Consider approval to apply for the 2025 America The Beautiful Program Development Grant.*
 4. *Consider a Budget Amendment to the 2025 Public Works Cemetery Department Budget.*
 5. *Consider approval for the purchase of a Street loader with snowplow using sourcewell bid pricing.*
 6. *Consider approval of a raffle permit for Bismarck High Football Boosters Foundation.*
 7. *Consider approval of a 2025 Budget Amendment for the Police Department.*
 8. *Consider additional Engineering budget transfer and amendment requests.*
 9. *Consider approval of a task order amendment from Advanced Engineering and Environmental Services to perform a Sewer backup surcharge analysis for the City's long-term financial plan.* Commissioner Braun moved and Commissioner Sjoberg seconded to approve consent agenda items 1-9 including all sub-items as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

I. OLD BUSINESS

J. NEW BUSINESS

1. *Consider Memorial Highway Engineering Service Agreement and Project Update.* Engineer Wigness presented the item. Commissioner Heinsohn moved and Commissioner Sjoberg seconded to approve the amendment to our engineering service contract with HDR, as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.
2. *Consider acceptance of a State Homeland Security Grant through the North Dakota Department of Emergency Services..* Police Captain Haug presented the item. Commissioner Braun moved and Commissioner Heinsohn seconded to approve the acceptance of the Fiscal Year 2024 State Homeland Security Grant through the North Dakota Department of Emergency Services in the amount of \$135,000 and to amend the 2025 Police Department's Capital Outlay Budget \$135,000 for the purchase of the equipment. Roll Call vote: Aye 5, Nay 0. The motion passed.
3. *Legislative Update.* Administrator Neubauer presented an update on the legislative session. The item required no action.

K. RESOLUTIONS AND ORDINANCES

1. *Resolution Establishing Rates And Charges For Services At the Cemetery .* Public Works Director O'Keefe presented the resolution. Commissioner Heinsohn moved and Commissioner Braun seconded to approve the resolution establishing rates and charges for services from the Cemetery Fund. Roll Call vote: Aye 5, Nay 0. The motion passed.
2. *First Consideration of Ordinance 1460, a zone change from A - Agriculture and MC - Industrial to A - Agriculture for Heart River Women's Transformational Center Addition.* Planner Stromme presented the item. Commissioner Rohr moved and Commissioner Braun seconded to approve the first consideration of Ordinance 1460 contingent on a utility servicing plan being approved by the City of Mandan. Roll Call vote: Aye 5, Nay 0. The motion passed.

3. *Second and final consideration of Ordinance No.1462, which creates the prohibited camping ordinance.* Deputy Police Chief Bier presented the second and final consideration of the ordinance. There has been one minor change: the levy has been added as a place where camping is prohibited. One comment from the public was received and responded to. Commissioner Braun moved and Commissioner Sjoberg seconded to approve the second and final consideration of Ordinance No. 1462 as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

L. OTHER BUSINESS

M. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

- *March 25, 2025, at 5:30 p.m. Special Meeting, Working Session Long Range Financial Planning*
- *April 1, 2025, at 5:30 p.m. (Board of Equalization at 7 p.m.)*
- *April 8, 2025, at 5:30 p.m. Special Meeting, Working Session Long Range Financial Planning*
- *April 15, 2025 at 5:30 p.m.*
- *May 6, 2025 at 5:30 p.m.*

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N. ADJOURN There being no further business, the meeting adjourned at 6:09 p.m.

James Neubauer
City Administrator

James Froelich
Board of City Commissioners

The Mandan City Commission met in regular session at 5:30 PM on March 25, 2025 in the Ed “Bosh” Froehlich Meeting Room at City Hall, Mandan, North Dakota. Mayor Froelich called the meeting to order.

A. ROLL CALL

1. *Roll call of all City Commissioners.* Those present were Dennis Rohr, Mike Braun, James Froelich, Craig Sjoberg, Ryan Heinsohn. Department heads present were City Administrator Neubauer, Finance Director Welch, City Engineer Wigness, Assistant City Engineer McAdoo-Roesler, Police Chief Ziegler, Fire Chief Bitz, Business Development & Communications Director Cermak, Planner Stromme and Communications Specialist Schmidt.

B. THE PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA Commissioner Braun moved and Commissioner Sjoberg seconded to approve as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

D. NEW BUSINESS

1. *Long Term Financial Planning.* City Engineer Wigness and Assistant City Engineer McAdoo-Roesler came back to the Commission with part two of the capital improvement plan for 2025-2030.

E. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

Tuesday, April 1, 2025, at 5:30 p.m. (Board of Equalization at 7 p.m.)
Tuesday, April 8, 2025, at 5:30 p.m. Special Meeting, Working Session
Tuesday, April 15, 2025, at 5:30 p.m.
Tuesday, May 6, 2025, at 5:30 p.m..

F. ADJOURN There being no further business, the meeting adjourned at 7:26 a.m.

James Neubauer
City Administrator

James Froelich
Board of City Commissioners



City Commission

Agenda Documentation

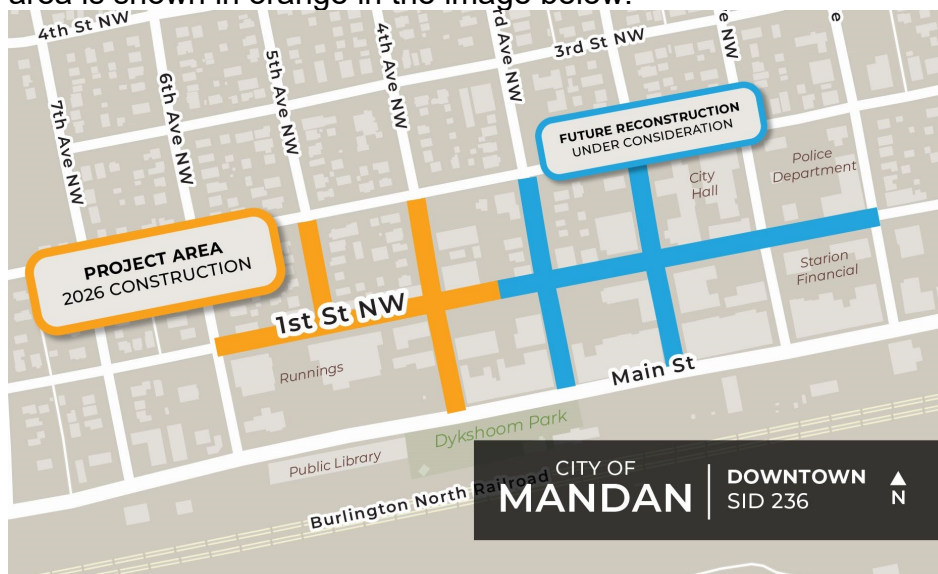
MEETING DATE: April 1, 2025
PREPARATION DATE: March 26, 2025
SUBMITTING DEPARTMENT: Engineering Department
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: To hear public comments on Street Improvement District 236

STATEMENT/PURPOSE:

For the public to comments on the proposed improvements along the 1st street corridor.

BACKGROUND/ALTERNATIVES:

This project consists of reconstructing 1st Street from 6th Avenue NW to 4th Avenue NW, along with 3rd and 4th Avenues between Main Street and 1st Street. The project area is shown in orange in the image below:



This project was awarded \$2.35M of federal funds through the Urban Grants Program to implement multi-modal safety and quality of life improvements. These would include

April 1, 2025

Subject: Public Hearing for Street Improvement District 236, 1st Street Improvements Phase I

Page 2 of 3

American Disability Act-compliant sidewalks, corrected angled parking, street reconstruction and utility replacement. A rendering of the proposed improvements are shown here:



On February 18th, the commission approved resolutions of necessity for SID 236. The publication dates of this resolution were February 21st and February 28th, with the protest period ending March 24th and being brought to the commission on April 1st. Due to complications, the resolution was not published on either of these dates. To address this, the engineering department updated the publication dates to March 21st and March 28th and extended the protest acceptance date to April 22nd.

ATTACHMENTS:

None

FISCAL IMPACT:

There is no financial impact associated with this agenda item.

STAFF IMPACT:

None.

LEGAL REVIEW:

All documents have been made available to the City Attorney for review.

RECOMMENDATION:

This is the first of two public input hearing that we will have for this project, no motion recommended.

SUGGESTED MOTION:

No motion required.



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 24, 2025
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Consider Municipal Concrete Contract Bids

STATEMENT/PURPOSE:

To review and possibly award a contract for the 2025 Municipal Concrete project.

BACKGROUND/ALTERNATIVES:

Annually, the Engineering Department administers a city-wide concrete replacement project, which is made available to interested citizens that have improvement needs in the Right of Way adjacent to their properties. Through this project, citizens are able to take advantage of financing their improvements through special assessments.

This contract is also utilized by Public Works to repair identified concrete issues around the City.

On March 21st, the City received and opened three bids for the project. The engineers' estimate for this project was \$77,000.

Nuss Construction - **\$78,543.50**

Brandoz concrete - \$94,560.00

Knife River corporation - \$106,905.10

ATTACHMENTS:

1. Resolution Approving Contract and Contractor's Bond
2. Proposal

FISCAL IMPACT:

The improvements associated with individual properties will be assessed back to the benefiting property. Improvements made at the request of Public Works, which have a broader impact, will be paid through the department's budget for street repairs.

STAFF IMPACT:

This contract will require moderate effort by the City to inspect work and administer the contract.

LEGAL REVIEW:

Agenda documents have been forwarded to the City Attorney for review.

RECOMMENDATION:

To award the Municipal Concrete project contract to Nuss Construction, as presented.

SUGGESTED MOTION:

I move to award the Municipal Concrete project contract to Nuss Construction, as presented.

RESOLUTION
APPROVING CONTRACTS AND CONTRACTORS' BONDS FOR
THE MUNICIPAL CONCRETE PROJECT
(Project No. 2025-05)

BE IT RESOLVED by the governing body of the City of Mandan, North Dakota (the "City"), as follows:

1. It is hereby found and determined that this Board has heretofore caused Notice for Advertisement for Bids to be made for the Municipal Concrete improvement project of said City, and has duly and publicly opened and considered said bids received pursuant to said Notice.
2. Said improvement is hereby ordered to be constructed in accordance with the plans and specifications therefore as heretofore adopted by this Board pursuant to a resolution duly adopted by this Board.
3. It is hereby found and determined that the lowest responsible bidder for various categories of the work, material and skill required for said improvement is Nuss Construction whose bid provides for the construction of said improvement at a total estimated base price of \$78,543.50.
4. The President of the Board of City Commissioners of the City of Mandan and City Auditor are hereby authorized and directed to make and enter into contracts with said bidders on the part of the City, in the form prescribed by §40-22-35 and §40-22-35, N.D.C.C. as amended, provided that said bidders shall within ten (10) days from this date execute said contract and a construction bond conditioned in accordance with the provisions of §40-22-30 and 40-22-32 of said Code.

Dated this 1st day of April, 2025

President Board of City Commissioners

Attest:

James Neubauer,
City Administrator

Proposal

2025 Municipal Sidewalk Improvement

February 18, 2025

Project No. 2025-05

To the Honorable President and members of the Board of City Commissioners
City of Mandan, Mandan, North Dakota

The undersigned hereby certifies that they have personally examined the location and construction details of work outlined on the plans and specifications for constructing, rebuilding and repairing sidewalks within the City of Mandan, ND, and has read and thoroughly understands the plans and specifications and contract documents governing the work embraced in this improvement in accordance with said plans, specifications and contract documents and at the following schedule of rates and prices:

Spec. Number	Item	Quantity	Unit	Unit Price	Total
201-3.2	TREE REMOVAL	0	E.A.	\$ 100.00	—
201-3.5	TREE ROOT CUTTING	0	E.A.	\$ 15.00	—
202-4.1	UNCLASSIFIED EXCAVATION	40	C.Y.	\$ 40.00	\$1600.00
501-4.5	SAWING CONCRETE	100	L.F.	\$ 10.00	\$1000.00
302-4.3A	BLENDED BASE	76	TON	\$ 45.00	\$3420.00
601-3.8	ADA CURB RAMPS	155	S.F.	\$ 19.00	\$2945.00
601-4.1	4 IN CONCRETE	1350	S.F.	\$ 14.50	\$19,575.00
601-4.3	4 IN CONCRETE REMOVAL	1445	S.F.	\$ 4.50	\$6502.50
602-4.1	6 IN CONCRETE	830	S.F.	\$ 15.50	\$12,865.00
602-4.3	6 IN CONCRETE REMOVAL	830	S.F.	\$ 5.00	\$4150.00
602-4.2	8 IN CONCRETE	0	S.F.	\$ 19.00	—
602-4.2A	8 IN CONCRETE REMOVAL	0	S.F.	\$ 7.00	—
603-5.4	8 IN CONCRETE VALLEY GUTTER	0	L.F.	\$ 100.00	—
603-5.3	STANDARD CURB & GUTTER	310	L.F.	\$ 75.00	\$23,250.00
603-5.6	CURB & GUTTER REMOVED	310	L.F.	\$ 10.00	\$3100.00
1202-4.2	SEEDING CLASS 2	17	S.Y.	\$ 8.00	\$136.00
1209-4.50	ADJUST CURB BOX	0	E.A.	\$ 100.00	—
602-4.2	CONCRETE STEPS	0	S.F.	\$ 45.00	—
601-3.9	SIDEWALK TRENCH GRATE	0	EA	\$850.00	—
1515	SHORT ORDER FEE	0	EA	\$200.00	—
1514	MINIMUM JOB	0	EA	\$800.00	—
1516	X INCH REINFORCED CONCRETE	0	S.F.	\$ 3.00	—
Estimated Cost					\$78,543.50
Engineering & Contingency					
Total Estimated Cost					

Signature of Bidder (Designate whether individual, partnership or corporation)

FIRM Nuss Construction

BY Chris Nuss

TITLE Owner

OFFICIAL ADDRESS

4181 28th Ave
STREET

Mandan, ND 58554
CITY AND STATE

N.D. Contractor's License:

Class C No. 57720

Date issued/renewed
3-1-25



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 26, 2025
SUBMITTING DEPARTMENT: Engineering Department
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Consider Bids for Water and Sewer District 65, Monte Drive Water Main replacement project

STATEMENT/PURPOSE:

To review construction bids for the Mandan 2025 Street and Water Reconstruction project.

BACKGROUND/ALTERNATIVES:

On March 18th, 5 bids were received and opened for Water & Sewer Improvement District 65. The low bid for the project was Strata Corporation. The bids were reviewed by Mandan and Moore Engineering staff. The low bid was less than the engineer's pre-bid cost estimate.

The project includes 25 blocks of cast iron water main replacement, installation of a Pressure Release Valve vault, sanitary sewer rehabilitation, and pavement restoration.

The project has received pre-construction funding from the DWR. Construction funding will be reviewed at the April 10th State Water Commission meeting.

ATTACHMENTS:

1. Bid Tabulation
2. Engineer's Statement of Estimate
3. Recommendation to Award
4. Notice of Award

FISCAL IMPACT:

The low bid was \$8,112,247.10. The total engineer's statement of cost, including contingencies, engineering, legal, bonding, and other costs associated with the project is \$10,270,311.81. The City has received a Department of Water Resources pre-

construction grant for \$232,658 and an application has been submitted to the Department of Water Resources for construction funding for \$4,539,708. The City has approved the use of Municipal Infrastructure Funds to pay down reconstruction items by 20%. The City will also utilize the Utility Fund to pay for water and sewer items. The remaining amount would be assessed to the benefiting properties.

STAFF IMPACT:

Significant effort working alongside Moore Engineering during the construction of the project.

LEGAL REVIEW:

All documents have been made available to the City Attorney for review.

RECOMMENDATION:

Award the construction contract to Strata Corporation for the 2025 Street and Water Reconstruction Project contingent upon Department of Water Resources construction funding.

SUGGESTED MOTION:

I move to award the construction contract to Strata Corporation for the 2025 Street and Water Reconstruction Project, as presented.



BID TABULATION

2025 Street and Water Improvements Project 2025-03

Water & Sewer Improvement District 65

Mandan, North Dakota

Project No. 24080

Bid Date: March 18, 2025

Strata Corporation
PO Box 13500
Grand Forks, ND 58203-3500

BEK Consulting, LLC
PO Box 1010
3180 Hwy 22 N
Dickinson, ND 58602

Meyer Contracting, Inc.
1100 93rd Avenue N
Maple Grove, MN 55369

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
BASE BID										
1.	12000.0000	Mobilization	L SUM	1	\$180,000.00	\$180,000.00	\$463,200.00	\$463,200.00	\$446,531.86	\$446,531.86
2.	15000.0000	Storm Water Management	L SUM	1	\$5,500.00	\$5,500.00	\$5,000.00	\$5,000.00	\$31,086.41	\$31,086.41
3.	704.1100	Traffic Control	L SUM	1	\$25,000.00	\$25,000.00	\$75,000.00	\$75,000.00	\$16,000.00	\$16,000.00
4.	15000.0000	Temporary Water	L SUM	1	\$200,000.00	\$200,000.00	\$180,000.00	\$180,000.00	\$185,363.92	\$185,363.92
5.	708.1540	Inlet Protection-Special	EA	4	\$250.00	\$1,000.00	\$310.00	\$1,240.00	\$295.00	\$1,180.00
6.	202.0130	Removal of Curb and Gutter	LF	4,900	\$6.25	\$30,625.00	\$13.00	\$63,700.00	\$12.26	\$60,074.00
7.	202.0114	Removal of Concrete Pavement	SY	3,280	\$40.00	\$131,200.00	\$13.00	\$42,640.00	\$9.79	\$32,111.20
8.	202.0210	Removal of Manhole	EA	2	\$2,750.00	\$5,500.00	\$1,500.00	\$3,000.00	\$585.83	\$1,171.66
9.	203.0101	Common Excavation-Type A (P)	CY	600	\$40.00	\$24,000.00	\$22.00	\$13,200.00	\$385.93	\$231,558.00
10.	411.0105	Milling Pavement Surface - 2"	SY	18,200	\$2.13	\$38,766.00	\$2.50	\$45,500.00	\$2.13	\$38,766.00
11.	306.0510	Full Depth Reclamation	SY	13,975	\$8.21	\$114,734.75	\$6.00	\$83,850.00	\$11.56	\$161,551.00
12.	230.0000	Subgrade Preparation-Type A-12In	SY	14,575	\$3.00	\$43,725.00	\$1.25	\$18,218.75	\$2.42	\$35,271.50
13.	1207-4.1	Geogrid Reinforcement	SY	14,575	\$6.15	\$89,636.25	\$6.00	\$87,450.00	\$8.63	\$125,782.25
14.	SP01-001	Pavement Reinforcing Fabric	SY	31,000	\$3.10	\$96,100.00	\$3.25	\$100,750.00	\$3.20	\$99,200.00
15.	302.0120	Aggregate Base Course CI 5	TON	5,500	\$51.00	\$280,500.00	\$60.00	\$330,000.00	\$57.49	\$316,195.00
16.	430.0043	Superpave FAA 42/43 - 2" Overlay	TON	4,500	\$116.00	\$522,000.00	\$127.00	\$571,500.00	\$125.00	\$562,500.00
17.	432.0043	Superpave FAA 42/43 - Patching	TON	3,300	\$135.00	\$445,500.00	\$196.00	\$646,800.00	\$140.00	\$462,000.00
18.	405-8.1	Emulsion and Asphalt Cement Sealants	LF	20,000	\$1.05	\$21,000.00	\$1.05	\$21,000.00	\$1.05	\$21,000.00
19.	405-8.6	Routed/Sawn Cracks	LF	2,200	\$2.50	\$5,500.00	\$2.50	\$5,500.00	\$2.50	\$5,500.00
20.	420.0111	Crs2P Emulsified Asphalt	GAL	13,860	\$3.75	\$51,975.00	\$3.50	\$48,510.00	\$3.76	\$52,113.60
21.	420.0125	Cover Coat Material CI 41M	TON	415	\$67.00	\$27,805.00	\$65.00	\$26,975.00	\$67.09	\$27,842.35
22.	401.0600	Fog Seal	SY	33,000	\$0.44	\$14,520.00	\$0.50	\$16,500.00	\$0.45	\$14,850.00
23.	748.0000	Valley Gutter Special	SY	475	\$145.00	\$68,875.00	\$185.00	\$87,875.00	\$150.00	\$71,250.00
24.	550.0100	8In Reinf Concrete Pavement CI Ye	SY	75	\$165.00	\$12,375.00	\$210.00	\$15,750.00	\$170.00	\$12,750.00
25.	748.0500	Curb Header-Type I	LF	700	\$48.00	\$33,600.00	\$65.00	\$45,500.00	\$58.73	\$41,111.00
26.	748.0140	Curb & Gutter-Type I	LF	4,900	\$55.00	\$269,500.00	\$70.00	\$343,000.00	\$66.73	\$326,977.00
27.	750.0100	Sidewalk Concrete	SY	2,280	\$89.00	\$202,920.00	\$120.00	\$273,600.00	\$141.26	\$322,072.80
28.	750.1000	Driveway Concrete	SY	550	\$111.00	\$61,050.00	\$140.00	\$77,000.00	\$152.08	\$83,644.00
29.	750.2115	Detectable Warning Panels	SF	650	\$33.00	\$21,450.00	\$35.00	\$22,750.00	\$38.00	\$24,700.00
30.	1210-4.41	Pavement Marking Film Grooved - 6" Line	LF	750	\$11.75	\$8,812.50	\$12.00	\$9,000.00	\$12.00	\$9,000.00
31.	1210-4.43	Pavement Marking Film Grooved - 24" Line	LF	160	\$49.00	\$7,840.00	\$55.00	\$8,800.00	\$50.00	\$8,000.00
32.	203.0505	Exploratory Excavation	HR	10	\$650.00	\$6,500.00	\$600.00	\$6,000.00	\$703.39	\$7,033.90



BID TABULATION

2025 Street and Water Improvements Project 2025-03

Water & Sewer Improvement District 65

Mandan, North Dakota

Project No. 24080

Bid Date: March 18, 2025

Strata Corporation
PO Box 13500
Grand Forks, ND 58203-3500

BEK Consulting, LLC
PO Box 1010
3180 Hwy 22 N
Dickinson, ND 58602

Meyer Contracting, Inc.
1100 93rd Avenue N
Maple Grove, MN 55369

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
33.	724.0430	Removal of Hydrant	EA	8	\$548.00	\$4,384.00	\$500.00	\$4,000.00	\$690.22	\$5,521.76
34.	312323.3300	Flowable Fill	CY	250	\$462.00	\$115,500.00	\$425.00	\$106,250.00	\$486.84	\$121,710.00
35.	24116.0000	Removal of Valve Pit	EA	4	\$1,900.00	\$7,600.00	\$1,750.00	\$7,000.00	\$3,117.92	\$12,471.68
36.	28213.3300	Removal of Asbestos Concrete Pipe	LF	20	\$108.00	\$2,160.00	\$100.00	\$2,000.00	\$165.98	\$3,319.60
37.	1209-4.11	1" Water Service Line	LF	4,850	\$49.00	\$237,650.00	\$45.00	\$218,250.00	\$35.02	\$169,847.00
38.	724.6101	1" Water Service Line - Trenchless	LF	280	\$103.00	\$28,840.00	\$95.00	\$26,600.00	\$83.18	\$23,290.40
39.	1209-4.40	1" Water Service Connection	EA	172	\$1,086.00	\$186,792.00	\$1,000.00	\$172,000.00	\$1,625.35	\$279,560.20
40.	1209-4.50	1" Curb Stop And 1" Curb Box	EA	172	\$1,090.00	\$187,480.00	\$1,000.00	\$172,000.00	\$1,644.14	\$282,792.08
41.	901-4.50	6" Gate Valve And Box	EA	9	\$4,891.00	\$44,019.00	\$4,500.00	\$40,500.00	\$3,683.06	\$33,147.54
42.	901-4.51	8" Gate Valve And Box	EA	24	\$5,975.00	\$143,400.00	\$5,500.00	\$132,000.00	\$4,861.30	\$116,671.20
43.	901-4.52	12" Gate Valve And Box	EA	8	\$9,780.00	\$78,240.00	\$9,000.00	\$72,000.00	\$8,131.29	\$65,050.32
44.	901-4.53	16" Gate Valve And Box	EA	3	\$20,500.00	\$61,500.00	\$19,000.00	\$57,000.00	\$18,102.59	\$54,307.77
45.	901-4.54	24" Gate Valve And Box	EA	6	\$47,500.00	\$285,000.00	\$44,000.00	\$264,000.00	\$44,220.68	\$265,324.08
46.	11 26 20	Pressure Reducing Valve Vault	L SUM	1	\$420,000.00	\$420,000.00	\$390,000.00	\$390,000.00	\$400,463.73	\$400,463.73
47.	901-4.70	6" Hydrant	EA	9	\$9,775.00	\$87,975.00	\$9,000.00	\$81,000.00	\$16,186.45	\$145,678.05
48.	901-4.10	Water Main - 6"	LF	170	\$108.00	\$18,360.00	\$100.00	\$17,000.00	\$91.53	\$15,560.10
49.	330130.2300	Water Main - 8" Pipe Burst	LF	1,450	\$200.00	\$290,000.00	\$185.00	\$268,250.00	\$157.08	\$227,766.00
50.	330507.1300	Water Main - 8" Directional Drill	LF	465	\$235.00	\$109,275.00	\$215.00	\$99,975.00	\$157.96	\$73,451.40
51.	901-4.11	Water Main - 8"	LF	4,350	\$127.00	\$552,450.00	\$117.00	\$508,950.00	\$102.87	\$447,484.50
52.	901-4.12	Water Main - 12"	LF	2,150	\$168.50	\$362,275.00	\$155.00	\$333,250.00	\$141.49	\$304,203.50
53.	901-4.13	Water Main - 16"	LF	250	\$280.00	\$70,000.00	\$260.00	\$65,000.00	\$448.67	\$112,167.50
54.	901-4.14	Water Main - 24"	LF	2,125	\$370.00	\$786,250.00	\$340.00	\$722,500.00	\$424.10	\$901,212.50
55.	901-XXX	Adjust Watermain (12 Inch and Under)	EA	4	\$16,850.00	\$67,400.00	\$15,500.00	\$62,000.00	\$15,180.32	\$60,721.28
56.	1206-4.2	Furnish & Adjust Manhole Casting	EA	28	\$1,500.00	\$42,000.00	\$2,200.00	\$61,600.00	\$2,221.21	\$62,193.88
57.	1209-4.1	6" Sewer Service Pipe	LF	190	\$210.00	\$39,900.00	\$195.00	\$37,050.00	\$83.56	\$15,876.40
58.	801-4.1	8" Sanitary Sewer Pipe	LF	260	\$140.00	\$36,400.00	\$130.00	\$33,800.00	\$142.33	\$37,005.80
59.	801-4.2	18" Sanitary Sewer Pipe	LF	10	\$461.00	\$4,610.00	\$425.00	\$4,250.00	\$364.07	\$3,640.70
60.	801-4.50	Wye Branch	EA	4	\$456.50	\$1,826.00	\$420.00	\$1,680.00	\$1,291.12	\$5,164.48
61.	801-4.63	Sanitary Sewer Manhole	EA	4	\$9,700.00	\$38,800.00	\$8,950.00	\$35,800.00	\$12,759.38	\$51,037.52
62.	801-XXXX	Sanitary Sewer Main Repair	LF	100	\$600.00	\$60,000.00	\$550.00	\$55,000.00	\$281.10	\$28,110.00
63.	330130.1100	Sanitary Sewer Service Televising	EA	28	\$600.00	\$16,800.00	\$550.00	\$15,400.00	\$718.33	\$20,113.24
64.	801-4.65	Sanitary Sewer Cleanout	EA	3	\$1,950.00	\$5,850.00	\$1,800.00	\$5,400.00	\$6,784.70	\$20,354.10
65.	330130.8100	Sanitary Sewer Manhole - Rehabilitate	EA	8	\$8,150.00	\$65,200.00	\$8,000.00	\$64,000.00	\$7,692.31	\$61,538.48

[C]=CORRECTED AMOUNT



BID TABULATION

2025 Street and Water Improvements Project 2025-03

Water & Sewer Improvement District 65

Mandan, North Dakota

Project No. 24080

Bid Date: March 18, 2025

Strata Corporation
PO Box 13500
Grand Forks, ND 58203-3500

BEK Consulting, LLC
PO Box 1010
3180 Hwy 22 N
Dickinson, ND 58602

Meyer Contracting, Inc.
1100 93rd Avenue N
Maple Grove, MN 55369

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
66.	1001-4.30	Relocate Street Light Pole	EA	4	\$8,500.00	\$34,000.00	\$5,000.00	\$20,000.00	\$3,500.00	\$14,000.00
67.	1212-4	Furnish & Install Sign	SF	8	\$310.00	\$2,480.00	\$55.00	\$440.00	\$50.00	\$400.00
68.	1212-4	Galvanized Stl. Posts - Telescoping Perf Tube	EA	2	\$435.00	\$870.00	\$325.00	\$650.00	\$300.00	\$600.00
69.	203.0109	Topsoil - 4"	SY	5,000	\$5.15	\$25,750.00	\$9.00	\$45,000.00	\$18.45	\$92,250.00
70.	235.0200	Hydraulic Mulch	SY	5,000	\$1.70	\$8,500.00	\$2.00	\$10,000.00	\$1.35	\$6,750.00
71.	1202-4.2	Seeding Class II	SY	5,000	\$2.15	\$10,750.00	\$4.00	\$20,000.00	\$3.60	\$18,000.00
72.	201-3.8	Tree Pruning	EA	75	\$145.00	\$10,875.00	\$600.00	\$45,000.00	\$150.00	\$11,250.00
73.	201-3.9	Shrub Pruning	LF	235	\$11.25	\$2,643.75	\$25.00	\$5,875.00	\$15.00	\$3,525.00
74.	201-3.2	Tree Removal	EA	8	\$2,150.00	\$17,200.00	\$1,950.00	\$15,600.00	\$800.00	\$6,400.00
TESTING ALLOWANCE										
TA1.	12000.0000	Testing Allowance	ALLOW	1	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
TOTAL (BASE BID + TESTING ALLOWANCE)						\$7,658,514.25		\$8,076,878.75		\$8,454,119.24
ALTERNATE A - SS RELINING										
A1	12000.0000	Mobilization	L SUM	1	\$17,700.00	\$17,700.00	\$21,130.00	\$21,130.00	\$28,061.22	\$28,061.22
A2	704.1100	Traffic Control	L SUM	1	\$2,200.00	\$2,200.00	\$19,800.00	\$19,800.00	\$16,000.00	\$16,000.00
A3	330130.1100	Televise Sewer Main - Pre-Construction	LF	9,020	\$7.52	\$67,830.40	\$7.50	\$67,650.00	\$3.32	\$29,946.40
A4	330130.1100	Televise Sewer Main - Post-Construction	LF	9,020	\$1.36	\$12,267.20	\$1.50	\$13,530.00	\$0.51	\$4,600.20
A5	330130.1100	Protruding Tap - Remove	EA	6	\$81.50	\$489.00	\$495.00	\$2,970.00	\$255.10	\$1,530.60
A6	330130.7200	Sanitary Sewer Reline - 8" CIPP	LF	6,200	\$29.35	\$181,970.00	\$30.00	\$186,000.00	\$32.40	\$200,880.00
A7	330130.7200	Sanitary Sewer Reline - 12" CIPP	LF	610	\$42.00	\$25,620.00	\$42.50	\$25,925.00	\$48.98	\$29,877.80
A8	330130.7200	Sanitary Sewer Reline - 15" CIPP	LF	75	\$150.00	\$11,250.00	\$152.00	\$11,400.00	\$142.86	\$10,714.50
A9	330130.7200	Sanitary Sewer Reline - 18" CIPP	LF	2,125	\$63.25	\$134,406.25	\$64.00	\$136,000.00	\$73.08	\$155,295.00
TOTAL (ALTERNATE 1)						\$453,732.85		\$484,405.00		\$476,905.72
TOTAL (BASE BID + TESTING ALLOWANCE + ALTERNATE 1)						\$8,112,247.10		\$8,561,283.75		\$8,931,024.96



BID TABULATION
2025 Street and Water Improvements Project 2025-03
Water & Sewer Improvement District 65
Mandan, North Dakota
Project No. 24080
Bid Date: March 18, 2025

Wagner Construction
3151 Hwy 53
International Falls, MN 56649

Crow River Construction
9150 187th Ave NE
New London, MN 56273

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
BASE BID								
1.	12000.0000	Mobilization	L SUM	1	\$810,000.00	\$810,000.00	\$960,000.00	\$960,000.00
2.	15000.0000	Storm Water Management	L SUM	1	\$6,800.00	\$6,800.00	\$7,500.00	\$7,500.00
3.	704.1100	Traffic Control	L SUM	1	\$5,900.00	\$5,900.00	\$6,200.00	\$6,200.00
4.	15000.0000	Temporary Water	L SUM	1	\$300,000.00	\$300,000.00	\$35,000.00	\$35,000.00
5.	708.1540	Inlet Protection-Special	EA	4	\$300.00	\$1,200.00	\$325.00	\$1,300.00
6.	202.0130	Removal of Curb and Gutter	LF	4,900	\$34.00	\$166,600.00	\$15.00	\$73,500.00
7.	202.0114	Removal of Concrete Pavement	SY	3,280	\$16.00	\$52,480.00	\$25.00	\$82,000.00
8.	202.0210	Removal of Manhole	EA	2	\$1,700.00	\$3,400.00	\$2,500.00	\$5,000.00
9.	203.0101	Common Excavation-Type A (P)	CY	600	\$16.00	\$9,600.00	\$17.50	\$10,500.00
10.	411.0105	Milling Pavement Surface - 2"	SY	18,200	\$2.25	\$40,950.00	\$6.00	\$109,200.00
11.	306.0510	Full Depth Reclamation	SY	13,975	\$1.85	\$25,853.75	\$12.50	\$174,687.50
12.	230.0000	Subgrade Preparation-Type A-12In	SY	14,575	\$2.50	\$36,437.50	\$15.00	\$218,625.00
13.	1207-4.1	Geogrid Reinforcement	SY	14,575	\$4.00	\$58,300.00	\$7.75	\$112,956.25
14.	SP01-001	Pavement Reinforcing Fabric	SY	31,000	\$3.40	\$105,400.00	\$4.00	\$124,000.00
15.	302.0120	Aggregate Base Course CI 5	TON	5,500	\$46.00	\$253,000.00	\$50.00	\$275,000.00
16.	430.0043	Superpave FAA 42/43 - 2" Overlay	TON	4,500	\$134.00	\$603,000.00	\$140.00	\$630,000.00
17.	432.0043	Superpave FAA 42/43 - Patching	TON	3,300	\$142.00	\$468,600.00	\$195.00	\$643,500.00
18.	405-8.1	Emulsion and Asphalt Cement Sealants	LF	20,000	\$1.10	\$22,000.00	\$1.25	\$25,000.00
19.	405-8.6	Routed/Sawn Cracks	LF	2,200	\$2.65	\$5,830.00	\$3.00	\$6,600.00
20.	420.0111	Crs2P Emulsified Asphalt	GAL	13,860	\$3.50	\$48,510.00	\$4.50	\$62,370.00
21.	420.0125	Cover Coat Material CI 41M	TON	415	\$63.70	\$26,435.50	\$80.00	\$33,200.00
22.	401.0600	Fog Seal	SY	33,000	\$0.40	\$13,200.00	\$0.50	\$16,500.00
23.	748.0000	Valley Gutter Special	SY	475	\$225.00	\$106,875.00	\$175.00	\$83,125.00
24.	550.0100	8In Reinf Concrete Pavement CI Ye	SY	75	\$252.00	\$18,900.00	\$200.00	\$15,000.00
25.	748.0500	Curb Header-Type I	LF	700	\$86.00	\$60,200.00	\$55.00	\$38,500.00
26.	748.0140	Curb & Gutter-Type I	LF	4,900	\$60.00	\$294,000.00	\$65.00	\$318,500.00
27.	750.0100	Sidewalk Concrete	SY	2,280	\$112.00	\$255,360.00	\$130.00	\$296,400.00
28.	750.1000	Driveway Concrete	SY	550	\$172.00	\$94,600.00	\$140.00	\$77,000.00
29.	750.2115	Detectable Warning Panels	SF	650	\$40.00	\$26,000.00	\$45.00	\$29,250.00
30.	1210-4.41	Pavement Marking Film Grooved - 6" Line	LF	750	\$13.00	\$9,750.00	\$10.00	\$7,500.00
31.	1210-4.43	Pavement Marking Film Grooved - 24" Line	LF	160	\$53.00	\$8,480.00	\$50.00	\$8,000.00
32.	203.0505	Exploratory Excavation	HR	10	\$750.00	\$7,500.00	\$250.00	\$2,500.00

[C]=CORRECTED AMOUNT



BID TABULATION
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Water & Sewer Improvement District 65
Mandan, North Dakota
Project No. 24080
Bid Date: March 18, 2025

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9150 187th Ave NE
New London, MN 56273

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
33.	724.0430	Removal of Hydrant	EA	8	\$1,000.00	\$8,000.00	\$1,500.00	\$12,000.00
34.	312323.3300	Flowable Fill	CY	250	\$200.00	\$50,000.00	\$170.00	\$42,500.00
35.	24116.0000	Removal of Valve Pit	EA	4	\$6,000.00	\$24,000.00	\$2,500.00	\$10,000.00
36.	28213.3300	Removal of Asbestos Concrete Pipe	LF	20	\$166.00	\$3,320.00	\$60.00	\$1,200.00
37.	1209-4.11	1" Water Service Line	LF	4,850	\$76.00	\$368,600.00	\$65.00	\$315,250.00
38.	724.6101	1" Water Service Line - Trenchless	LF	280	\$69.00	\$19,320.00	\$110.00	\$30,800.00
39.	1209-4.40	1" Water Service Connection	EA	172	\$1,200.00	\$206,400.00	\$1,750.00	\$301,000.00
40.	1209-4.50	1" Curb Stop And 1" Curb Box	EA	172	\$1,250.00	\$215,000.00	\$1,750.00	\$301,000.00
41.	901-4.50	6" Gate Valve And Box	EA	9	\$3,200.00	\$28,800.00	\$5,000.00	\$45,000.00
42.	901-4.51	8" Gate Valve And Box	EA	24	\$4,400.00	\$105,600.00	\$6,000.00	\$144,000.00
43.	901-4.52	12" Gate Valve And Box	EA	8	\$7,100.00	\$56,800.00	\$10,000.00	\$80,000.00
44.	901-4.53	16" Gate Valve And Box	EA	3	\$17,500.00	\$52,500.00	\$22,500.00	\$67,500.00
45.	901-4.54	24" Gate Valve And Box	EA	6	\$40,500.00	\$243,000.00	\$47,500.00	\$285,000.00
46.	11 26 20	Pressure Reducing Valve Vault	L SUM	1	\$366,000.00	\$366,000.00	\$475,000.00	\$475,000.00
47.	901-4.70	6" Hydrant	EA	9	\$8,500.00	\$76,500.00	\$18,500.00	\$166,500.00
48.	901-4.10	Water Main - 6"	LF	170	\$130.00	\$22,100.00	\$125.00	\$21,250.00
49.	330130.2300	Water Main - 8" Pipe Burst	LF	1,450	\$160.00	\$232,000.00	\$155.00	\$224,750.00
50.	330507.1300	Water Main - 8" Directional Drill	LF	465	\$129.00	\$59,985.00	\$175.00	\$81,375.00
51.	901-4.11	Water Main - 8"	LF	4,350	\$176.00	\$765,600.00	\$150.00	\$652,500.00
52.	901-4.12	Water Main - 12"	LF	2,150	\$202.00	\$434,300.00	\$175.00	\$376,250.00
53.	901-4.13	Water Main - 16"	LF	250	\$337.00	\$84,250.00	\$350.00	\$87,500.00
54.	901-4.14	Water Main - 24"	LF	2,125	\$432.00	\$918,000.00	\$390.00	\$828,750.00
55.	901-XXX	Adjust Watermain (12 Inch and Under)	EA	4	\$20,000.00	\$80,000.00	\$11,500.00	\$46,000.00
56.	1206-4.2	Furnish & Adjust Manhole Casting	EA	28	\$2,300.00	\$64,400.00	\$3,500.00	\$98,000.00
57.	1209-4.1	6" Sewer Service Pipe	LF	190	\$153.00	\$29,070.00	\$115.00	\$21,850.00
58.	801-4.1	8" Sanitary Sewer Pipe	LF	260	\$185.00	\$48,100.00	\$135.00	\$35,100.00
59.	801-4.2	18" Sanitary Sewer Pipe	LF	10	\$600.00	\$6,000.00	\$500.00	\$5,000.00
60.	801-4.50	Wye Branch	EA	4	\$300.00	\$1,200.00	\$750.00	\$3,000.00
61.	801-4.63	Sanitary Sewer Manhole	EA	4	\$12,500.00	\$50,000.00	\$13,500.00	\$54,000.00
62.	801-XXXX	Sanitary Sewer Main Repair	LF	100	\$475.00	\$47,500.00	\$155.00	\$15,500.00
63.	330130.1100	Sanitary Sewer Service Televising	EA	28	\$300.00	\$8,400.00	\$95.00	\$2,660.00
64.	801-4.65	Sanitary Sewer Cleanout	EA	3	\$8,900.00	\$26,700.00	\$1,750.00	\$5,250.00
65.	330130.8100	Sanitary Sewer Manhole - Rehabilitate	EA	8	\$8,000.00	\$64,000.00	\$10,500.00	\$84,000.00



BID TABULATION

2025 Street and Water Improvements Project 2025-03

Water & Sewer Improvement District 65

Mandan, North Dakota

Project No. 24080

Bid Date: March 18, 2025

Wagner Construction
3151 Hwy 53
International Falls, MN 56649

Crow River Construction
9150 187th Ave NE
New London, MN 56273

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
66.	1001-4.30	Relocate Street Light Pole	EA	4	\$15,000.00	\$60,000.00	\$5,000.00	\$20,000.00
67.	1212-4	Furnish & Install Sign	SF	8	\$37.00	\$296.00	\$40.00	\$320.00
68.	1212-4	Galvanized Stl. Posts - Telescoping Perf Tube	EA	2	\$200.00	\$400.00	\$250.00	\$500.00
69.	203.0109	Topsoil - 4"	SY	5,000	\$9.00	\$45,000.00	\$25.00	\$125,000.00
70.	235.0200	Hydraulic Mulch	SY	5,000	\$1.50	\$7,500.00	\$1.50	\$7,500.00
71.	1202-4.2	Seeding Class II	SY	5,000	\$4.00	\$20,000.00	\$4.00	\$20,000.00
72.	201-3.8	Tree Pruning	EA	75	\$150.00	\$11,250.00	\$400.00	\$30,000.00
73.	201-3.9	Shrub Pruning	LF	235	\$23.00	\$5,405.00	\$20.00	\$4,700.00
74.	201-3.2	Tree Removal	EA	8	\$1,600.00	\$12,800.00	\$750.00	\$6,000.00
TESTING ALLOWANCE								
TA1.	12000.0000	Testing Allowance	ALLOW	1	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
TOTAL (BASE BID + TESTING ALLOWANCE)						\$8,913,257.75		\$9,661,918.75
ALTERNATE A - SS RELINING								
A1	12000.0000	Mobilization	L SUM	1	\$31,400.00	\$31,400.00	\$60,000.00	\$60,000.00
A2	704.1100	Traffic Control	L SUM	1	\$9,000.00	\$9,000.00	\$10,000.00	\$10,000.00
A3	330130.1100	Televise Sewer Main - Pre-Construction	LF	9,020	\$3.45	\$31,119.00	\$11.25	\$101,475.00
A4	330130.1100	Televise Sewer Main - Post-Construction	LF	9,020	\$0.50	\$4,510.00	\$1.50	\$13,530.00
A5	330130.1100	Protruding Tap - Remove	EA	6	\$265.00	\$1,590.00	\$95.00	\$570.00
A6	330130.7200	Sanitary Sewer Reline - 8" CIPP	LF	6,200	\$34.00	\$210,800.00	\$36.50	\$226,300.00
A7	330130.7200	Sanitary Sewer Reline - 12" CIPP	LF	610	\$51.00	\$31,110.00	\$75.00	\$45,750.00
A8	330130.7200	Sanitary Sewer Reline - 15" CIPP	LF	75	\$149.00	\$11,175.00	\$220.00	\$16,500.00
A9	330130.7200	Sanitary Sewer Reline - 18" CIPP	LF	2,125	\$76.00	\$161,500.00	\$80.00	\$170,000.00
TOTAL (ALTERNATE 1)						\$492,204.00		\$644,125.00
TOTAL (BASE BID + TESTING ALLOWANCE + ALTERNATE 1)						\$9,405,461.75		\$10,306,043.75

2025 Street and Water Improvements Project 2025-03
Water & Sewer Improvement District 65
Mandan, North Dakota
Project No. 24080
ENGINEER'S STATEMENT OF ESTIMATED COST

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
BASE BID						
1.	12000.00	Mobilization	L SUM	1	\$180,000.00	\$180,000.00
2.	15000.00	Storm Water Management	L SUM	1	\$5,500.00	\$5,500.00
3.	704.11	Traffic Control	L SUM	1	\$25,000.00	\$25,000.00
4.	15000.00	Temporary Water	L SUM	1	\$200,000.00	\$200,000.00
5.	708.15	Inlet Protection-Special	EA	4	\$250.00	\$1,000.00
6.	202.01	Removal of Curb and Gutter	LF	4,900	\$6.25	\$30,625.00
7.	202.01	Removal of Concrete Pavement	SY	3,280	\$40.00	\$131,200.00
8.	202.02	Removal of Manhole	EA	2	\$2,750.00	\$5,500.00
9.	203.01	Common Excavation-Type A (P)	CY	600	\$40.00	\$24,000.00
10.	411.01	Milling Pavement Surface - 2"	SY	18,200	\$2.13	\$38,766.00
11.	306.05	Full Depth Reclamation	SY	13,975	\$8.21	\$114,734.75
12.	230.00	Subgrade Preparation-Type A-12In	SY	14,575	\$3.00	\$43,725.00
13.	1207-4.1	Geogrid Reinforcement	SY	14,575	\$6.15	\$89,636.25
14.	SP01-001	Pavement Reinforcing Fabric	SY	31,000	\$3.10	\$96,100.00
15.	302.01	Aggregate Base Course CI 5	TON	5,500	\$51.00	\$280,500.00
16.	430.00	Superpave FAA 42/43 - 2" Overlay	TON	4,500	\$116.00	\$522,000.00
17.	432.00	Superpave FAA 42/43 - Patching	TON	3,300	\$135.00	\$445,500.00
18.	405-8.1	Emulsion and Asphalt Cement Sealants	LF	20,000	\$1.05	\$21,000.00
19.	405-8.6	Routed/Sawn Cracks	LF	2,200	\$2.50	\$5,500.00
20.	420.01	Crs2P Emulsified Asphalt	GAL	13,860	\$3.75	\$51,975.00
21.	420.01	Cover Coat Material CI 41M	TON	415	\$67.00	\$27,805.00
22.	401.06	Fog Seal	SY	33,000	\$0.44	\$14,520.00
23.	748.00	Valley Gutter Special	SY	475	\$145.00	\$68,875.00
24.	550.01	8In Reinf Concrete Pavement CI Ye	SY	75	\$165.00	\$12,375.00
25.	748.05	Curb Header-Type I	LF	700	\$48.00	\$33,600.00
26.	748.01	Curb & Gutter-Type I	LF	4,900	\$55.00	\$269,500.00
27.	750.01	Sidewalk Concrete	SY	2,280	\$89.00	\$202,920.00
28.	750.10	Driveway Concrete	SY	550	\$111.00	\$61,050.00
29.	750.21	Detectable Warning Panels	SF	650	\$33.00	\$21,450.00
30.	1210-4.41	Pavement Marking Film Grooved - 6" Line	LF	750	\$11.75	\$8,812.50
31.	1210-4.43	Pavement Marking Film Grooved - 24" Line	LF	160	\$49.00	\$7,840.00
32.	203.05	Exploratory Excavation	HR	10	\$650.00	\$6,500.00
33.	724.04	Removal of Hydrant	EA	8	\$548.00	\$4,384.00
34.	312323.33	Flowable Fill	CY	250	\$462.00	\$115,500.00
35.	24116.00	Removal of Valve Pit	EA	4	\$1,900.00	\$7,600.00
36.	28213.33	Removal of Asbestos Concrete Pipe	LF	20	\$108.00	\$2,160.00
37.	1209-4.11	1" Water Service Line	LF	4,850	\$49.00	\$237,650.00
38.	724.61	1" Water Service Line - Trenchless	LF	280	\$103.00	\$28,840.00
39.	1209-4.40	1" Water Service Connection	EA	172	\$1,086.00	\$186,792.00
40.	1209-4.50	1" Curb Stop And 1" Curb Box	EA	172	\$1,090.00	\$187,480.00
41.	901-4.50	6" Gate Valve And Box	EA	9	\$4,891.00	\$44,019.00
42.	901-4.51	8" Gate Valve And Box	EA	24	\$5,975.00	\$143,400.00
43.	901-4.52	12" Gate Valve And Box	EA	8	\$9,780.00	\$78,240.00
44.	901-4.53	16" Gate Valve And Box	EA	3	\$20,500.00	\$61,500.00
45.	901-4.54	24" Gate Valve And Box	EA	6	\$47,500.00	\$285,000.00
46.	11 26 20	Pressure Reducing Valve Vault	L SUM	1	\$420,000.00	\$420,000.00
47.	901-4.70	6" Hydrant	EA	9	\$9,775.00	\$87,975.00
48.	901-4.10	Water Main - 6"	LF	170	\$108.00	\$18,360.00
49.	330130.23	Water Main - 8" Pipe Burst	LF	1,450	\$200.00	\$290,000.00

**2025 Street and Water Improvements Project 2025-03
Water & Sewer Improvement District 65
Mandan, North Dakota
Project No. 24080
ENGINEER'S STATEMENT OF ESTIMATED COST**

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
50.	330507.13	Water Main - 8" Directional Drill	LF	465	\$235.00	\$109,275.00
51.	901-4.11	Water Main - 8"	LF	4,350	\$127.00	\$552,450.00
52.	901-4.12	Water Main - 12"	LF	2,150	\$168.50	\$362,275.00
53.	901-4.13	Water Main - 16"	LF	250	\$280.00	\$70,000.00
54.	901-4.14	Water Main - 24"	LF	2,125	\$370.00	\$786,250.00
55.	901-XXX	Adjust Watermain (12 Inch and Under)	EA	4	\$16,850.00	\$67,400.00
56.	1206-4.2	Furnish & Adjust Manhole Casting	EA	28	\$1,500.00	\$42,000.00
57.	1209-4.1	6" Sewer Service Pipe	LF	190	\$210.00	\$39,900.00
58.	801-4.1	8" Sanitary Sewer Pipe	LF	260	\$140.00	\$36,400.00
59.	801-4.2	18" Sanitary Sewer Pipe	LF	10	\$461.00	\$4,610.00
60.	801-4.50	Wye Branch	EA	4	\$456.50	\$1,826.00
61.	801-4.63	Sanitary Sewer Manhole	EA	4	\$9,700.00	\$38,800.00
62.	801-XXXX	Sanitary Sewer Main Repair	LF	100	\$600.00	\$60,000.00
63.	330130.11	Sanitary Sewer Service Televising	EA	28	\$600.00	\$16,800.00
64.	801-4.65	Sanitary Sewer Cleanout	EA	3	\$1,950.00	\$5,850.00
65.	330130.81	Sanitary Sewer Manhole - Rehabilitate	EA	8	\$8,150.00	\$65,200.00
66.	1001-4.30	Relocate Street Light Pole	EA	4	\$8,500.00	\$34,000.00
67.	1212-4	Furnish & Install Sign	SF	8	\$310.00	\$2,480.00
68.	1212-4	Galvanized Stl. Posts - Telescoping Perf Tube	EA	2	\$435.00	\$870.00
69.	203.01	Topsoil - 4"	SY	5,000	\$5.15	\$25,750.00
70.	235.02	Hydraulic Mulch	SY	5,000	\$1.70	\$8,500.00
71.	1202-4.2	Seeding Class II	SY	5,000	\$2.15	\$10,750.00
72.	201-3.8	Tree Pruning	EA	75	\$145.00	\$10,875.00
73.	201-3.9	Shrub Pruning	LF	235	\$11.25	\$2,643.75
74.	201-3.2	Tree Removal	EA	8	\$2,150.00	\$17,200.00
TESTING ALLOWANCE						
TA1.	12000.00	Testing Allowance	ALLOW	1	\$40,000.00	\$40,000.00
ALTERNATE A - SS RELINING						
A1	12000.00	Mobilization	L SUM	1	\$17,700.00	\$17,700.00
A2	704.11	Traffic Control	L SUM	1	\$2,200.00	\$2,200.00
A3	330130.11	Televiser Sewer Main - Pre-Construction	LF	9,020	\$7.52	\$67,830.40
A4	330130.11	Televiser Sewer Main - Post-Construction	LF	9,020	\$1.36	\$12,267.20
A5	330130.11	Protruding Tap - Remove	EA	6	\$81.50	\$489.00
A6	330130.72	Sanitary Sewer Reline - 8" CIPP	LF	6,200	\$29.35	\$181,970.00
A7	330130.72	Sanitary Sewer Reline - 12" CIPP	LF	610	\$42.00	\$25,620.00
A8	330130.72	Sanitary Sewer Reline - 15" CIPP	LF	75	\$150.00	\$11,250.00
A9	330130.72	Sanitary Sewer Reline - 18" CIPP	LF	2,125	\$63.25	\$134,406.25
Total						\$8,112,247.10

Contingencies (~10%)	\$811,224.71
Studies and Reports	\$223,635.00
Design Engineering	\$484,705.00
Construction Phase	\$279,000.00
Resident Project Representative	\$320,500.00
Post-Construction Phase	\$25,500.00
Publishing & Assessing	\$6,000.00
Legal	\$7,500.00
TOTAL COST	\$10,270,311.81



4503 Coleman Street
Suite 105
Bismarck, ND 58503

P: 701-751-8360
F: 701-751-2954



March 25, 2025

City of Mandan
Jarek Wigness, City Engineer
205 2nd Ave NW
Mandan, ND 58554

RE: 2025 Street and Water Improvements
Project 2025-03
Water & Sewer Improvement District 65
Mandan, ND
Project No. 24080

Dear Mr. Wigness,

After reviewing the bids for said project, it is our recommendation that the City of Mandan award a contract to Strata Corporation for their low bid in the amount of \$8,112,247.10, which includes the following:

Base Bid	\$7,618,514.25
Testing Allowance	\$40,000.00
Alternate 1	\$453,732.85

Copies of the tabulation of the bids opened and the Engineer's Statement of Estimated Cost are enclosed for your review.

Please sign the Notice of Award and return it back to my attention. The signed Notice of Award will be included in the contracts between the City and Contractor.

Please call if you have any questions.

Sincerely,

Grant Dockter, PE
Project Manager

Enclosure(s)



BID TABULATION
2025 Street and Water Improvements Project 2025-03
Water & Sewer Improvement District 65
Mandan, North Dakota
Project No. 24080
Bid Date: March 18, 2025

Strata Corporation
PO Box 13500
Grand Forks, ND 58203-3500

BEK Consulting, LLC
PO Box 1010
3180 Hwy 22 N
Dickinson, ND 58602

Meyer Contracting, Inc.
1100 93rd Avenue N
Maple Grove, MN 55369

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
BASE BID										
1.	12000.0000	Mobilization	L SUM	1	\$180,000.00	\$180,000.00	\$463,200.00	\$463,200.00	\$446,531.86	\$446,531.86
2.	15000.0000	Storm Water Management	L SUM	1	\$5,500.00	\$5,500.00	\$5,000.00	\$5,000.00	\$31,086.41	\$31,086.41
3.	704.1100	Traffic Control	L SUM	1	\$25,000.00	\$25,000.00	\$75,000.00	\$75,000.00	\$16,000.00	\$16,000.00
4.	15000.0000	Temporary Water	L SUM	1	\$200,000.00	\$200,000.00	\$180,000.00	\$180,000.00	\$185,363.92	\$185,363.92
5.	708.1540	Inlet Protection-Special	EA	4	\$250.00	\$1,000.00	\$310.00	\$1,240.00	\$295.00	\$1,180.00
6.	202.0130	Removal of Curb and Gutter	LF	4,900	\$6.25	\$30,625.00	\$13.00	\$63,700.00	\$12.26	\$60,074.00
7.	202.0114	Removal of Concrete Pavement	SY	3,280	\$40.00	\$131,200.00	\$13.00	\$42,640.00	\$9.79	\$32,111.20
8.	202.0210	Removal of Manhole	EA	2	\$2,750.00	\$5,500.00	\$1,500.00	\$3,000.00	\$585.83	\$1,171.66
9.	203.0101	Common Excavation-Type A (P)	CY	600	\$40.00	\$24,000.00	\$22.00	\$13,200.00	\$385.93	\$231,558.00
10.	411.0105	Milling Pavement Surface - 2"	SY	18,200	\$2.13	\$38,766.00	\$2.50	\$45,500.00	\$2.13	\$38,766.00
11.	306.0510	Full Depth Reclamation	SY	13,975	\$8.21	\$114,734.75	\$6.00	\$83,850.00	\$11.56	\$161,551.00
12.	230.0000	Subgrade Preparation-Type A-12In	SY	14,575	\$3.00	\$43,725.00	\$1.25	\$18,218.75	\$2.42	\$35,271.50
13.	1207-4.1	Geogrid Reinforcement	SY	14,575	\$6.15	\$89,636.25	\$6.00	\$87,450.00	\$8.63	\$125,782.25
14.	SP01-001	Pavement Reinforcing Fabric	SY	31,000	\$3.10	\$96,100.00	\$3.25	\$100,750.00	\$3.20	\$99,200.00
15.	302.0120	Aggregate Base Course CI 5	TON	5,500	\$51.00	\$280,500.00	\$60.00	\$330,000.00	\$57.49	\$316,195.00
16.	430.0043	Superpave FAA 42/43 - 2" Overlay	TON	4,500	\$116.00	\$522,000.00	\$127.00	\$571,500.00	\$125.00	\$562,500.00
17.	432.0043	Superpave FAA 42/43 - Patching	TON	3,300	\$135.00	\$445,500.00	\$196.00	\$646,800.00	\$140.00	\$462,000.00
18.	405-8.1	Emulsion and Asphalt Cement Sealants	LF	20,000	\$1.05	\$21,000.00	\$1.05	\$21,000.00	\$1.05	\$21,000.00
19.	405-8.6	Routed/Sawn Cracks	LF	2,200	\$2.50	\$5,500.00	\$2.50	\$5,500.00	\$2.50	\$5,500.00
20.	420.0111	Crs2P Emulsified Asphalt	GAL	13,860	\$3.75	\$51,975.00	\$3.50	\$48,510.00	\$3.76	\$52,113.60
21.	420.0125	Cover Coat Material CI 41M	TON	415	\$67.00	\$27,805.00	\$65.00	\$26,975.00	\$67.09	\$27,842.35
22.	401.0600	Fog Seal	SY	33,000	\$0.44	\$14,520.00	\$0.50	\$16,500.00	\$0.45	\$14,850.00
23.	748.0000	Valley Gutter Special	SY	475	\$145.00	\$68,875.00	\$185.00	\$87,875.00	\$150.00	\$71,250.00
24.	550.0100	8In Reinf Concrete Pavement CI Ye	SY	75	\$165.00	\$12,375.00	\$210.00	\$15,750.00	\$170.00	\$12,750.00
25.	748.0500	Curb Header-Type I	LF	700	\$48.00	\$33,600.00	\$65.00	\$45,500.00	\$58.73	\$41,111.00
26.	748.0140	Curb & Gutter-Type I	LF	4,900	\$55.00	\$269,500.00	\$70.00	\$343,000.00	\$66.73	\$326,977.00
27.	750.0100	Sidewalk Concrete	SY	2,280	\$89.00	\$202,920.00	\$120.00	\$273,600.00	\$141.26	\$322,072.80
28.	750.1000	Driveway Concrete	SY	550	\$111.00	\$61,050.00	\$140.00	\$77,000.00	\$152.08	\$83,644.00
29.	750.2115	Detectable Warning Panels	SF	650	\$33.00	\$21,450.00	\$35.00	\$22,750.00	\$38.00	\$24,700.00
30.	1210-4.41	Pavement Marking Film Grooved - 6" Line	LF	750	\$11.75	\$8,812.50	\$12.00	\$9,000.00	\$12.00	\$9,000.00
31.	1210-4.43	Pavement Marking Film Grooved - 24" Line	LF	160	\$49.00	\$7,840.00	\$55.00	\$8,800.00	\$50.00	\$8,000.00
32.	203.0505	Exploratory Excavation	HR	10	\$650.00	\$6,500.00	\$600.00	\$6,000.00	\$703.39	\$7,033.90



BID TABULATION

2025 Street and Water Improvements Project 2025-03

Water & Sewer Improvement District 65

Mandan, North Dakota

Project No. 24080

Bid Date: March 18, 2025

Strata Corporation
PO Box 13500
Grand Forks, ND 58203-3500

BEK Consulting, LLC
PO Box 1010
3180 Hwy 22 N
Dickinson, ND 58602

Meyer Contracting, Inc.
1100 93rd Avenue N
Maple Grove, MN 55369

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
33.	724.0430	Removal of Hydrant	EA	8	\$548.00	\$4,384.00	\$500.00	\$4,000.00	\$690.22	\$5,521.76
34.	312323.3300	Flowable Fill	CY	250	\$462.00	\$115,500.00	\$425.00	\$106,250.00	\$486.84	\$121,710.00
35.	24116.0000	Removal of Valve Pit	EA	4	\$1,900.00	\$7,600.00	\$1,750.00	\$7,000.00	\$3,117.92	\$12,471.68
36.	28213.3300	Removal of Asbestos Concrete Pipe	LF	20	\$108.00	\$2,160.00	\$100.00	\$2,000.00	\$165.98	\$3,319.60
37.	1209-4.11	1" Water Service Line	LF	4,850	\$49.00	\$237,650.00	\$45.00	\$218,250.00	\$35.02	\$169,847.00
38.	724.6101	1" Water Service Line - Trenchless	LF	280	\$103.00	\$28,840.00	\$95.00	\$26,600.00	\$83.18	\$23,290.40
39.	1209-4.40	1" Water Service Connection	EA	172	\$1,086.00	\$186,792.00	\$1,000.00	\$172,000.00	\$1,625.35	\$279,560.20
40.	1209-4.50	1" Curb Stop And 1" Curb Box	EA	172	\$1,090.00	\$187,480.00	\$1,000.00	\$172,000.00	\$1,644.14	\$282,792.08
41.	901-4.50	6" Gate Valve And Box	EA	9	\$4,891.00	\$44,019.00	\$4,500.00	\$40,500.00	\$3,683.06	\$33,147.54
42.	901-4.51	8" Gate Valve And Box	EA	24	\$5,975.00	\$143,400.00	\$5,500.00	\$132,000.00	\$4,861.30	\$116,671.20
43.	901-4.52	12" Gate Valve And Box	EA	8	\$9,780.00	\$78,240.00	\$9,000.00	\$72,000.00	\$8,131.29	\$65,050.32
44.	901-4.53	16" Gate Valve And Box	EA	3	\$20,500.00	\$61,500.00	\$19,000.00	\$57,000.00	\$18,102.59	\$54,307.77
45.	901-4.54	24" Gate Valve And Box	EA	6	\$47,500.00	\$285,000.00	\$44,000.00	\$264,000.00	\$44,220.68	\$265,324.08
46.	11 26 20	Pressure Reducing Valve Vault	L SUM	1	\$420,000.00	\$420,000.00	\$390,000.00	\$390,000.00	\$400,463.73	\$400,463.73
47.	901-4.70	6" Hydrant	EA	9	\$9,775.00	\$87,975.00	\$9,000.00	\$81,000.00	\$16,186.45	\$145,678.05
48.	901-4.10	Water Main - 6"	LF	170	\$108.00	\$18,360.00	\$100.00	\$17,000.00	\$91.53	\$15,560.10
49.	330130.2300	Water Main - 8" Pipe Burst	LF	1,450	\$200.00	\$290,000.00	\$185.00	\$268,250.00	\$157.08	\$227,766.00
50.	330507.1300	Water Main - 8" Directional Drill	LF	465	\$235.00	\$109,275.00	\$215.00	\$99,975.00	\$157.96	\$73,451.40
51.	901-4.11	Water Main - 8"	LF	4,350	\$127.00	\$552,450.00	\$117.00	\$508,950.00	\$102.87	\$447,484.50
52.	901-4.12	Water Main - 12"	LF	2,150	\$168.50	\$362,275.00	\$155.00	\$333,250.00	\$141.49	\$304,203.50
53.	901-4.13	Water Main - 16"	LF	250	\$280.00	\$70,000.00	\$260.00	\$65,000.00	\$448.67	\$112,167.50
54.	901-4.14	Water Main - 24"	LF	2,125	\$370.00	\$786,250.00	\$340.00	\$722,500.00	\$424.10	\$901,212.50
55.	901-XXX	Adjust Watermain (12 Inch and Under)	EA	4	\$16,850.00	\$67,400.00	\$15,500.00	\$62,000.00	\$15,180.32	\$60,721.28
56.	1206-4.2	Furnish & Adjust Manhole Casting	EA	28	\$1,500.00	\$42,000.00	\$2,200.00	\$61,600.00	\$2,221.21	\$62,193.88
57.	1209-4.1	6" Sewer Service Pipe	LF	190	\$210.00	\$39,900.00	\$195.00	\$37,050.00	\$83.56	\$15,876.40
58.	801-4.1	8" Sanitary Sewer Pipe	LF	260	\$140.00	\$36,400.00	\$130.00	\$33,800.00	\$142.33	\$37,005.80
59.	801-4.2	18" Sanitary Sewer Pipe	LF	10	\$461.00	\$4,610.00	\$425.00	\$4,250.00	\$364.07	\$3,640.70
60.	801-4.50	Wye Branch	EA	4	\$456.50	\$1,826.00	\$420.00	\$1,680.00	\$1,291.12	\$5,164.48
61.	801-4.63	Sanitary Sewer Manhole	EA	4	\$9,700.00	\$38,800.00	\$8,950.00	\$35,800.00	\$12,759.38	\$51,037.52
62.	801-XXXX	Sanitary Sewer Main Repair	LF	100	\$600.00	\$60,000.00	\$550.00	\$55,000.00	\$281.10	\$28,110.00
63.	330130.1100	Sanitary Sewer Service Televising	EA	28	\$600.00	\$16,800.00	\$550.00	\$15,400.00	\$718.33	\$20,113.24
64.	801-4.65	Sanitary Sewer Cleanout	EA	3	\$1,950.00	\$5,850.00	\$1,800.00	\$5,400.00	\$6,784.70	\$20,354.10
65.	330130.8100	Sanitary Sewer Manhole - Rehabilitate	EA	8	\$8,150.00	\$65,200.00	\$8,000.00	\$64,000.00	\$7,692.31	\$61,538.48

[C]=CORRECTED AMOUNT



BID TABULATION

2025 Street and Water Improvements Project 2025-03

Water & Sewer Improvement District 65

Mandan, North Dakota

Project No. 24080

Bid Date: March 18, 2025

Strata Corporation
PO Box 13500
Grand Forks, ND 58203-3500

BEK Consulting, LLC
PO Box 1010
3180 Hwy 22 N
Dickinson, ND 58602

Meyer Contracting, Inc.
1100 93rd Avenue N
Maple Grove, MN 55369

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
66.	1001-4.30	Relocate Street Light Pole	EA	4	\$8,500.00	\$34,000.00	\$5,000.00	\$20,000.00	\$3,500.00	\$14,000.00
67.	1212-4	Furnish & Install Sign	SF	8	\$310.00	\$2,480.00	\$55.00	\$440.00	\$50.00	\$400.00
68.	1212-4	Galvanized Stl. Posts - Telescoping Perf Tube	EA	2	\$435.00	\$870.00	\$325.00	\$650.00	\$300.00	\$600.00
69.	203.0109	Topsoil - 4"	SY	5,000	\$5.15	\$25,750.00	\$9.00	\$45,000.00	\$18.45	\$92,250.00
70.	235.0200	Hydraulic Mulch	SY	5,000	\$1.70	\$8,500.00	\$2.00	\$10,000.00	\$1.35	\$6,750.00
71.	1202-4.2	Seeding Class II	SY	5,000	\$2.15	\$10,750.00	\$4.00	\$20,000.00	\$3.60	\$18,000.00
72.	201-3.8	Tree Pruning	EA	75	\$145.00	\$10,875.00	\$600.00	\$45,000.00	\$150.00	\$11,250.00
73.	201-3.9	Shrub Pruning	LF	235	\$11.25	\$2,643.75	\$25.00	\$5,875.00	\$15.00	\$3,525.00
74.	201-3.2	Tree Removal	EA	8	\$2,150.00	\$17,200.00	\$1,950.00	\$15,600.00	\$800.00	\$6,400.00
TESTING ALLOWANCE										
TA1.	12000.0000	Testing Allowance	ALLOW	1	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
TOTAL (BASE BID + TESTING ALLOWANCE)						\$7,658,514.25		\$8,076,878.75		\$8,454,119.24
ALTERNATE A - SS RELINING										
A1	12000.0000	Mobilization	L SUM	1	\$17,700.00	\$17,700.00	\$21,130.00	\$21,130.00	\$28,061.22	\$28,061.22
A2	704.1100	Traffic Control	L SUM	1	\$2,200.00	\$2,200.00	\$19,800.00	\$19,800.00	\$16,000.00	\$16,000.00
A3	330130.1100	Televise Sewer Main - Pre-Construction	LF	9,020	\$7.52	\$67,830.40	\$7.50	\$67,650.00	\$3.32	\$29,946.40
A4	330130.1100	Televise Sewer Main - Post-Construction	LF	9,020	\$1.36	\$12,267.20	\$1.50	\$13,530.00	\$0.51	\$4,600.20
A5	330130.1100	Protruding Tap - Remove	EA	6	\$81.50	\$489.00	\$495.00	\$2,970.00	\$255.10	\$1,530.60
A6	330130.7200	Sanitary Sewer Reline - 8" CIPP	LF	6,200	\$29.35	\$181,970.00	\$30.00	\$186,000.00	\$32.40	\$200,880.00
A7	330130.7200	Sanitary Sewer Reline - 12" CIPP	LF	610	\$42.00	\$25,620.00	\$42.50	\$25,925.00	\$48.98	\$29,877.80
A8	330130.7200	Sanitary Sewer Reline - 15" CIPP	LF	75	\$150.00	\$11,250.00	\$152.00	\$11,400.00	\$142.86	\$10,714.50
A9	330130.7200	Sanitary Sewer Reline - 18" CIPP	LF	2,125	\$63.25	\$134,406.25	\$64.00	\$136,000.00	\$73.08	\$155,295.00
TOTAL (ALTERNATE 1)						\$453,732.85		\$484,405.00		\$476,905.72
TOTAL (BASE BID + TESTING ALLOWANCE + ALTERNATE 1)						\$8,112,247.10		\$8,561,283.75		\$8,931,024.96



BID TABULATION
2025 Street and Water Improvements Project 2025-03
Water & Sewer Improvement District 65
Mandan, North Dakota
Project No. 24080
Bid Date: March 18, 2025

Wagner Construction
3151 Hwy 53
International Falls, MN 56649

Crow River Construction
9150 187th Ave NE
New London, MN 56273

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
BASE BID								
1.	12000.0000	Mobilization	L SUM	1	\$810,000.00	\$810,000.00	\$960,000.00	\$960,000.00
2.	15000.0000	Storm Water Management	L SUM	1	\$6,800.00	\$6,800.00	\$7,500.00	\$7,500.00
3.	704.1100	Traffic Control	L SUM	1	\$5,900.00	\$5,900.00	\$6,200.00	\$6,200.00
4.	15000.0000	Temporary Water	L SUM	1	\$300,000.00	\$300,000.00	\$35,000.00	\$35,000.00
5.	708.1540	Inlet Protection-Special	EA	4	\$300.00	\$1,200.00	\$325.00	\$1,300.00
6.	202.0130	Removal of Curb and Gutter	LF	4,900	\$34.00	\$166,600.00	\$15.00	\$73,500.00
7.	202.0114	Removal of Concrete Pavement	SY	3,280	\$16.00	\$52,480.00	\$25.00	\$82,000.00
8.	202.0210	Removal of Manhole	EA	2	\$1,700.00	\$3,400.00	\$2,500.00	\$5,000.00
9.	203.0101	Common Excavation-Type A (P)	CY	600	\$16.00	\$9,600.00	\$17.50	\$10,500.00
10.	411.0105	Milling Pavement Surface - 2"	SY	18,200	\$2.25	\$40,950.00	\$6.00	\$109,200.00
11.	306.0510	Full Depth Reclamation	SY	13,975	\$1.85	\$25,853.75	\$12.50	\$174,687.50
12.	230.0000	Subgrade Preparation-Type A-12In	SY	14,575	\$2.50	\$36,437.50	\$15.00	\$218,625.00
13.	1207-4.1	Geogrid Reinforcement	SY	14,575	\$4.00	\$58,300.00	\$7.75	\$112,956.25
14.	SP01-001	Pavement Reinforcing Fabric	SY	31,000	\$3.40	\$105,400.00	\$4.00	\$124,000.00
15.	302.0120	Aggregate Base Course CI 5	TON	5,500	\$46.00	\$253,000.00	\$50.00	\$275,000.00
16.	430.0043	Superpave FAA 42/43 - 2" Overlay	TON	4,500	\$134.00	\$603,000.00	\$140.00	\$630,000.00
17.	432.0043	Superpave FAA 42/43 - Patching	TON	3,300	\$142.00	\$468,600.00	\$195.00	\$643,500.00
18.	405-8.1	Emulsion and Asphalt Cement Sealants	LF	20,000	\$1.10	\$22,000.00	\$1.25	\$25,000.00
19.	405-8.6	Routed/Sawn Cracks	LF	2,200	\$2.65	\$5,830.00	\$3.00	\$6,600.00
20.	420.0111	Crs2P Emulsified Asphalt	GAL	13,860	\$3.50	\$48,510.00	\$4.50	\$62,370.00
21.	420.0125	Cover Coat Material CI 41M	TON	415	\$63.70	\$26,435.50	\$80.00	\$33,200.00
22.	401.0600	Fog Seal	SY	33,000	\$0.40	\$13,200.00	\$0.50	\$16,500.00
23.	748.0000	Valley Gutter Special	SY	475	\$225.00	\$106,875.00	\$175.00	\$83,125.00
24.	550.0100	8In Reinf Concrete Pavement CI Ye	SY	75	\$252.00	\$18,900.00	\$200.00	\$15,000.00
25.	748.0500	Curb Header-Type I	LF	700	\$86.00	\$60,200.00	\$55.00	\$38,500.00
26.	748.0140	Curb & Gutter-Type I	LF	4,900	\$60.00	\$294,000.00	\$65.00	\$318,500.00
27.	750.0100	Sidewalk Concrete	SY	2,280	\$112.00	\$255,360.00	\$130.00	\$296,400.00
28.	750.1000	Driveway Concrete	SY	550	\$172.00	\$94,600.00	\$140.00	\$77,000.00
29.	750.2115	Detectable Warning Panels	SF	650	\$40.00	\$26,000.00	\$45.00	\$29,250.00
30.	1210-4.41	Pavement Marking Film Grooved - 6" Line	LF	750	\$13.00	\$9,750.00	\$10.00	\$7,500.00
31.	1210-4.43	Pavement Marking Film Grooved - 24" Line	LF	160	\$53.00	\$8,480.00	\$50.00	\$8,000.00
32.	203.0505	Exploratory Excavation	HR	10	\$750.00	\$7,500.00	\$250.00	\$2,500.00

[C]=CORRECTED AMOUNT



BID TABULATION
2025 Street and Water Improvements Project 2025-03
Water & Sewer Improvement District 65
Mandan, North Dakota
Project No. 24080
Bid Date: March 18, 2025

Wagner Construction
3151 Hwy 53
International Falls, MN 56649

Crow River Construction
9150 187th Ave NE
New London, MN 56273

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
33.	724.0430	Removal of Hydrant	EA	8	\$1,000.00	\$8,000.00	\$1,500.00	\$12,000.00
34.	312323.3300	Flowable Fill	CY	250	\$200.00	\$50,000.00	\$170.00	\$42,500.00
35.	24116.0000	Removal of Valve Pit	EA	4	\$6,000.00	\$24,000.00	\$2,500.00	\$10,000.00
36.	28213.3300	Removal of Asbestos Concrete Pipe	LF	20	\$166.00	\$3,320.00	\$60.00	\$1,200.00
37.	1209-4.11	1" Water Service Line	LF	4,850	\$76.00	\$368,600.00	\$65.00	\$315,250.00
38.	724.6101	1" Water Service Line - Trenchless	LF	280	\$69.00	\$19,320.00	\$110.00	\$30,800.00
39.	1209-4.40	1" Water Service Connection	EA	172	\$1,200.00	\$206,400.00	\$1,750.00	\$301,000.00
40.	1209-4.50	1" Curb Stop And 1" Curb Box	EA	172	\$1,250.00	\$215,000.00	\$1,750.00	\$301,000.00
41.	901-4.50	6" Gate Valve And Box	EA	9	\$3,200.00	\$28,800.00	\$5,000.00	\$45,000.00
42.	901-4.51	8" Gate Valve And Box	EA	24	\$4,400.00	\$105,600.00	\$6,000.00	\$144,000.00
43.	901-4.52	12" Gate Valve And Box	EA	8	\$7,100.00	\$56,800.00	\$10,000.00	\$80,000.00
44.	901-4.53	16" Gate Valve And Box	EA	3	\$17,500.00	\$52,500.00	\$22,500.00	\$67,500.00
45.	901-4.54	24" Gate Valve And Box	EA	6	\$40,500.00	\$243,000.00	\$47,500.00	\$285,000.00
46.	11 26 20	Pressure Reducing Valve Vault	L SUM	1	\$366,000.00	\$366,000.00	\$475,000.00	\$475,000.00
47.	901-4.70	6" Hydrant	EA	9	\$8,500.00	\$76,500.00	\$18,500.00	\$166,500.00
48.	901-4.10	Water Main - 6"	LF	170	\$130.00	\$22,100.00	\$125.00	\$21,250.00
49.	330130.2300	Water Main - 8" Pipe Burst	LF	1,450	\$160.00	\$232,000.00	\$155.00	\$224,750.00
50.	330507.1300	Water Main - 8" Directional Drill	LF	465	\$129.00	\$59,985.00	\$175.00	\$81,375.00
51.	901-4.11	Water Main - 8"	LF	4,350	\$176.00	\$765,600.00	\$150.00	\$652,500.00
52.	901-4.12	Water Main - 12"	LF	2,150	\$202.00	\$434,300.00	\$175.00	\$376,250.00
53.	901-4.13	Water Main - 16"	LF	250	\$337.00	\$84,250.00	\$350.00	\$87,500.00
54.	901-4.14	Water Main - 24"	LF	2,125	\$432.00	\$918,000.00	\$390.00	\$828,750.00
55.	901-XXX	Adjust Watermain (12 Inch and Under)	EA	4	\$20,000.00	\$80,000.00	\$11,500.00	\$46,000.00
56.	1206-4.2	Furnish & Adjust Manhole Casting	EA	28	\$2,300.00	\$64,400.00	\$3,500.00	\$98,000.00
57.	1209-4.1	6" Sewer Service Pipe	LF	190	\$153.00	\$29,070.00	\$115.00	\$21,850.00
58.	801-4.1	8" Sanitary Sewer Pipe	LF	260	\$185.00	\$48,100.00	\$135.00	\$35,100.00
59.	801-4.2	18" Sanitary Sewer Pipe	LF	10	\$600.00	\$6,000.00	\$500.00	\$5,000.00
60.	801-4.50	Wye Branch	EA	4	\$300.00	\$1,200.00	\$750.00	\$3,000.00
61.	801-4.63	Sanitary Sewer Manhole	EA	4	\$12,500.00	\$50,000.00	\$13,500.00	\$54,000.00
62.	801-XXXX	Sanitary Sewer Main Repair	LF	100	\$475.00	\$47,500.00	\$155.00	\$15,500.00
63.	330130.1100	Sanitary Sewer Service Televising	EA	28	\$300.00	\$8,400.00	\$95.00	\$2,660.00
64.	801-4.65	Sanitary Sewer Cleanout	EA	3	\$8,900.00	\$26,700.00	\$1,750.00	\$5,250.00
65.	330130.8100	Sanitary Sewer Manhole - Rehabilitate	EA	8	\$8,000.00	\$64,000.00	\$10,500.00	\$84,000.00



BID TABULATION

2025 Street and Water Improvements Project 2025-03

Water & Sewer Improvement District 65

Mandan, North Dakota

Project No. 24080

Bid Date: March 18, 2025

Wagner Construction
3151 Hwy 53
International Falls, MN 56649

Crow River Construction
9150 187th Ave NE
New London, MN 56273

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
66.	1001-4.30	Relocate Street Light Pole	EA	4	\$15,000.00	\$60,000.00	\$5,000.00	\$20,000.00
67.	1212-4	Furnish & Install Sign	SF	8	\$37.00	\$296.00	\$40.00	\$320.00
68.	1212-4	Galvanized Stl. Posts - Telescoping Perf Tube	EA	2	\$200.00	\$400.00	\$250.00	\$500.00
69.	203.0109	Topsoil - 4"	SY	5,000	\$9.00	\$45,000.00	\$25.00	\$125,000.00
70.	235.0200	Hydraulic Mulch	SY	5,000	\$1.50	\$7,500.00	\$1.50	\$7,500.00
71.	1202-4.2	Seeding Class II	SY	5,000	\$4.00	\$20,000.00	\$4.00	\$20,000.00
72.	201-3.8	Tree Pruning	EA	75	\$150.00	\$11,250.00	\$400.00	\$30,000.00
73.	201-3.9	Shrub Pruning	LF	235	\$23.00	\$5,405.00	\$20.00	\$4,700.00
74.	201-3.2	Tree Removal	EA	8	\$1,600.00	\$12,800.00	\$750.00	\$6,000.00
TESTING ALLOWANCE								
TA1.	12000.0000	Testing Allowance	ALLOW	1	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
TOTAL (BASE BID + TESTING ALLOWANCE)						\$8,913,257.75		\$9,661,918.75
ALTERNATE A - SS RELINING								
A1	12000.0000	Mobilization	L SUM	1	\$31,400.00	\$31,400.00	\$60,000.00	\$60,000.00
A2	704.1100	Traffic Control	L SUM	1	\$9,000.00	\$9,000.00	\$10,000.00	\$10,000.00
A3	330130.1100	Televise Sewer Main - Pre-Construction	LF	9,020	\$3.45	\$31,119.00	\$11.25	\$101,475.00
A4	330130.1100	Televise Sewer Main - Post-Construction	LF	9,020	\$0.50	\$4,510.00	\$1.50	\$13,530.00
A5	330130.1100	Protruding Tap - Remove	EA	6	\$265.00	\$1,590.00	\$95.00	\$570.00
A6	330130.7200	Sanitary Sewer Reline - 8" CIPP	LF	6,200	\$34.00	\$210,800.00	\$36.50	\$226,300.00
A7	330130.7200	Sanitary Sewer Reline - 12" CIPP	LF	610	\$51.00	\$31,110.00	\$75.00	\$45,750.00
A8	330130.7200	Sanitary Sewer Reline - 15" CIPP	LF	75	\$149.00	\$11,175.00	\$220.00	\$16,500.00
A9	330130.7200	Sanitary Sewer Reline - 18" CIPP	LF	2,125	\$76.00	\$161,500.00	\$80.00	\$170,000.00
TOTAL (ALTERNATE 1)						\$492,204.00		\$644,125.00
TOTAL (BASE BID + TESTING ALLOWANCE + ALTERNATE 1)						\$9,405,461.75		\$10,306,043.75

2025 Street and Water Improvements Project 2025-03
Water & Sewer Improvement District 65
Mandan, North Dakota
Project No. 24080
ENGINEER'S STATEMENT OF ESTIMATED COST

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
BASE BID						
1.	12000.00	Mobilization	L SUM	1	\$180,000.00	\$180,000.00
2.	15000.00	Storm Water Management	L SUM	1	\$5,500.00	\$5,500.00
3.	704.11	Traffic Control	L SUM	1	\$25,000.00	\$25,000.00
4.	15000.00	Temporary Water	L SUM	1	\$200,000.00	\$200,000.00
5.	708.15	Inlet Protection-Special	EA	4	\$250.00	\$1,000.00
6.	202.01	Removal of Curb and Gutter	LF	4,900	\$6.25	\$30,625.00
7.	202.01	Removal of Concrete Pavement	SY	3,280	\$40.00	\$131,200.00
8.	202.02	Removal of Manhole	EA	2	\$2,750.00	\$5,500.00
9.	203.01	Common Excavation-Type A (P)	CY	600	\$40.00	\$24,000.00
10.	411.01	Milling Pavement Surface - 2"	SY	18,200	\$2.13	\$38,766.00
11.	306.05	Full Depth Reclamation	SY	13,975	\$8.21	\$114,734.75
12.	230.00	Subgrade Preparation-Type A-12In	SY	14,575	\$3.00	\$43,725.00
13.	1207-4.1	Geogrid Reinforcement	SY	14,575	\$6.15	\$89,636.25
14.	SP01-001	Pavement Reinforcing Fabric	SY	31,000	\$3.10	\$96,100.00
15.	302.01	Aggregate Base Course CI 5	TON	5,500	\$51.00	\$280,500.00
16.	430.00	Superpave FAA 42/43 - 2" Overlay	TON	4,500	\$116.00	\$522,000.00
17.	432.00	Superpave FAA 42/43 - Patching	TON	3,300	\$135.00	\$445,500.00
18.	405-8.1	Emulsion and Asphalt Cement Sealants	LF	20,000	\$1.05	\$21,000.00
19.	405-8.6	Routed/Sawn Cracks	LF	2,200	\$2.50	\$5,500.00
20.	420.01	Crs2P Emulsified Asphalt	GAL	13,860	\$3.75	\$51,975.00
21.	420.01	Cover Coat Material CI 41M	TON	415	\$67.00	\$27,805.00
22.	401.06	Fog Seal	SY	33,000	\$0.44	\$14,520.00
23.	748.00	Valley Gutter Special	SY	475	\$145.00	\$68,875.00
24.	550.01	8In Reinf Concrete Pavement CI Ye	SY	75	\$165.00	\$12,375.00
25.	748.05	Curb Header-Type I	LF	700	\$48.00	\$33,600.00
26.	748.01	Curb & Gutter-Type I	LF	4,900	\$55.00	\$269,500.00
27.	750.01	Sidewalk Concrete	SY	2,280	\$89.00	\$202,920.00
28.	750.10	Driveway Concrete	SY	550	\$111.00	\$61,050.00
29.	750.21	Detectable Warning Panels	SF	650	\$33.00	\$21,450.00
30.	1210-4.41	Pavement Marking Film Grooved - 6" Line	LF	750	\$11.75	\$8,812.50
31.	1210-4.43	Pavement Marking Film Grooved - 24" Line	LF	160	\$49.00	\$7,840.00
32.	203.05	Exploratory Excavation	HR	10	\$650.00	\$6,500.00
33.	724.04	Removal of Hydrant	EA	8	\$548.00	\$4,384.00
34.	312323.33	Flowable Fill	CY	250	\$462.00	\$115,500.00
35.	24116.00	Removal of Valve Pit	EA	4	\$1,900.00	\$7,600.00
36.	28213.33	Removal of Asbestos Concrete Pipe	LF	20	\$108.00	\$2,160.00
37.	1209-4.11	1" Water Service Line	LF	4,850	\$49.00	\$237,650.00
38.	724.61	1" Water Service Line - Trenchless	LF	280	\$103.00	\$28,840.00
39.	1209-4.40	1" Water Service Connection	EA	172	\$1,086.00	\$186,792.00
40.	1209-4.50	1" Curb Stop And 1" Curb Box	EA	172	\$1,090.00	\$187,480.00
41.	901-4.50	6" Gate Valve And Box	EA	9	\$4,891.00	\$44,019.00
42.	901-4.51	8" Gate Valve And Box	EA	24	\$5,975.00	\$143,400.00
43.	901-4.52	12" Gate Valve And Box	EA	8	\$9,780.00	\$78,240.00
44.	901-4.53	16" Gate Valve And Box	EA	3	\$20,500.00	\$61,500.00
45.	901-4.54	24" Gate Valve And Box	EA	6	\$47,500.00	\$285,000.00
46.	11 26 20	Pressure Reducing Valve Vault	L SUM	1	\$420,000.00	\$420,000.00
47.	901-4.70	6" Hydrant	EA	9	\$9,775.00	\$87,975.00
48.	901-4.10	Water Main - 6"	LF	170	\$108.00	\$18,360.00
49.	330130.23	Water Main - 8" Pipe Burst	LF	1,450	\$200.00	\$290,000.00

**2025 Street and Water Improvements Project 2025-03
Water & Sewer Improvement District 65
Mandan, North Dakota
Project No. 24080
ENGINEER'S STATEMENT OF ESTIMATED COST**

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
50.	330507.13	Water Main - 8" Directional Drill	LF	465	\$235.00	\$109,275.00
51.	901-4.11	Water Main - 8"	LF	4,350	\$127.00	\$552,450.00
52.	901-4.12	Water Main - 12"	LF	2,150	\$168.50	\$362,275.00
53.	901-4.13	Water Main - 16"	LF	250	\$280.00	\$70,000.00
54.	901-4.14	Water Main - 24"	LF	2,125	\$370.00	\$786,250.00
55.	901-XXX	Adjust Watermain (12 Inch and Under)	EA	4	\$16,850.00	\$67,400.00
56.	1206-4.2	Furnish & Adjust Manhole Casting	EA	28	\$1,500.00	\$42,000.00
57.	1209-4.1	6" Sewer Service Pipe	LF	190	\$210.00	\$39,900.00
58.	801-4.1	8" Sanitary Sewer Pipe	LF	260	\$140.00	\$36,400.00
59.	801-4.2	18" Sanitary Sewer Pipe	LF	10	\$461.00	\$4,610.00
60.	801-4.50	Wye Branch	EA	4	\$456.50	\$1,826.00
61.	801-4.63	Sanitary Sewer Manhole	EA	4	\$9,700.00	\$38,800.00
62.	801-XXXX	Sanitary Sewer Main Repair	LF	100	\$600.00	\$60,000.00
63.	330130.11	Sanitary Sewer Service Televising	EA	28	\$600.00	\$16,800.00
64.	801-4.65	Sanitary Sewer Cleanout	EA	3	\$1,950.00	\$5,850.00
65.	330130.81	Sanitary Sewer Manhole - Rehabilitate	EA	8	\$8,150.00	\$65,200.00
66.	1001-4.30	Relocate Street Light Pole	EA	4	\$8,500.00	\$34,000.00
67.	1212-4	Furnish & Install Sign	SF	8	\$310.00	\$2,480.00
68.	1212-4	Galvanized Stl. Posts - Telescoping Perf Tube	EA	2	\$435.00	\$870.00
69.	203.01	Topsoil - 4"	SY	5,000	\$5.15	\$25,750.00
70.	235.02	Hydraulic Mulch	SY	5,000	\$1.70	\$8,500.00
71.	1202-4.2	Seeding Class II	SY	5,000	\$2.15	\$10,750.00
72.	201-3.8	Tree Pruning	EA	75	\$145.00	\$10,875.00
73.	201-3.9	Shrub Pruning	LF	235	\$11.25	\$2,643.75
74.	201-3.2	Tree Removal	EA	8	\$2,150.00	\$17,200.00
TESTING ALLOWANCE						
TA1.	12000.00	Testing Allowance	ALLOW	1	\$40,000.00	\$40,000.00
ALTERNATE A - SS RELINING						
A1	12000.00	Mobilization	L SUM	1	\$17,700.00	\$17,700.00
A2	704.11	Traffic Control	L SUM	1	\$2,200.00	\$2,200.00
A3	330130.11	Televise Sewer Main - Pre-Construction	LF	9,020	\$7.52	\$67,830.40
A4	330130.11	Televise Sewer Main - Post-Construction	LF	9,020	\$1.36	\$12,267.20
A5	330130.11	Protruding Tap - Remove	EA	6	\$81.50	\$489.00
A6	330130.72	Sanitary Sewer Reline - 8" CIPP	LF	6,200	\$29.35	\$181,970.00
A7	330130.72	Sanitary Sewer Reline - 12" CIPP	LF	610	\$42.00	\$25,620.00
A8	330130.72	Sanitary Sewer Reline - 15" CIPP	LF	75	\$150.00	\$11,250.00
A9	330130.72	Sanitary Sewer Reline - 18" CIPP	LF	2,125	\$63.25	\$134,406.25
Total						\$8,112,247.10
Contingencies (~10%)						\$811,224.71
Studies and Reports						\$223,635.00
Design Engineering						\$484,705.00
Construction Phase						\$279,000.00
Resident Project Representative						\$320,500.00
Post-Construction Phase						\$25,500.00
Publishing & Assessing						\$6,000.00
Legal						\$7,500.00
TOTAL COST						\$10,270,311.81

NOTICE OF AWARD

Date of Issuance: 04/01/2025
Owner: City of Mandan Owner's Project No.: 2025-03
Engineer: Moore Engineering, Inc. Engineer's Project No.: 24080
Project: 2025 Street and Water Improvements Project 2025-03
Contract Name: Water & Sewer Improvement District 65
Bidder: Strata Corporation
Bidder's Address: PO Box 13500, Grand Forks, ND 58203-3500

You are notified that Owner has accepted your Bid dated March 18, 2025 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: 2025 Street and Water Improvements Project 2025-03.

The Contract Price of the awarded Contract is \$8,112,247.10 . Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

Three (3) unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☐ Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 10 days of the date of receipt of this Notice of Award:

1. Deliver to Owner three (3) counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: City of Mandan

By (signature): _____

Name (printed): Jim Neubauer

Title: Auditor/City Administrator

Copy: Engineer



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 26, 2025
SUBMITTING DEPARTMENT:
DEPARTMENT DIRECTOR:
PRESENTER:
SUBJECT:

STATEMENT/PURPOSE:

BACKGROUND/ALTERNATIVES:

ATTACHMENTS:

1. Notice of Bids

FISCAL IMPACT:

STAFF IMPACT:

LEGAL REVIEW:

RECOMMENDATION:

SUGGESTED MOTION:

March 21, 2025

Jarek Wigness
City Engineer
205 Second Avenue NW
Mandan, ND 58554

**PROJECT: HEU-CPU-1-988(051), PCN 24054 - MORTON CO; COLLINS AVE & 3RD ST NW/NE;
MAIN ST & 2ND AVE NW; 1ST ST NE & 6TH AVE NE; 46TH AVE SE, N OF MCKENZE
DR TO WATERPARK LOOP SE - MANDAN**

Dear Mr. Wigness;

Bids for the construction on the above noted project were taken at our bid opening of March 21, 2025. A copy of the Contract Detail Estimate and Abstract of Bids are enclosed.

The low bid for ADA RAMPS, BULB-OUTS, SIDEWALK, RRFBS, PAVEMENT MARKING, SIGNING was submitted by Knife River Corporation-North Central of Sauk Rapids, MN in the amount of \$498,589.05. According to the agreement with the City of Mandan, the City's share for **HEU-CPU-1-988(051)** is estimated to be \$261,096.49. Federal Funds obligated for this project shall not exceed 90 percent of the total eligible project cost up to a maximum of \$287,351.46. The balance of the project cost is the obligation of the City.

The Department will review the low bidder's proposal to assure that the Disadvantaged Business Enterprise Program requirements have been met. Upon review of the contractor's Disadvantaged Business Enterprise Program, the Department will advise you via email whether this project may be awarded. The City must award the contract before the Department will concur in the award; therefore, the City must notify the Department in writing as soon as possible after the award is made. Contracts cannot be executed prior to the date of the Department's concurrence.

Questions should be addressed to the Construction Services Division at 701-328-2566.

Sincerely,



Phillip Murdoff, PE
Construction Services Engineer

80/pm/jmm
Enclosure

North Dakota **FEDERAL AID**

Project Number: **HEU-CPU-1-988(051)**

PCN: **24054**

Job Number: **24054**

Bid Opening Date: **3/21/2025**

English/Metric: **ENGLISH**

Signed Date:

Contract with **KNIFE RIVER CORPORATION - NORTH CENTRAL SAUK RAPIDS, MN**

County(s): **MORTON**

Location: **COLLINS AVE & 3RD ST NW/NE; MAIN ST & 2ND AVE NW; 1ST ST NE & 6TH AVE NE; 46TH AVE SE, N OF
MCKENZE DR TO WATERPARK LOOP SE - MANDAN**

North Dakota **FEDERAL AID**Bid Opening Date: **3/21/2025**Project Number: **HEU-CPU-1-988(051)**PCN: **24054**Job Number: **24054**English/Metric: **ENGLISH**Roadway: **URBAN****COLLINS AVE, L711_059M 0.2199**
MAIN ST, L707_059M 0.0098
1ST ST NE, L698_059M 1.3660Type: **ADA RAMPS, BULB OUTS, RRFBS, PAVEMENT MARKING, SIGNING**Participating: **Y**

Spec	Code	Item Description	Quantity	Unit	Unit Price	Amount
103	0100	CONTRACT BOND	0.660	L SUM	\$1,645.33	\$1,085.92
202	0114	REMOVAL OF CONCRETE PAVEMENT	436.000	SY	\$33.61	\$14,653.96
202	0130	REMOVAL OF CURB & GUTTER	268.000	LF	\$6.60	\$1,768.80
202	0132	REMOVAL OF BITUMINOUS SURFACING	3.000	SY	\$54.91	\$164.73
251	0300	SEEDING CLASS III	0.041	ACRE	\$3,601.97	\$147.68
253	0201	HYDRAULIC MULCH	0.082	ACRE	\$4,884.87	\$400.56
261	0112	FIBER ROLLS 12IN	15.000	LF	\$5.65	\$84.75
261	0113	REMOVE FIBER ROLLS 12IN	15.000	LF	\$1.00	\$15.00
430	0500	COMMERCIAL GRADE HOT MIX ASPHALT	2.000	TON	\$375.00	\$750.00
550	0300	8IN NON-REINF CONCRETE PVMT CL AE-DOWELED	192.000	SY	\$148.81	\$28,571.52
702	0100	MOBILIZATION	0.660	L SUM	\$90,503.24	\$59,732.14
704	1000	TRAFFIC CONTROL SIGNS	506.000	UNIT	\$2.00	\$1,012.00
704	1054	SIDEWALK BARRICADE	6.000	EA	\$75.00	\$450.00
704	1058	PEDESTRIAN WALKWAY	100.000	LF	\$12.00	\$1,200.00
704	1060	DELINEATOR DRUMS	21.000	EA	\$20.00	\$420.00
704	1067	TUBULAR MARKERS	35.000	EA	\$5.00	\$175.00
704	1500	OBLITERATION OF PAVEMENT MARKING	144.000	SF	\$10.00	\$1,440.00
704	2108	TEMPORARY CURB RAMP	3.000	EA	\$500.00	\$1,500.00
708	1540	INLET PROTECTION-SPECIAL	5.000	EA	\$550.00	\$2,750.00
708	1541	REMOVE INLET PROTECTION-SPECIAL	5.000	EA	\$85.00	\$425.00
722	3460	CASTING INLET-TYPE 2	1.000	EA	\$1,554.87	\$1,554.87
722	3510	INLET-TYPE 2	3.000	EA	\$17,500.00	\$52,500.00
722	6140	ADJUST GATE VALVE BOX	3.000	EA	\$377.36	\$1,132.08
722	6240	ADJUST UTILITY APPURTENANCE	1.000	EA	\$377.22	\$377.22
748	0120	CURB & GUTTER MOUNTABLE-TYPE I	284.000	LF	\$73.05	\$20,746.20
750	0115	SIDEWALK CONCRETE 4IN	162.000	SY	\$120.88	\$19,582.56
750	0140	SIDEWALK CONCRETE 6IN	27.000	SY	\$203.92	\$5,505.84
750	2115	DETECTABLE WARNING PANELS	71.000	SF	\$73.13	\$5,192.23
754	0110	FLAT SHEET FOR SIGNS-TYPE XI REFL SHEETING	16.000	SF	\$35.00	\$560.00
754	0206	STEEL GALV POSTS-TELESCOPING PERFORATED TUBE	58.000	LF	\$15.25	\$884.50
754	0592	RESET SIGN PANEL	2.000	EA	\$100.00	\$200.00
754	0593	RESET SIGN SUPPORT	1.000	EA	\$200.00	\$200.00
762	0135	EPOXY PVMT MK 24IN LINE-GROOVED	84.000	LF	\$50.00	\$4,200.00
762	1325	PREFORMED PATTERNED PVMT MK 24IN LINE-GROOVED	72.000	LF	\$50.00	\$3,600.00
772	2170	RAPID RECT FLASHING BEACON SYSTEM-MA MOUNTED	4.000	EA	\$18,170.46	\$72,681.84
772	2935	REVISE FLASHING BEACON SYSTEM	2.000	EA	\$18,170.46	\$36,340.92
Subtotal						\$342,005.32

North Dakota **FEDERAL AID**

Project Number: **HEU-CPU-1-988(051)**

PCN: **24054**

Job Number: **24054**

Bid Opening Date: **3/21/2025**

English/Metric: **ENGLISH**

Eng and Contg

\$34,200.53

Total

\$376,205.85

Length

0.0000 Miles

		<u>Construction</u>
Estimated Cost		\$376,205.85
HEU FEDERAL FUNDS	LIMITED	\$287,351.46
HEU MANDAN CITY FUNDS	10.00%	\$88,854.39

North Dakota **FEDERAL AID**

Project Number: **HEU-CPU-1-988(051)**

PCN: **24054**

Job Number: **24054**

Bid Opening Date: **3/21/2025**

English/Metric: **ENGLISH**

Roadway: **URBAN**
46TH AVE SE, LRS_ID L716_059M FR MEASURE 0.6188 TO MEASURE 0.7417
Type: **SIDEWALK, ADA RAMPS, RRFBS,SIGNING**

Participating: **N**

Spec	Code	Item Description	Quantity	Unit	Unit Price	Amount
103	0100	CONTRACT BOND	0.340	L SUM	\$1,645.33	\$559.41
202	0114	REMOVAL OF CONCRETE PAVEMENT	98.000	SY	\$33.61	\$3,293.78
202	0130	REMOVAL OF CURB & GUTTER	27.000	LF	\$6.60	\$178.20
202	0132	REMOVAL OF BITUMINOUS SURFACING	6.000	SY	\$54.91	\$329.46
203	0109	TOPSOIL	164.000	CY	\$35.24	\$5,779.36
251	0300	SEEDING CLASS III	0.263	ACRE	\$3,601.97	\$947.32
253	0201	HYDRAULIC MULCH	0.526	ACRE	\$4,884.87	\$2,569.44
261	0112	FIBER ROLLS 12IN	619.000	LF	\$5.65	\$3,497.35
261	0113	REMOVE FIBER ROLLS 12IN	619.000	LF	\$1.00	\$619.00
302	0120	AGGREGATE BASE COURSE CL 5	82.000	TON	\$96.59	\$7,920.38
430	0500	COMMERCIAL GRADE HOT MIX ASPHALT	2.000	TON	\$375.00	\$750.00
702	0100	MOBILIZATION	0.340	L SUM	\$90,503.24	\$30,771.10
704	1000	TRAFFIC CONTROL SIGNS	255.000	UNIT	\$2.00	\$510.00
704	1052	TYPE III BARRICADE	3.000	EA	\$100.00	\$300.00
704	1054	SIDEWALK BARRICADE	2.000	EA	\$75.00	\$150.00
704	1060	DELINEATOR DRUMS	19.000	EA	\$20.00	\$380.00
704	1067	TUBULAR MARKERS	77.000	EA	\$5.00	\$385.00
704	1500	OBLITERATION OF PAVEMENT MARKING	42.000	SF	\$10.00	\$420.00
708	1540	INLET PROTECTION-SPECIAL	3.000	EA	\$550.00	\$1,650.00
708	1541	REMOVE INLET PROTECTION-SPECIAL	3.000	EA	\$85.00	\$255.00
748	0140	CURB & GUTTER-TYPE I	27.000	LF	\$75.11	\$2,027.97
750	0115	SIDEWALK CONCRETE 4IN	326.000	SY	\$120.88	\$39,406.88
750	0140	SIDEWALK CONCRETE 6IN	6.000	SY	\$203.92	\$1,223.52
750	1000	DRIVEWAY CONCRETE	93.000	SY	\$105.28	\$9,791.04
750	2115	DETECTABLE WARNING PANELS	20.000	SF	\$73.13	\$1,462.60
754	0110	FLAT SHEET FOR SIGNS-TYPE XI REFL SHEETING	21.000	SF	\$35.00	\$735.00
754	0206	STEEL GALV POSTS-TELESCOPING PERFORATED TUBE	44.000	LF	\$15.25	\$671.00
762	0135	EPOXY PVMT MK 24IN LINE-GROOVED	54.000	LF	\$50.00	\$2,700.00
762	0136	EPOXY PVMT MK MESSAGE-GROOVED	32.000	SF	\$30.00	\$960.00
772	2170	RAPID RECT FLASHING BEACON SYSTEM-MA MOUNTED	2.000	EA	\$18,170.46	\$36,340.92
Subtotal						\$156,583.73

North Dakota **FEDERAL AID**
Project Number: **HEU-CPU-1-988(051)**

PCN: **24054**
Job Number: **24054**

Bid Opening Date: **3/21/2025**
English/Metric: **ENGLISH**
Eng and Contg **\$15,658.37**
Total **\$172,242.10**

Length **0.0000 Miles**

		<u>Construction</u>
Estimated Cost		\$172,242.10
CPU MANDAN CITY FUNDS	100.00%	\$172,242.10

Summary for Project
Length **0.0000 Miles**

Estimated Total Construction Cost: **\$498,589.05**

Estimated Total Eng and Contg: **\$49,858.90**

	<u>Construction</u>	<u>Total</u>
Estimated Cost	\$548,447.95	\$548,447.95
HEU FEDERAL FUNDS	\$287,351.46	\$287,351.46
HEU MANDAN CITY FUNDS	\$88,854.39	\$88,854.39
CPU MANDAN CITY FUNDS	\$172,242.10	\$172,242.10

NDDOT TO MAKE CONTRACTOR PAYMENTS. HEU FEDERAL FUNDS FOR THIS PROJECT IS LIMITED TO \$ 287,351.46 ANY COST OVER THIS LIMITED AMOUNT WILL BE CITY RESPONSIBILITY. CPU SUB PROJECT IS 100% CITY FUNDS.

ND DEPARTMENT OF TRANSPORTATION				SHEET NO 1 OF 1		ABSTRACT OF BIDS RECEIVED			
PROJECT NO. HEU-CPU-1-988(051)			NO. 24054	BIDDER ENGINEERS ESTIMATE		BIDDER KNIFE RIVER CORPORAT ION - NORTH CENTRAL		BIDDER TI-ZACK CONCRETE LLC	
COUNTY & DATE MORTON (059) MAR 21, 2025 09:30AM						SAUK RAPIDS, MN		LE CENTER, MN	
LENGTH & TYPE 0.000 MANDAN VARIOUS SITE(COLLINS,MAIN,1ST,46T 10/18/25 ADA RAMPS, BULB-OUTS, SIDEWALK, RRFBS,				C.C. CHECK RANK 00		C.C. BOND RANK 01		C.C. BOND RANK 02	
SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT
103	CONTRACT BOND	L SUM	1000	6530000	6530000	1645330	1645330	1150000	1150000
202	REMOVAL OF CONCRETE PAVEMENT	SY	534000	30000	1602000	33610	1794774	20490	1094166
202	REMOVAL OF CURB & GUTTER	LF	295000	11000	324500	6600	194700	18550	547225
202	REMOVAL OF BITUMINOUS SURFACING	SY	9000	21000	18900	54910	49419	36480	32832
203	TOPSOIL	CY	164000	6500	1066000	35240	577936	85820	1407448
251	SEEDING CLASS III	ACRE	304	3550000	107920	3601970	109500	4197500	127604
253	HYDRAULIC MULCH	ACRE	608	3700000	224960	4884870	297000	5692500	346104
261	FIBER ROLLS 12IN	LF	634000	2750	174350	5650	358210	6500	412100
261	REMOVE FIBER ROLLS 12IN	LF	634000	500	31700	1000	63400	1150	72910
302	AGGREGATE BASE COURSE CL 5	TON	82000	45000	369000	96590	792038	87730	719386
430	COMMERCIAL GRADE HOT MIX ASPHALT	TON	4000	250000	100000	375000	150000	402500	161000
550	8IN NON-REINF CONCRETE PVMT CL AE-DOWELED	SY	192000	120000	2304000	148810	2857152	178220	3421824
702	MOBILIZATION	L SUM	1000	6000000	6000000	90503240	90503240	27879190	27879190
704	TRAFFIC CONTROL SIGNS	UNIT	761000	1750	133175	2000	152200	4140	315054
704	TYPE III BARRICADE	EA	3000	100000	300000	100000	300000	139410	41823
704	SIDEWALK BARRICADE	EA	8000	100000	800000	75000	600000	62560	50048
704	PEDESTRIAN WALKWAY	LF	100000	20000	2000000	12000	1200000	38840	388400
704	DELINEATOR DRUMS	EA	40000	22500	900000	20000	800000	43910	175640
704	TUBULAR MARKERS	EA	112000	6500	728000	5000	560000	15180	170016
704	OBLITERATION OF PAVEMENT MARKING	SF	186000	2750	511150	10000	1860000	5810	108066
704	TEMPORARY CURB RAMP	EA	3000	750000	2250000	500000	1500000	1222130	366639
708	INLET PROTECTION-SPECIAL	EA	8000	475000	3800000	550000	4400000	632500	506000
708	REMOVE INLET PROTECTION-SPECIAL	EA	8000	75000	600000	85000	680000	97750	78200
722	CASTING INLET-TYPE 2	EA	1000	1500000	1500000	1554870	1554870	1297200	1297200
722	INLET-TYPE 2	EA	3000	6500000	19500000	17500000	52500000	57500000	17250000
722	ADJUST GATE VALVE BOX	EA	3000	575000	1725000	377360	1132080	182400	54720
722	ADJUST UTILITY APPURTENANCE	EA	1000	3000000	3000000	377220	377220	547200	547200
748	CURB & GUTTER MOUNTABLE-TYPE I	LF	284000	65000	1846000	73050	2074620	64670	1836628
748	CURB & GUTTER-TYPE I	LF	27000	50000	1350000	75110	2027970	66630	179901
750	SIDEWALK CONCRETE 4IN	SY	488000	145000	7076000	120880	5898944	98060	4785328
750	SIDEWALK CONCRETE 6IN	SY	33000	150000	4950000	203920	6729360	147600	487080
750	DRIVEWAY CONCRETE	SY	93000	185000	1720500	105280	9791040	147600	1372680
750	DETECTABLE WARNING PANELS	SF	91000	80000	7280000	73130	6654830	59850	544635
754	FLAT SHEET FOR SIGNS-TYPE XI REFL SHEETING	SF	37000	37500	1387500	35000	1295000	28600	105820
754	STEEL GALV POSTS-TELESCOPING PERFORATED TUBE	LF	102000	22500	2295000	15250	1555500	24550	250410
754	RESET SIGN PANEL	EA	2000	110000	220000	100000	200000	84300	16860
754	RESET SIGN SUPPORT	EA	1000	180000	180000	200000	200000	228510	228510
762	EPOXY PVMT MK 24IN LINE-GROOVED	LF	138000	30000	4140000	50000	6900000	57500	793500
762	EPOXY PVMT MK MESSAGE-GROOVED	SF	32000	30000	960000	30000	960000	34500	110400
762	PREFORMED PATTERNED PVMT MK 24IN LINE-GROOVED	LF	72000	57000	4104000	50000	3600000	57500	414000
772	RAPID RECT FLASHING BEACON SYSTEM-MA MOUNTED	EA	6000	19000000	11400000	18170460	10902276	38467500	23080500
772	REVISE FLASHING BEACON SYSTEM	EA	2000	18500000	37000000	18170460	3634092	9200000	1840000
TOTAL					44070705		49858905		51250157
						NO LIMIT		NO LIMIT	
ACTION TAKEN BY DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering:			AWARD TO: KNIFE RIVER CORPORATION - NORTH CENTRAL			WHEN PRELIMINARY ARRANGEMENTS ARE COMPLETED.			
23			DATE OF AWARD			DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering			



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 27, 2025
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Consider bids for the WTP Phase III Optimization Project

STATEMENT/PURPOSE:

To consider and possibly approve bids related to the Water Treatment Plant (WTP) Phase III Optimization Project.

BACKGROUND/ALTERNATIVES:

Bids for this project will be opened March 27th with results presented for Commission consideration April 1st.

This project generally includes the replacement of CO2 tanks and lime systems, filter rehabilitation, upgrading the chlorine room and equipment, and several other items.

This project provides much needed redundancy to these systems and reduces the chances of future plant shutdowns.

Recall we currently have an agreement with the SWC for the original task order preconstruction (design and bidding) funding and an application being considered at the SWC April 10th meeting for construction funding.

Attachments:

None – AE2S Award Recommendation Letter and Bid Tab to be provided when available.

ATTACHMENTS:

None

FISCAL IMPACT:

Documentation forthcoming

STAFF IMPACT:

Minimal

LEGAL REVIEW:

All items have been forwarded to the City Attorney office.

RECOMMENDATION:

Award the project as recommended in the AE2S Award Recommendation letter contingent on approval from the Department of Environmental Quality and approval of the SWC Cost-Share construction funding application.

SUGGESTED MOTION:

I move to approve award of the project to _____ as recommended in the AE2S Award Recommendation letter contingent on approval from the Department of Environmental Quality and approval of the SWC Cost-Share construction funding application.



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 24, 2025
SUBMITTING DEPARTMENT: Police Department
DEPARTMENT DIRECTOR: Jason Ziegler
PRESENTER: Jason Ziegler, Police Chief
SUBJECT: Consider approval of a raffle permit for the Central Dakota Forensic Nurse Examiners.

STATEMENT/PURPOSE:

Consider approval of a raffle permit for the Central Dakota Forensic Nurse Examiners.

BACKGROUND/ALTERNATIVES:

A one-time raffle for the Central Dakota Forensic Nurse Examiners to be held at Midway Lanes on April 5, 2025. See attached permit.

ATTACHMENTS:

1. Raffle Permit 2025-22

FISCAL IMPACT:

N/A

STAFF IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

I recommend approving the raffle permit for the Central Dakota Forensic Nurse Examiners.

SUGGESTED MOTION:

I move to approve the raffle permit for the Central Dakota Forensic Nurse Examiners.



LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 17926 (11-2023)

Permit Number
2025-22

Permit Type (check one)

☒ Local Permit ☐ Restricted Event Permit*

Games Authorized

☐ Raffle by a Political or Legislative District Party

☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One* ☐ Paddlewheels*

*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS

ORGANIZATION INFO

Name of Organization or Group Central Dakota Forensic Nurse Examiners		Dates Authorized (Read Instruction 2) April 5th, 2025	
Organization or Group Contact Person Kristie Wolff	E-mail kristie.cdfne@midconetwork.com	Telephone Number 701-751-4884	
Mailing Address 2718 Gateway Ave Suite 304	City Bismarck	State ND	ZIP Code 58503

SITE INFO

Site Name Midway Lanes		County Morton	
Site Address 3327 Memorial Hwy	City Mandan	State ND	ZIP Code 58554
If the city or county is placing restrictions on the permit, please explain N/A			
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) One time 50/50 ticket raffle in the lane area of Midway Lanes during bowling fundraiser on 4/5/25.			

Permits must be issued prior to the 1st event date.

Local governing bodies please see the instructions on the backside of this form on how to complete the permit. Be certain to provide the organization or group with the "Information Required to be Preprinted on a Standard Raffle Ticket" found on the backside of this forms if a raffle is being conducted. If a "Restricted Event Permit" is being issued, either provide organization or group with SFN 52880 "Report on a Restricted Event Permit" or make them aware that the report must be filed with the city or county and the Office of Attorney General within 30 days after the event. Before approving a site location, ensure compliance with the gaming law below

Before approving a local permit or restricted event permit the local governing body should review North Dakota Century Code 53-06.1-03(3)(a) which states:

3. A licensed organization or organization that has a permit shall conduct games as follows:

a. Only one licensed organization or organization that has a permit may conduct games at an authorized site on a day, except that a raffle may be conducted for a special occasion by another licensed organization or organization that has a permit when one of these conditions is met:

(1) When the area for the raffle is physically separated from the area where games are conducted by the regular organization.

(2) Upon request of the regular organization and with the approval of the alcoholic beverage establishment, the regular organization's license or permit is suspended for that specific time of day by the Attorney General.

Local governing bodies should also review North Dakota Administrative Code 99-01.3-01-05 (Permits) for the administrative rules governing permits. These rules may be viewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

CITY OR COUNTY CONTACT PERSON

Printed Name of City or County Official Michael Breid	Title of City or County Official Sergeant	Telephone Number 701-667-3250	E-mail Address mbreid@mandanpd.com
Signature of City or County Official 		Date 03/24/2025	Issuing Governing Body <input checked="" type="checkbox"/> City <input type="checkbox"/> County

City or County must submit a copy of the permit above to the Office of Attorney General within 14 days of issuance.

Information required to be preprinted on a standard raffle ticket:

1. Name of Organization;
2. Ticket Number;
3. Price of the ticket, including any discounted price;
4. Prize, description of an optional prize selectable by a winning player or option to convert a **merchandise** prize to a cash prize that is limited to the lesser of the value of the merchandise prize or six thousand dollars. However, if there is insufficient space on a ticket to list each minor prize that has a retail price not exceeding twenty-five dollars, an organization may state the total number of minor prizes and their total retail price;
5. Print the authorizing city or county and permit number
6. A statement that a person is or is not required to be present at a drawing to win;
7. Date and time of the drawing or drawings and, if the winning player is to be announced later, date and time of that announcement. For a calendar raffle, if the drawings are on the same day of the week or month, print the day and time of the drawing;
8. Location and street address of the drawing;
9. If a merchandise prize requires a title transfer involving the Department of Transportation, a statement that a winning player is or is not liable for sales or use tax;
10. If a purchase of ticket or winning prize is restricted to a person of a minimum age, a statement that a person must be at least "-" years of age to buy a ticket or win a prize;
11. A statement that a purchase of the ticket is not a charitable donation;
12. If a secondary prize is an non-guaranteed cash or merchandise prize, a statement that the prize is not guaranteed to be won and odds of winning the prize based on numbers of chances; and
13. If a prize is live beef or dairy cattle, horse, bison, sheep, or pig, a statement that the winning player may convert the prize to a cash prize that is limited to the lesser of the market value of the animal or six thousand dollars.

North Dakota Administrative Code 99-01.3-05-02(4) states that an employee may not sell a ticket on a site where another organization is licensed or has a permit unless the employee is granted permission by the lessor and other organization.

North Dakota Administrative Code 99-01.3-05-01 through 99-01.3-05-05 (Raffles) in its entirety can be reviewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

INSTRUCTIONS:

After a city or county governing board has authorized an organization to receive a local permit or restricted event permit, the city or county must complete the form.

1. Enter the city or county assigned "Permit Number".
2. Enter the beginning and ending date(s) for which the permit is authorized. **Note: Unexact blanket dates will not be accepted**
 - a. A permit must be on a fiscal year basis from July first to June thirtieth or on a calendar year basis.
 - b. A local permit can be issued for one or more events per fiscal year.
 - c. The "Dates Authorized" must only be the actual dates of the event(s) and does not include the dates the organization is selling tickets.
 - d. For a "one time" event permit, the beginning and ending date for "Dates Authorized" is the date of the event date.
 - e. If a local permit is issued for more than one event, enter the date of the first event as the beginning date and the date of the last event as the ending date.
 - f. A permit may not be issued more than twelve months prior to the first raffle drawing date.
 - g. A restricted event permit may be issued for only one event per year. If the organization has received a local permit during a fiscal year, it may not receive a restricted event permit. If the organization received a restricted event permit during the fiscal year, it may not receive a local permit.
3. Permits must provide the specific dates of event(s), site name, and site physical address. If there are multiple event dates that do not fit on the permit, a separate sheet must be submitted with the permit that provides a list of all event dates.
4. Enter any restriction place on the organization or group, such as days of the week or designation of an area at a site where games may be conducted.
5. When a restricted event permit is issued, provide a "Report on a Restricted Event Permit (SFN 52880)" form to the organization or be sure they know the form is available at <https://attorneygeneral.nd.gov/licensing-and-gaming/licensing/charitable-gaming> by scrolling to the bottom of the page.
6. Give the organization or group the completed permit form, keep a copy for your records, and **send a copy within 14 days** by email to agogaming@nd.gov, fax to (701) 328-3535 or by mail to:

Office of Attorney General
Gaming Division
600 E Blvd Ave, Dept. 125
Bismarck, ND 58505-0040

If you have questions on the local permit or restricted event permit process, please call: 1-800-326-9240



22

APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (9-2023)

Applying for (check one)

☒ Local Permit ☐ Restricted Event Permit*

Games to be conducted ☐ Raffle by a Political or Legislative District Party

☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One* ☐ Paddlewheels*

*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS

ORGANIZATION INFO

Name of Organization or Group Central Dakota Forensic Nurse Examiners		Dates of Activity (Does not include dates for the sales of tickets) April 5	
Organization or Group Contact Person Kristie Wolff	E-mail Kristie.cdfne@midconetwork.com	Telephone Number 701-751-4884	
Business Address 2718 Gateway Ave Suite 304	City Bismarck	State ND	ZIP Code 58503
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Midway Lane		County Morton	
Site Physical Address 3327 Memorial Hwy	City Grandan	State ND	ZIP Code 58554
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) April 5 - 50/50 Raffle at our Bowling Fundraiser			

PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)

Game Type	Description of Prize	Exact Retail Value of Prize
50/50 Raffle	half of the \$ amount of tickets purchased	varies based on participation
Total (limit \$40,000 per year)		\$

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds Services for survivors of Domestic Violence, Sexual Violence, and Abuse	
Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded) <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes - Total Retail Value: <input type="text"/> (This amount is part of the total prize limit for \$40,000 per fiscal year)	
Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Printed Name of Organization Group's Permit Organizer Kristie Wolff	Telephone Number 701-426-6998	E-mail Address Kristie.cdfne@midconetwork.com
Signature of Organization Group's Permit Organizer <i>Kristie Wolff</i>	Title Communications Coordinator	Date Mar 19, 2025

Information required to be preprinted on a standard raffle ticket:

1. Name of organization;
2. Ticket number;
3. Price of the ticket, including any discounted price;
4. Prize, description of an optional prize selectable by a winning player, or option to convert a merchandise prize to a cash prize that is limited to the lesser of the value of the merchandise prize or eight thousand dollars. However, if there is insufficient space on a ticket to list each minor prize that has a retail price not exceeding twenty-five dollars, an organization may state the total number of minor prizes and their total retail price;
5. For an organization that has a permit, print the authorizing city or county and permit number;
6. A statement that a person is or is not required to be present at a drawing to win;
7. Date and time for each drawing and, if the winning player is to be announced later, date and time of that announcement. For a calendar raffle, if the drawings are on the same day of the week or month, print the day and time of the drawing;
8. Location and physical street address of the drawing;
9. If a merchandise prize requires a title transfer involving the Department of Transportation, a statement that a winning player is or is not liable for sales or use tax;
10. If a purchase of a ticket or winning prize is restricted to a person of a minimum age, a statement that a person must be at least "-" years of age to buy a ticket or win a prize;
11. A statement that a purchase of the ticket is not a charitable donation;
12. If a secondary prize is an unguaranteed cash or merchandise prize, a statement that the prize is not guaranteed to be won and odds of winning the prize based on numbers of chances; and
13. If a prize is live beef or dairy cattle, horse, bison, sheep, or pig, a statement that the winning player may convert the prize to a cash prize that is limited to the lesser of the market value of the animal or six thousand dollars.

PRIZE RESTRICTIONS:

A single cash prize cannot exceed \$8,000

The retail value of a merchandise prize cannot exceed \$8,000.

The **total** of all cash prizes and retail value of all merchandise prizes for all games cannot exceed \$40,000 per year.

If the value of the planned cash and merchandise prizes exceed \$40,000, the organization or group must reduce the prizes to this limit or a nonprofit corporation may apply for a state gaming license with the Office of Attorney General.

LOCAL PERMIT AND RESTRICTED EVENT PERMIT DIFFERENCES:

	<u>Local Permit</u>	<u>Restricted Event Permit</u>
Number of events per year	Limited by prizes	One
Must file an information report	Yes, if political party	Yes
May pay employees compensation	Yes	No
Must use chips as wagers	No	Yes
Use of net income	Unrestricted	Restricted
Games allowed	Bingo Raffles Sports Pools	Bingo Raffles Sports Pools Poker Twenty-One Paddlewheels

Compared to a "Local Permit," an organization or group with a "Restricted Event Permit" may conduct three more game types, but is restricted to one event per year, must file a "Report on a Restricted Event Permit" with the city or county and Office of Attorney General, and disburse net income to eligible uses. These uses are described by North Dakota Century Code 53-06.1-11.1(2) and North Dakota Administrative Code 99-01.3-14-02. Refer to the backside of the "Report on a Restricted Event Permit" form for a general list of eligible uses.

For a Restricted Event Permit, one method to ensure that the total of all cash prizes and retail value of all merchandise prizes do not exceed \$40,000 is to charge each player a standard amount at the start of the event for a certain number or value of chips. If a player loses all of the player's chips, the player may re-buy chips. The player would play games and, at the end of the event, the organization would auction merchandise prizes to the players. The player who bid the highest number or value of chips for a prize would win that prize. For those players who have chips but did not successfully bid on a prize, the organization may redeem the chips for a predetermined cash value per chip. For this method, the value of the players' chips redeemed for cash is no a prize.



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 25, 2025
SUBMITTING DEPARTMENT: Police Department
DEPARTMENT DIRECTOR: Jason Ziegler
PRESENTER: Jason Ziegler, Police Chief
SUBJECT: Consider approval of the raffle permit for Mandan's Monday Night Cruise Night

STATEMENT/PURPOSE:

Consider approval of the raffle permit for Mandan's Monday Night Cruise Night

BACKGROUND/ALTERNATIVES:

A split-ticket raffle is to be held every 2nd Monday starting April 14th, 2025 and ending on October 13th, 2025 at Mandan Sporting Goods during Mandan's Monday Night Cruise Night.

ATTACHMENTS:

1. Raffle Permit 2025-23

FISCAL IMPACT:

N/A

STAFF IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

I recommend approving the raffle permit for Mandan's Monday Night Cruise Night.

SUGGESTED MOTION:

I move to approve the raffle permit for Mandan's Monday Night Cruise Night.



LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 17926 (11-2023)

Permit Number
2025-23

Permit Type (check one)

☒ Local Permit ☐ Restricted Event Permit*

Games Authorized

☐ Raffle by a Political or Legislative District Party

☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One* ☐ Paddlewheels*

*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS

ORGANIZATION INFO

Name of Organization or Group Mandan's Monday Night Cruise Night		Dates Authorized (Read Instruction 2) April 14, 2025 to October 13, 2025	
Organization or Group Contact Person Brandon Ralph Charvet	E-mail msg@midconetwork.com	Telephone Number 701-751-1026	
Mailing Address 206 4th Ave NW	City Mandan	State ND	ZIP Code 58554

SITE INFO

Site Name Mandan Sporting Goods		County Morton	
Site Address 206 4th Ave NW	City Mandan	State ND	ZIP Code 58554

If the city or county is placing restrictions on the permit, please explain

N/A

Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.)

Split ticket raffle to be held every 2nd Monday starting on April 14th, 2025 and ending on October 13th, 2025 at Mandan Sporting Goods during Mandan's Monday Night Cruise Night. The exact days of each raffle are: 4/14/25, 5/12/25, 6/9/25, 7/14/25, 8/11/25, 9/8/25, and 10/13/25.

Permits must be issued prior to the 1st event date.

Local governing bodies please see the instructions on the backside of this form on how to complete the permit. Be certain to provide the organization or group with the "Information Required to be Preprinted on a Standard Raffle Ticket" found on the backside of this forms if a raffle is being conducted. If a "Restricted Event Permit" is being issued, either provide organization or group with SFN 52880 "Report on a Restricted Event Permit" or make them aware that the report must be filed with the city or county and the Office of Attorney General within 30 days after the event. Before approving a site location, ensure compliance with the gaming law below

Before approving a local permit or restricted event permit the local governing body should review North Dakota Century Code 53-06.1-03(3)(a) which states:

3. A licensed organization or organization that has a permit shall conduct games as follows:

- a. Only one licensed organization or organization that has a permit may conduct games at an authorized site on a day, except that a raffle may be conducted for a special occasion by another licensed organization or organization that has a permit when one of these conditions is met:

(1) When the area for the raffle is physically separated from the area where games are conducted by the regular organization.

(2) Upon request of the regular organization and with the approval of the alcoholic beverage establishment, the regular organization's license or permit is suspended for that specific time of day by the Attorney General.

Local governing bodies should also review North Dakota Administrative Code 99-01.3-01-05 (Permits) for the administrative rules governing permits. These rules may be viewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

CITY OR COUNTY CONTACT PERSON

Printed Name of City or County Official Michael Breid	Title of City or County Official Sergeant	Telephone Number 701-667-3250	E-mail Address Mbreid@mandanpd.com
Signature of City or County Official 		Date 03/25/2025	Issuing Governing Body <input checked="" type="checkbox"/> City <input type="checkbox"/> County

City or County must submit a copy of the permit above to the Office of Attorney General within 14 days of issuance.

Information required to be preprinted on a standard raffle ticket:

1. Name of Organization;
2. Ticket Number;
3. Price of the ticket, including any discounted price;
4. Prize, description of an optional prize selectable by a winning player or option to convert a **merchandise** prize to a cash prize that is limited to the lesser of the value of the merchandise prize or six thousand dollars. However, if there is insufficient space on a ticket to list each minor prize that has a retail price not exceeding twenty-five dollars, an organization may state the total number of minor prizes and their total retail price;
5. Print the authorizing city or county and permit number
6. A statement that a person is or is not required to be present at a drawing to win;
7. Date and time of the drawing or drawings and, if the winning player is to be announced later, date and time of that announcement. For a calendar raffle, if the drawings are on the same day of the week or month, print the day and time of the drawing;
8. Location and street address of the drawing;
9. If a merchandise prize requires a title transfer involving the Department of Transportation, a statement that a winning player is or is not liable for sales or use tax;
10. If a purchase of ticket or winning prize is restricted to a person of a minimum age, a statement that a person must be at least "-" years of age to buy a ticket or win a prize;
11. A statement that a purchase of the ticket is not a charitable donation;
12. If a secondary prize is an non-guaranteed cash or merchandise prize, a statement that the prize is not guaranteed to be won and odds of winning the prize based on numbers of chances; and
13. If a prize is live beef or dairy cattle, horse, bison, sheep, or pig, a statement that the winning player may convert the prize to a cash prize that is limited to the lesser of the market value of the animal or six thousand dollars.

North Dakota Administrative Code 99-01.3-05-02(4) states that an employee may not sell a ticket on a site where another organization is licensed or has a permit unless the employee is granted permission by the lessor and other organization.

North Dakota Administrative Code 99-01.3-05-01 through 99-01.3-05-05 (Raffles) in its entirety can be reviewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

INSTRUCTIONS:

After a city or county governing board has authorized an organization to receive a local permit or restricted event permit, the city or county must complete the form.

1. Enter the city or county assigned "Permit Number".
2. Enter the beginning and ending date(s) for which the permit is authorized. **Note: Unexact blanket dates will not be accepted**
 - a. A permit must be on a fiscal year basis from July first to June thirtieth or on a calendar year basis.
 - b. A local permit can be issued for one or more events per fiscal year.
 - c. The "Dates Authorized" must only be the actual dates of the event(s) and does not include the dates the organization is selling tickets.
 - d. For a "one time" event permit, the beginning and ending date for "Dates Authorized" is the date of the event date.
 - e. If a local permit is issued for more than one event, enter the date of the first event as the beginning date and the date of the last event as the ending date.
 - f. A permit may not be issued more than twelve months prior to the first raffle drawing date.
 - g. A restricted event permit may be issued for only one event per year. if the organization has received a local permit during a fiscal year, it may not receive a restricted event permit. If the organization received a restricted event permit during the fiscal year, it may not receive a local permit.
3. Permits must provide the specific dates of event(s), site name, and site physical address. If there are multiple event dates that do not fit on the permit, a separate sheet must be submitted with the permit that provides a list of all event dates.
4. Enter any restriction place on the organization or group, such as days of the week or designation of an area at a site where games may be conducted.
5. When a restricted event permit is issued, provide a "Report on a Restricted Event Permit (SFN 52880)" form to the organization or be sure they know the form is available at <https://attorneygeneral.nd.gov/licensing-and-gaming/licensing/charitable-gaming> by scrolling to the bottom of the page.
6. Give the organization or group the completed permit form, keep a copy for your records, and **send a copy within 14 days** by email to agogaming@nd.gov, fax to (701) 328-3535 or by mail to:

Office of Attorney General
Gaming Division
600 E Blvd Ave, Dept. 125
Bismarck, ND 58505-0040

If you have questions on the local permit or restricted event permit process, please call: 1-800-326-9240



☒ Local Permit ☐ Restricted Event Permit*

Games to be conducted ☐ Raffle by a Political or Legislative District Party

☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One* ☐ Paddlewheels:


**See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.*

Name of Organization or Group Mandan's Monday Night Cruise Night		Dates of Activity (Does not include dates for the sales of tickets) April 14, May 13, June 9, July 14, August 11, September 8, October 13	
Organization or Group Contact Person Brandon Riph Charvat		E-mail msg e midconetwork@com	Telephone Number 701-751-1026
Business Address 206 4th Ave NW		City Mandan	State ND
Mailing Address (if different)		City	State ND
			ZIP Code 58554

Site Name <i>Mandan's Monday Night Cruise Night</i>		County <i>Morton</i>	
Site Physical Address <i>206 4th Ave NW</i>	City <i>Mandan</i>	State <i>ND</i>	ZIP Code <i>58554</i>
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) <i>April 14, May 12, June 9, July 14, August 11, September 8, October 13</i> <i>2nd Monday of every month Raffle every Monday</i>			

Game Type	Description of Prize	Exact Retail Value of Prize
SPLIT TICKET	See Attached	
	Total (limit \$40,000 per year)	\$

Intended Uses of Gaming Proceeds	The Bee - Livers Charity
Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (if yes, indicate the total retail value of all prizes previously awarded)	
<input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Yes - Total Retail Value: <input type="text"/> (This amount is part of the total prize limit for \$40,000 per fiscal year)	
Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Printed Name of Organization Group's Permit Organizer <i>Brandon Ralph Charvat</i>	Telephone Number <i>701-751-1026</i>	E-mail Address <i>msg@midconetwork.com</i>
Signature of Organization Group's Permit Organizer 	Title <i>President</i>	Date <i>3-24-2025</i>

Information required to be preprinted on a standard raffle ticket:

1. Name of organization;
2. Ticket number;
3. Price of the ticket, including any discounted price;
4. Prize, description of an optional prize selectable by a winning player, or option to convert a merchandise prize to a cash prize that is limited to the lesser of the value of the merchandise prize or eight thousand dollars. However, if there is insufficient space on a ticket to list each minor prize that has a retail price not exceeding twenty-five dollars, an organization may state the total number of minor prizes and their total retail price;
5. For an organization that has a permit, print the authorizing city or county and permit number;
6. A statement that a person is or is not required to be present at a drawing to win;
7. Date and time for each drawing and, if the winning player is to be announced later, date and time of that announcement. For a calendar raffle, if the drawings are on the same day of the week or month, print the day and time of the drawing;
8. Location and physical street address of the drawing;
9. If a merchandise prize requires a title transfer involving the Department of Transportation, a statement that a winning player is or is not liable for sales or use tax;
10. If a purchase of a ticket or winning prize is restricted to a person of a minimum age, a statement that a person must be at least "-" years of age to buy a ticket or win a prize;
11. A statement that a purchase of the ticket is not a charitable donation;
12. If a secondary prize is an unguaranteed cash or merchandise prize, a statement that the prize is not guaranteed to be won and odds of winning the prize based on numbers of chances; and
13. If a prize is live beef or dairy cattle, horse, bison, sheep, or pig, a statement that the winning player may convert the prize to a cash prize that is limited to the lesser of the market value of the animal or six thousand dollars.

PRIZE RESTRICTIONS:

A single cash prize cannot exceed \$8,000

The retail value of a merchandise prize cannot exceed \$8,000.

The total of all cash prizes and retail value of all merchandise prizes for all games cannot exceed \$40,000 per year.

If the value of the planned cash and merchandise prizes exceed \$40,000, the organization or group must reduce the prizes to this limit or a nonprofit corporation may apply for a state gaming license with the Office of Attorney General.

LOCAL PERMIT AND RESTRICTED EVENT PERMIT DIFFERENCES:

	<u>Local Permit</u>	<u>Restricted Event Permit</u>
Number of events per year	Limited by prizes	One
Must file an information report	Yes, if political party	Yes
May pay employees compensation	Yes	No
Must use chips as wagers	No	Yes
Use of net income	Unrestricted	Restricted
Games allowed	Bingo Raffles Sports Pools	Bingo Raffles Sports Pools Poker Twenty-One Paddlewheels

Compared to a "Local Permit," an organization or group with a "Restricted Event Permit" may conduct three more game types, but is restricted to one event per year, must file a "Report on a Restricted Event Permit" with the city or county and Office of Attorney General, and disburse net income to eligible uses. These uses are described by North Dakota Century Code 53-06.1-11.1(2) and North Dakota Administrative Code 99-01.3-14-02. Refer to the backside of the "Report on a Restricted Event Permit" form for a general list of eligible uses.

For a Restricted Event Permit, one method to ensure that the total of all cash prizes and retail value of all merchandise prizes do not exceed \$40,000 is to charge each player a standard amount at the start of the event for a certain number or value of chips. If a player loses all of the player's chips, the player may re-buy chips. The player would play games and, at the end of the event, the organization would auction merchandise prizes to the players. The player who bid the highest number or value of chips for a prize would win that prize. For those players who have chips but did not successfully bid on a prize, the organization may redeem the chips for a predetermined cash value per chip. For this method, the value of the players' chips redeemed for cash is no a prize.

MANDAN'S MONDAY NIGHT CRUISE NIGHT

APRIL 14 RUGER WRANGLER 22LR REVOLVER MSRP \$269.00

MAY 12TH RUGER WRANGLER 22LR REVOLVER MSRP \$269.00

JUNE 9TH RUGER WRANGLER 22LR REVOLVER MSRP \$269.00

JULY 14TH RUGER WRANGLER 22LR REVOLVER MSRP \$269.00

AUGUST 11TH RUGER WRANGLER 22LR REVOLVER MSRP \$269.00

SEPTEMBER 8TH RUGER WRANGLER 22LR REVOLVER MSRP \$269.00

OCTOBER 13TH RUGER WRANGLER 22LR REVOLVER MSRP \$269.00

Total **MSRP \$1,883.00**



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 25, 2025
SUBMITTING DEPARTMENT: Police Department
DEPARTMENT DIRECTOR: Jason Ziegler
PRESENTER: Jason Ziegler, Police Chief
SUBJECT: Consider approval of the special event permit for the Silver Dollar 3rd of July Street Dance.

STATEMENT/PURPOSE:

Consider approval of the special event permit for the Silver Dollar 3rd of July Street Dance.

BACKGROUND/ALTERNATIVES:

Silver Dollar bar will hold a street dance on July 3rd, 2025 from 7:00PM to 12:30AM with the band Unleashed playing. All City of Mandan departments have reviewed and signed off on this event. See attached special event permit application.

ATTACHMENTS:

1. Special Event Permit-July 3, Street Dance - signed

FISCAL IMPACT:

N/A

STAFF IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

I recommend approving the special event permit for the Silver Dollar 3rd of July Street Dance.

SUGGESTED MOTION:

I move to approve the special event permit for the Silver Dollar 3rd of July Street Dance.

Permit Application #: 25-02 Date Complete: _____
(For office use only)

70 2500
check 1223
3-17-25SM

Special Events Permit Application

City of Mandan, ND

Mandan Police Department (Special Events) • 205 1st Ave. NW • Mandan, ND 58554
• Phone 701-667-3250 • FAX 701-667-3463

Date of Application: 3/16/25

30 days prior to the event with a **non-refundable administration application fee of \$25 attached**. Late applications are permitted and subject to an **additional \$50 processing fee** for those submitted within 20 days of an event. **Any application not submitted prior to 20 days before the event will not be accepted for consideration.**

The payment of fees does not guarantee event approval if submitted late. Permits are \$30 per day/Sunday Permit will be \$45, to a maximum of \$150.00 per event not to exceed 14 days (Includes Sundays).

All applicants will be charged fees as appropriate and are expected to fully reimburse the city for all services related to event production which may include, but are not limited to, Police Services, Fire/EMS, Park and Facility Maintenance, Field Services, Sanitation, Street Engineering and Site Supervisors. (See Below Fee and Charges)

A storage fee of **\$500** will be assessed for all equipment not removed from any public venue or premises within 24 hours of the end of the event. Any vendor may request an extension for equipment removal and may be granted by the City Administrator. Full payment is due upon receipt of final invoice. Any property that is abandoned over 15 days will become property of the City of Mandan and may be sold to recoup any expenses accrued by the city.

Comprehensive site plans must accompany this application.

Street Dance: ☐ Beer Garden: ☐ Both: ☒ Parade or Other Public Event: ☐

Section 1 – Applicant Information

Name of Event Manager: Jakob Parisien
Driver's License Number: PAR-98-7483 State: North Dakota
Date of Birth: 12-1-98 Phone Number: 701-204-2303 Email: silverdollarmandan@gmail.com
Address: 1913 Lincoln Place City: Mandan State: ND Zip: 58554
Have you ever been convicted of a crime? ☒ YES ☐ NO
If yes please list charge(s) and year of conviction(s):
DUI on 12-28-22

(List all Jurisdictions where you have been charged with a crime, also list any other names you have used when charged)

Name of Event Manager: _____
Driver's License Number: _____ State: _____
Date of Birth: _____ Phone Number: _____ Email: _____
Address: _____ City: _____ State: _____ Zip: _____
Have you ever been convicted of a crime? ☐ YES ☐ NO
If yes please list charge and year of conviction:

(List all Jurisdictions where you have been charged with a crime, also list any other names you have used when charged)

Permit Application #: 25-02 Date Complete: _____
(For office use only)

Business Address: 200 E. Main St City: Mandan State: ND Zip: 58554
Corporation/Organization: East Main Investments dba Silver D State of Incorporation: ND
Tax ID #: 92-3635583 501(c)3 #: _____ City Sales Tax ID #: _____
Have you ever coordinated/promoted another event/s? ☒ YES ☐ NO

If yes, please provide the following:

Last event/s Location: 3rd of July Street Dance Date: 7/3/24
Contact Name: _____ Phone: _____
E-mail Contact: _____

Section 2 – Event Information

Event Name: 3rd of July Street Dance Anticipated Daily Attendance: 300
Event Date(s): July 3, 2025 Set-up Date: July 3, 2024 Hours: 8-Noon
Hours of event each day: 7pm-12:30am
(begin and end times)
Take Down Date(s): July 4th Hours: By 9am
E-Mail address for public information: silverdollarmandan@gmail.com
WEB address for public information: n/a
Location of Event/physical address: 200 E. Main St but on the 1st Ave street
Sponsors of the Event: n/a
Brief Description of Event:
3rd of July Street Dance

Has this event been held in another location? ☐ YES ☒ NO

If yes, please provide the following:

Last event/s Location: _____
Date: _____ Contact Name and Phone: _____

Section 3 – Event Features

Will there be an admission charge? ☐ Yes ☒ No

If yes, Printed ticket count: _____ Tickets for presale count: _____

Will there be entertainment? ☒ Yes ☐ No

If yes, please attach an itemized complete list of all entertainment.

(A complete list of entertainment will be required before final approval. Once approved, no changes may be made unless authorized by the City Administrator.)

Band - Unleashed

Will merchandise and/or food items be sold? ☐ Yes ☒ No

If yes, please attach a complete list of vendors.

(Each vender must have all valid permits and license to sell their product)

Permit Application #: 25-02 Date Complete: _____
(For office use only)

What type of advertising/promotion will be done prior to the event?

(Attach all promotional material.)

Radio: ☐ Yes ☒ No What Stations? _____

TV: ☐ Yes ☒ No What Stations? _____

Fliers/Posters: ☒ Yes ☐ No How many? 100

Press Releases: ☐ Yes ☒ No How many? _____

Newspaper Ads: ☐ Yes ☒ No What publication? _____

Is any other promoter/producer assisting you with your event? ☐ Yes ☒ No

Name of Promoter and Promotion Company: _____

Address: _____ City: _____ State: _____ Zip: _____

Will the event include any of the following? (Indicate on site plan and/or vendor list)

Tents or Canopies: ☒ Yes ☐ No

Number of Tents: 2 for shade over ☼

(Tents require permits from the Fire Department and inspection fees will be applied.)

Fireworks or Pyrotechnics: ☐ Yes ☒ No

(Fireworks or Pyrotechnics require permits from the Fire Department and inspection fees will be applied.)

Fireworks or Pyrotechnics Production Company's name: _____

(A copy of the Production Company's License and Insurance is required with this application, only if fireworks or pyrotechnics are being requested for this event.) *A separate bond may be required for this event.

Require permits from the City of Mandan

Any person for on- or off-sale alcoholic beverage licensee desiring to conduct a public beer garden shall make application for a special permit to do so to the board, 30 days in advance of the proposed event.

Temporary Fencing: ☒ Yes ☐ No

Provide accurate dimensions of fenced area on site plan along with the site plan.

Company Contact Name: Mandan Progress Organization

Contact phone: 701-751-2983

Restroom Accommodations: Yes (Spiffy Biff)

Number of required portable toilets: 4-6

Approved By: _____ Date Approved: _____ Initials: _____

Placement of sanitary toilet facilities must be on site plan.

Permit Application #: 25-02 **Date Complete:** _____
(For office use only)

Attach a copy of the letter from the Western Plains Public Health that indicates the site plan has been reviewed and the required number of proper sanitation facilities is attendance.

Company Contact name: Lana Schmidt
Contact phone: 701-667-3370

Electrical Services/Generators ☐ Yes ☒ No
Generators must be separated from tents by a minimum of 20' and shall be isolated from contact by fencing or other approved means.

Company Contact name: _____
Contact phone: _____
Approved By: _____ **Date Approved:** _____ **Initials:** _____

Carnival/Amusement Rides: ☐ Yes ☒ No
A separate permit from the Fire Department may be required.

Company Contact name: _____
Contact phone: _____
Bonded and Insured Amount: _____
Approved By: _____ **Date Approved:** _____ **Initials:** _____

Signs / Banners ☐ Yes ☒ No

Company Contact name: _____
Contact phone: _____
Approved By: _____ **Date Approved:** _____ **Initials:** _____

Inflatables ☐ Yes ☒ No

Company Contact name: _____
Contact phone: _____
Bonded and Insured Amount: _____
Approved By: _____ **Date Approved:** _____ **Initials:** _____

Raffles

Will this event have a raffle? ☐ Yes ☒ No

If yes you must apply for a City Permit \$25 Raffle Permit (Attach copy of State Gaming License if issued)

Approved By: _____ **Date Approved:** _____ **Initials:** _____

Permit Application #: 25-02 Date Complete: _____
(For office use only)

Section 4 – Transportation

Does the event propose **using, closing or blocking** any of the following:

If yes, specify location and duration on site map, if on a DOT Highway or Roadway DOT authorization will be required.

- City Streets ☒ Yes ☐ No (Number of locations: 1 attach list of locations.)
- City Sidewalks ☒ Yes ☐ No (Number of locations 1 attached list of locations)
- City Bus Stops ☐ Yes ☒ No (Number of locations _____ attached list of locations)
- Public Parking Lots ☐ Yes ☒ No (Number of locations _____ attached list of locations)
- Public Bicycle Parking ☐ Yes ☒ No (Number of locations _____ attached list of locations)
- Multiuse Paths ☐ Yes ☒ No (Number of locations _____ attached list of locations)
- City Alleys ☐ Yes ☒ No (Number of locations _____ attached list of locations)
- City Right-of-Ways ☐ Yes ☒ No (Number of locations _____ attached list of locations)

Approved By: _____ Date Approved: _____ Initials: _____
(Section 4 must be approved by Mandan City Engineer, and be approved by the City Commission before the event)

Section 5 – Use of City Utilities

Will any City electric hookups be used? ☐ Yes ☒ No

Electric Location including amperage _____

Approved By: _____ Date Approved: _____ Initials: _____

Will any City water hookups be used? ☐ Yes ☒ No

Water Location(s) _____

Approved By: _____ Date Approved: _____ Initials: _____

Will waste water/gray water be generated? ☐ Yes ☒ No

If so, how will it be disposed? _____

Approved By: _____ Date Approved: _____ Initials: _____

Permit Application #: 15-02 Date Complete: _____
(For office use only)

Section 6 – Alcohol

Will there be alcohol at the event? ☒ Yes ☐ No

Will alcohol be given away? ☐ Yes ☒ No

Will the alcohol be sold? ☒ Yes ☐ No

Will the alcohol be donated? ☐ Yes ☒ No

Who is the alcohol being donated by or purchased through: Silver Dollar Bar

Is alcohol included in the admission price of the event? ☐ Yes ☐ No

Approved By: _____ Date Approved: _____ Initials: _____

If you answered *Yes to any of the above*, a City and State Liquor License will be required. Attach copy(s) of all liquor licenses with this application. (If a City Liquor License is needed please contact the City of Mandan's Finance Department to apply at Phone: (701) 667-3213)

Has the applicant/organization ever had a liquor license or event permit denied, revoked or suspended? ☐ Yes ☒ No

If yes, please explain:

How will attendees be identified as minors or age 21 and over?

Security and staff at entrance of bar and temporary fencing to ID individuals coming into

Have the alcohol servers received training in sale/service of alcoholic beverages? ☒ Yes ☐ No

If yes, who provided the training: Jakob Parisien

Date and time of most recent training: daily

Request Mandan Police Server Training: ☐ Yes ☒ No

If yes provide a contact person and contact information::

Permit Application #: 25-02 Date Complete: _____
(For office use only)

Section 7 – Event Security

Are you requesting off-duty Mandan Police officers? ☐ Yes ☒ No

Number of personnel requested: _____

After reviewing the event application, the Chief of Police may require the use of the City of Mandan Off-Duty Police Officers for the event.

To schedule Off-Duty Police Officers, please call 701-667-3250.

Officers must be requested 2 weeks prior to any event and there will be a minimum of 4 work hours per officers per event at \$45 per-hour per officer.

Are you requesting private security? ☒ Yes ☐ No

Number of security personnel onsite: Bis Man Security

Include security points and duties on event plans

The City of Mandan requires only security companies that are licensed and bonded in the State of North Dakota.

Security Company and Contact Info: _____

Attach a copy of Company's License

Section 8 – Emergency Medical Services

Are you requesting off-duty Mandan EMT's? ☐ Yes ☒ No

Number of personnel requested: _____

After reviewing the event application the Fire Chief may require the use of the City of Mandan Off-Duty EMT's or paramedics for the event.

EMTs or paramedics must be requested 2 weeks prior to any even and there will be the minimum of 4 work hours per employee per event \$35

Section 9 – Event Maintenance and Cleanup Plan Required

What is your trash removal and cleanup plan?

All trash and clenaup will be handled by staff and then removed by Armstrong Sanitation by the Mandan Girls Wrestling Club which the Silver Dollar makes a donation to.

(Attach a detailed Cleanup Plan)

Outside refuse company Company's Name: Eco Sanitation

Contact Name: _____ Phone: 663-8219

All costs for containers, dumping and the removing all trash are the responsibility of the applicant/promoter. The City of Mandan's property and or the event site must be returned to its original condition and all equipment removed or daily fees will be accessed.

Section 10 – ADA Accessibility Requirements

Parking plan requirements

Attach a copy of your parking plan and include in the plan the necessary handicap parking areas and any code required handicap accessibility requirements. Also include medical access points and safe medical response routes for the event.

Section 11– Insurance and Bond Requirements

The City of Mandan has established insurance requirements for those facility users, vendors and contractors entering into agreements with the City for the purpose of special events and activities. Before commencing use or services under an agreement with the City of Mandan, a certificate of insurance or a copy of the required bond that complies with the requirements referenced below must be attached.

All special event applicants shall name the City of Mandan as an “Additional Insured”, per item one below, on all policy(ies), except workers compensation and shall reflect this on a Certificate of Insurance. Applicant agrees that any insurance available to the applicant shall be primary and non-contributory to the city’s self-insured retention.

Applicant shall obtain certificates of insurance from all vendors participating in this event unless covered under applicant’s insurance policy. Vendors must comply with all requirements listed in this section. Complete and accurate certificates must be received by the Special Events Office a minimum of five (5) working days prior to the event. Separate certificates of insurance shall be provided by all carnival and amusement companies and firework production companies with the limits shown in this section and shall name the City of Mandan as “Additional Insured” as per item one below. Additional coverage may be required depending upon the nature and scope of the event. For more information or questions regarding insurance requirements, please contact our City Administrator’s Office at 701-667-3214. The City Administrator reserves the right to evaluate the liability of each event and assess the required insurance limits. Event permits will not be issued until all insurance requirements are satisfactorily met.

The certificate must show:

1. The City of Mandan, its agents, officers, employees and volunteers are named as “Additional Insured.” All Certificate of Insurance policies must reflect this with the exception of workers compensation.
2. The City of Mandan shall be notified at least 30 days prior to cancellation or alteration of any insurance coverage. A 10-day notice of cancellation for non-payment of premium is required..
3. Workers Compensation Policies shall contain a Waiver of Subrogation clause in favor of the City of Mandan.
4. General Liability Including: Bodily Injury Contractual Independent Contractors
Comprehensive Form Product/Completed Operations Hazard
Premises Operation Personal injury Broad Form Property Damage

Permit Application #: 25-02 Date Complete: _____
(For office use only)

In addition, specific date(s) and locations(s) of the event, to include set up and take down, must be stated clearly on the certificate. Certificates shall be received no less than thirty (30) working days prior to the event.

City Services

Police..... \$45 per hour, per officer, 4 hour minimum

Fire/EMS..... \$35 per hour, per staff 4 hour minimum

Barricades..... Amount charged by contracted barricade provider

Trash Container drop-off/pick-up..... \$ ____ prices vary

Custodial..... \$ ____ per hour, per staff person

Miscellaneous fees

Tent/Canopy Permit..... \$ ____ per tent or canopy (Check with the Fire Department to ascertain if a permit is necessary)

Fireworks Permit..... \$ ____ per location

The Park District may require separate fees or permit if on Park District property. It is required that the event host checks with the Park District when planning an event on Park District property to avoid delays with the permitting process.

Permit Application #: 15-02 Date Complete: _____
(For office use only)

Fee Cost Worksheet

Police Services:

No. of Officers _____ x No. of Hours _____ = _____ x \$45 = \$ 0

Fire/EMT Services

No. of EMT's _____ x No. of Hours _____ = _____ x \$35 = \$ 0

Finance application processing Fee \$ _____

Trash Container Fee..... \$ _____

Custodial Fee..... \$ _____

Tent/Canopy Inspection and Permit..... \$ _____

Fireworks/Pyrotechnics Permit and Inspection Fee..... \$ _____

\$25 Application Fee..... \$ 25.00

\$50 Late application Processing Fee (if Applicable)..... \$ —

Event Application Fee (See Attached Fee Schedule)..... \$.

TOTAL: \$ _____

Fees assessed by the Park District are not included.

Date Fees Paid: _____ Initials: _____

Permit Application #: _____ Date Complete: _____

(For office use only)

Signature Page from City Officials and Department Heads

<u>Mitch L. Bitz</u> <small>Mitch L. Bitz (Mar 19, 2025 15:14 CDT)</small>	/ Mar 19, 2025	<input checked="" type="checkbox"/>	Approved	<input type="checkbox"/>	Denied	<input type="checkbox"/>	Conditional—See Narrative
Fire Department	Date						
<u>Patrick Haug</u> <small>Patrick Haug (Mar 18, 2025 11:03 CDT)</small>	/ Mar 18, 2025	<input checked="" type="checkbox"/>	Approved	<input type="checkbox"/>	Denied	<input type="checkbox"/>	Conditional—See Narrative
Police Department	Date						
<u>Shane O'Keefe</u> <small>Shane O'Keefe (Mar 18, 2025 11:35 CDT)</small>	/ Mar 25, 2025	<input checked="" type="checkbox"/>	Approved	<input type="checkbox"/>	Denied	<input type="checkbox"/>	Conditional—See Narrative
Engineering Department	Date						
<u>Shane O'Keefe</u> <small>Shane O'Keefe (Mar 18, 2025 11:35 CDT)</small>	/ Mar 18, 2025	<input checked="" type="checkbox"/>	Approved	<input type="checkbox"/>	Denied	<input type="checkbox"/>	Conditional—See Narrative
Public Works	Date						

Fire Department Narrative:

Police Department Narrative:

Mandan Police Department requires that the Trailer/Stage is removed by 0930am.

Engineering Narrative:

Public Works Narrative:

Special Event Guide

Sec. 12-9-1. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Public concert: means a musical performance by one or more groups held either indoors or outdoors where the audience is seated by reserve or general admission, free of charge or otherwise, with the audience being present primarily for the purpose of listening to music and the location of such musical performance having a seating capacity of at least 1,000 people, or, if the concert is outdoors, the site has a capacity of at least 300 persons.

Public dance: means any dance held either indoors or outdoors where the public may participate, whether an admission fee is charged or not, and is present primarily for the sole purpose of dancing, and where the location of the dance has a capacity of at least 100 persons.

Public event: means a music festival, public dance or public concert.

(Code 1979, § 10-04-07; Code 1994, § 12-03-09; Ord. No. 744, § 2, 1989)

ARTICLE 4. – AMUSEMENTS

Sec. 12-4-1. - Required to operate public amusements.

- a) It is unlawful to conduct or operate any amusement which is open to the public and for which an admittance fee is charged without having first secured a license from the city. The license fee for amusements shall be determined by resolution of the board.
- b) No license fee is required if a show, exhibition, entertainment, gallery, stand or other device is operated or given under the auspices of and for the benefit of a church or school, or charitable, fraternal or political organization. (Code 1979, § 10-04-01; Code 1994, § 13-04-01)

Sec. 12-4-2. - Public amusements for which license is required.

A person may not conduct, operate or maintain the following activities without first obtaining a license from the city:

- (1) Public dance, as that term is defined by N.D.C.C. § 53-02-01.
 - (2) Any circus, carnival or similar event.
 - (3) Any theatrical exhibition, motion picture show, vaudeville performance, opera or variety theater.
 - (4) Any show, entertainment, gallery, stand or device of any description on the streets, alleys or public grounds within the city.
 - (5) Any merry-go-round, rides or similar devices.
- (Code 1979, §§ 10-04-02—10-04-05; Code 1994, § 13-04-02)

Sec. 12-4-3. - Liability insurance or bond required.

A person may not conduct, operate, manage or sponsor any Ferris wheel, merry-go-round or other amusement ride operated for hire, or for the purpose of promoting or advertising any trade or business, without first filing with the city license officer a bond indemnifying the public against damages sustained by reason of operation of the ride, or **certificate of liability insurance**, in the amount of **at least \$500,000.00**. Such bond or certificate of insurance is subject to the approval of the city attorney. This section applies to all persons, whether or not such persons are exempted from any other provision of this article. (Code 1994, § 13-04-03)

Permit Application #: 25-02 Date Complete: _____
(For office use only)

Sec. 12-4-4. - Licensee to maintain order.

Any licensee engaged in giving or conducting any public amusement for pay shall preserve good order in and about the place of exhibition or public amusement, and if necessary for that purpose, shall employ, at the licensee's own expense, a sufficient security force. (Code 1979, § 10-04-06; Code 1994, § 13-04-04)

Sec. 12-4-5. - Policing of dances, music festivals or public concerts.

A public dance or public dancing place or hall may not be conducted, maintained or operated, unless the same is policed as provided by N.D.C.C. § 53-02-08. A music festival or public concert, as defined in N.D.C.C. § 53-02-01, shall be policed as provided in N.D.C.C. § 53-02-08. The cost of the policing, as determined by the chief of police, must be paid by the applicant at the time of the license application or, at the discretion of the chief of police, a cash bond in a reasonable amount may be posted, which shall be refunded upon payment of costs of policing following the event. (Code 1994, § 13-04-05)

Sec. 12-4-6. - Use of streets.

It is unlawful for any person to play any game, sport or amusement upon any public right-of-way of the city, except as permitted by the board. (Code 1994, § 13-04-06)

Sec. 12-9-2. - Penalty.

Any person who gives, holds or conducts a public event in violation of this article or in violation of the conditions of the public event permit, who furnishes information required by this article which is false or misleading, or who violates any provision of this chapter shall be guilty of a Class B misdemeanor. (Code 1979, § 10-04-07; Code 1994, § 12-03-17; Ord. No. 744, § 2, 1989)

Sec. 12-9-3. - Required; nontransferable; fees.

No person shall give, hold or conduct a public event unless the owner of the place where the public event is given, or the person giving the same or in charge thereof, first shall have procured a permit to give, hold and conduct such public event. A permit may be issued for one or more public dances or public concerts. If a permit is issued to any person to conduct a public event, the event may be conducted in such place only by the person to whom the permit is issued. Such permit shall not be transferable. A permit fee shall be assessed for each event held within a 24-hour period or an annual permit fee may be assessed if the site location is intended to be a permanent site, and the amount of the fees shall be set from time to time by resolution of the board. A permit, other than an annual permit, shall not be valid for a period of greater than three consecutive days.

(Code 1979, § 10-04-07; Code 1994, § 12-03-10; Ord. No. 744, § 2, 1989)

Sec. 12-9-4. - Application; special permits.

Any person desiring to conduct a public event at a public building or site or any outdoor location shall make application for a permit to do so to the board, 30 days in advance of the proposed event. In the event the applicant proposes to sell or dispense or permit the consumption of alcoholic beverages at such public event, an application for a special permit under the provisions of sections [4-2-16](#) and [4-2-20](#) shall accompany the application for the public event. Four copies of the application shall be filed with the city license officer and shall set forth the following information:

Sec. 4-2-20. - Sunday alcoholic beverage permit.

Permit required. No person may dispense, sell or permit the consumption of alcoholic beverages within a licensed premises or publicly owned or operated facility on any Sunday unless said person has been granted a permit under the provisions of this section. The authority to issue a Sunday alcoholic beverage permit rests solely with the board.

Permit Application #: 25-02 Date Complete: _____
(For office use only)

- 1) Identification of applicant. The application shall include the name, address and driver's license number of the applicant and the name, address and driver's license number of the person who will manage or conduct the public event. The application shall also state whether the applicant or the person who will manage or conduct the event has been convicted of any crime relating to the sale of alcoholic beverages or controlled substances or within the past five years has been convicted of any crime against persons, including assault, disorderly conduct, sexual assault, rape or murder, and whether the applicant or the person who will manage or conduct the event has ever had a license of any kind revoked or cancelled by any municipal, state or federal authority.
- 2) Date, time and place. The place, date and hours of the proposed event shall be clearly identified.
- 3) Site plan. The person conducting the event shall include in the application a site plan which details the exact placement of the stage, lighting and other electrical equipment, public seating, toilet facilities, fencing or other barricades, parking, marked fire lanes, and the proximity of public roadways. The site plan submitted by the applicant shall be reviewed by the city engineer, who shall submit Estimate of attendance. his recommendations to the board.
- 4) The applicant shall provide an estimate of the number of persons that the person conducting the event has determined can be safely accommodated within the chosen site and an estimate of the number of persons expected to attend.
- 5) Ticket sales. The application shall contain information relating to ticket sales, which addresses the control of attendance to meet the site plan limitations, if any. If the person conducting the event intends to open the event to the general public without prior ticket sales, the application shall address the manner in which the person intends to limit the size of the crowd to meet the site plan limitations.
- 6) Traffic control. The application shall specify the proximity of public roadways to the site of the event and to the proposed parking area and shall contain a description of the manner in which traffic control will be handled to ensure the safe ingress and egress of pedestrians and vehicles. Appropriate arrangements shall be made by the person conducting the event to ensure that no interference will occur with the public use of any adjacent public roadways. The traffic control proposal shall be subject to the approval of the city engineer.
- 7) Parking. The application and site plan shall specify the planned accommodations for public parking. The person conducting the event shall provide adequate parking for persons in attendance commensurate with the estimated number of persons that the selected site can accommodate. Under no circumstances will parking be permitted upon public roadways if said parking would be in violation of posted parking restrictions.
- 8) Sanitation. The application shall include the number and placement of sanitary toilet facilities which will be provided by the person conducting the event. The application shall be accompanied by a letter from the city health officer that indicates that he has reviewed the site plan and estimate of the number of persons in attendance and has determined that the number and kind of proposed toilet facilities is adequate to meet the needs of persons in attendance at the event.
- 9) Garbage. The application shall include a description of the size and number of available garbage disposal units on the site of the event in addition to the arrangements made to clean up the site after the event has ended.
- 10) Fencing and barricades. The application shall contain a description of the fencing and barricade system which is intended to control access to the event site, if such event is to be outdoors, and the location of the fencing and barricade system shall be noted on the site plan. If alcoholic beverages are to be dispensed or consumed at the public event, which event is outdoor, the perimeter of the site must be surrounded by a six-foot cyclone-style fence or enclosed within a tent which has four sides. For all events, whether outdoors or indoors, adequate provisions for entrances and exits and access by fire, police and other emergency personnel or vehicles shall also be noted in the application and on the site plan.
- 11) Signing. The application shall contain a description of the signing which is proposed to control pedestrian and vehicular traffic, parking, and provide appropriate notices to the persons in

Permit Application #: 25-02 Date Complete: _____
(For office use only)

- attendance at the event. The size, wording and placement of the signs shall be included in the description and shall be subject to the approval of the city engineer.
- 12) Sale or consumption of alcoholic beverages. If the applicant intends to sell or allow the consumption of alcoholic beverages at the public event the identity of the alcoholic beverage licensee who will be dispensing said beverages shall be provided. The board may, by resolution or by condition attached to the permit, restrict the sale, dispensing and consumption of alcoholic beverages to beer or beer and wine only at the event or series of events. Therefore, the person holding the event shall include within the application a description of the efforts that will be taken to prevent the consumption of other alcoholic beverages at the event, including those alcoholic beverages attempted to be brought in by members of the public. At all such events the dispensing of alcoholic beverages in glass bottles, glass drinking cups or any other glass containers shall be prohibited.
- 13) Security. N.D.C.C. § 53-02-08 requires the city police department to police the event at the expense of the person conducting the event, which payment must be received by the city license officer 72 hours in advance of the event. The application shall contain, in addition to the estimated number of persons in attendance, an estimate of the number of police officers which will be needed to adequately police the event. The chief of police will be responsible for making the final determination of the number of officers that will be required.
- 14) Bond required. The person conducting the event shall file with the city license officer a cash bond in an amount to be set by resolution of the board. The bond shall be returned to the person after the event if the site has been adequately cleaned and if no additional costs or property damage has resulted from or as a result of the event.
- 15) Cost to the city. If the proposed event necessitates any expenditures on the part of the city, excluding the cost of providing police security, such costs shall be paid to the city by the person conducting the event. The posted cash bond shall be used by the city to cover the costs associated with the event and the balance, if any, will be returned to the person conducting the event. If the cash bond does not cover the costs resulting from the public event, the person conducting the event shall be assessed the additional costs. Costs within this section include, but are not limited to, the following:
- a. Costs of cleanup or garbage removal;
 - b. Costs of traffic signing, fencing or barricades;
 - c. Any property damage to public property which occurred during or as a result of the event; and
 - d. Any additional costs associated with crowd control, including injury to city employees or other persons, which occurred during or as a result of the event.
- 16) Temporary vacation of streets. If the site plan proposed by the applicant requires the use of any public street, alley or right-of-way, the application and the site plan shall clearly designate the portion of the public street, alley or right-of-way to be temporarily vacated. In no event shall more of a public street adjoining one-half of a public block be vacated and, in each instance, adequate access for emergency vehicles shall be provided. The temporary vacation of any public street or right-of-way shall be subject to the approval of the city engineer. The board shall determine whether any public street, alley or right-of-way may be temporarily vacated for a public event on a case-by-case basis.
(Code 1979, § 10-04-07; Code 1994, § 12-03-11; Ord. No. 744, § 2, 1989)

Sec. 12-9-5. - Inquiry and investigation.

The board shall make such inquiry and investigation as to the propriety of granting or refusing such permit as shall be deemed necessary.
(Code 1979, § 10-04-07; Code 1994, § 12-03-12; Ord. No. 744, § 2, 1989)

Sec. 12-9-6. - Refusal and revocation of public event permit for cause.

- (a) The board may revoke the public event permit at any time for violation of any of the provisions of this chapter. The board shall refuse to issue such permit, and shall revoke a permit already issued, where it appears that:
- 1) The permitted site is or is likely to become a public nuisance or detrimental to public health, safety or order;
 - 2) The provisions of this chapter are being violated;
 - 3) An alcoholic beverage or controlled substance is being sold, or given away, except as authorized by terms of the permit;
 - 4) Any of the city ordinances or state laws are being violated;
 - 5) The chief of police determines that adequate security cannot be provided to the public event either by city police officers, special police or a combination thereof; or
 - 6) The board has determined that the number of like events needs to be limited in order to ensure the health, safety and security of the public.
 - 7) The chief of police shall report any violations of the permit or violations of city ordinances or state laws immediately to the board. Notwithstanding any of the provisions of this chapter, if the chief of police determines that the conduct of any public event has become a public nuisance or injurious to the public peace, health or safety, the chief of police shall immediately cause said event to be closed to the public and thereafter notify the board of the action and reasons therefor.
- (Code 1979, § 10-04-07; Code 1994, § 12-03-14; Ord. No. 744, § 2, 1989)

Sec. 12-9-7. - Restrictions and conditions attached to public event permit.

If the board determines that the public event will not unduly interfere with the peace, health or safety of the public or the neighborhood in which the event will occur and that the applicant is in compliance with the requirements for sanitation and garbage disposal; parking, fencing, traffic and crowd control; security; and regulation of alcoholic beverage consumption, the board may approve the issuance of the permit to be effective for the dates designated and subject to any necessary restrictions and conditions, including the following restrictions and conditions:

- 1) Alcoholic beverages may be distributed and consumed, and dancing may be permitted only in those areas specifically designated in the site plan and approved by the board;
 - 2) Dancing and the distribution of alcoholic beverages shall be permitted only during the hours designated by the board, which in no event shall be before the hour of 12:00 noon on the date specified in the permit and after 1:00 a.m. of the following day;
 - 3) No person having a permit to hold a public event at which alcoholic beverages are to be sold, distributed or consumed shall permit in any such event any person who is obviously intoxicated or who is under 21 years of age, except persons under 21 years of age may be permitted at a public event if the sale and consumption of alcoholic beverages is segregated and constricted to an area barricaded from the public event by a six-foot cyclone-style fence or structure to which access by such persons is prohibited;
 - 4) The licensee as a condition to the issuance of such permit consents and agrees that any city police officer or special police officer may enter upon and inspect the licensed premises or site or any part at any time for the purpose of determining compliance with the conditions of the permit and city ordinances; and
 - 5) The licensee shall comply with all other applicable ordinances and laws relating to health and sanitation and the use and sale of alcoholic beverages in the city.
- (Code 1979, § 10-04-07; Code 1994, § 12-03-14; Ord. No. 744, § 2, 1989)

Permit Application #: 25-08 Date Complete: _____
(For office use only)

Sec. 12-9-8. - Limits on number of public event permits.

The board may, by resolution, set a maximum limit on the number of public event permits which will be granted during any period of time. Notwithstanding any restrictions on the number of events, the board may deny any application for a permit if it determines that adequate provision for traffic control, health, safety or security cannot be provided for the event.

(Code 1979, § 10-04-07; Code 1994, § 12-03-15; Ord. No. 744, § 2, 1989)

Sec. 12-9-9. - Indemnification of city.

A person may not give, hold or conduct a public event, nor may the board approve a permit for such public event, without the person having first filed with the city license officer a bond or certificate of insurance in the amount as specified by resolution of the board, indemnifying the city and the public against personal injury or property damages occurring at or as a result of the public event. The person giving, holding or conducting the public event agrees to save and hold harmless the city for any personal injury or property damage resulting from actions of any city employees, police officers or special officers in the course of their employment, which actions are directly related to the conduct of the public event.

(Code 1979, § 10-04-07; Code 1994, § 12-03-16; Ord. No. 744, § 2, 1989)

Sec. 24-9-3. - Parade permit required.

No person shall engage in, participate in, aid, form or start any parade without a parade permit issued by the city.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Sec. 24-9-4. - Application for parade permit.

- a. A person desiring a parade permit shall file an application with the city on forms provided by the city. Such application shall be filed not less than seven days nor more than 60 days before the date on which it is proposed to conduct the parade.
- b. The application for a parade permit shall contain all information deemed necessary by the city in order to fully evaluate the request
- c. The city, where good cause is shown therefor, may consider any application which is filed less than seven days before the date such parade is proposed to be conducted.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Sec. 24-9-5. - Standards for issuance of parade permit.

The city shall issue a parade permit when, from a consideration of the application and from such other information as may otherwise be obtained, it finds that:

- 1) The conduct of the parade will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route.
- 2) The conduct of the parade will not require the diversion of so great a number of police officers to properly police the line of movement and the areas contiguous thereto as to prevent normal police protection to the city.

Permit Application #: 25-02 Date Complete: _____
(For office use only)

- 3) The conduct of such parade will not require the diversion of so great a number of ambulances as to prevent normal ambulance service to portions of the city other than that to be occupied by the proposed line of march and areas contiguous thereto.
- 4) The concentration of persons, animals and vehicles at assembly points of the parade will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such assembly areas.
- 5) The conduct of such parade will not interfere with the movement of firefighting equipment en route to a fire.
- 6) The conduct of the parade is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or create a disturbance.
- 7) The parade is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays en route.
- 8) The parade is not to be held for the sole purpose of advertising any product, cause, goods or events and is not designed to be held purely for private profit.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Sec. 24-9-6. - Notice of denial of parade permit.

If the city disapproves the application for a parade permit, the city shall mail to the applicant, within three days after the date upon which the application was filed, a notice of such action.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Sec. 24-9-7. - Alternative parade permit.

The city, in denying an application for a parade permit, may authorize the conduct of the parade on a date, at a time or over a route different from that named by the applicant. An applicant desiring to accept an alternate permit shall, within five days after notice of such action, file a written notice of acceptance with the city. An alternate parade permit shall conform to the requirements of, and shall have the effect of, a parade permit under this article.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Sec. 24-9-8. - Contents of parade permit.

Each parade permit shall state the following information:

- 1) Starting time.
- 2) Minimum speed.
- 3) Maximum speed.
- 4) Maximum interval of space to be maintained between the units of the parade.
- 5) The portions of the streets to be traversed that may be occupied by the parade.
- 6) The maximum length of the parade in miles or fractions thereof.
- 7) Such other information as the governing body shall find necessary to the enforcement of this article.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Permit Application #: 15-02 **Date Complete:** _____
(For office use only)

Sec. 24-9-9. - Carrying parade permit.

The parade chairperson or other person heading or leading such activity shall carry the parade permit upon their person during the conduct of the parade.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Sec. 24-9-10. - Revocation of parade permit.

The city may, after a hearing affording due process, revoke a parade permit issued under this article upon application of the standards for issuance as set forth in this article.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

fencing Porta Potty

Main Street

Silver Dollar Bar

Security Pt.

Bar

Bar

Security Pt.

stage

- 4-6 Security guards from 7-12:30
- There are 2 restrooms (male & female) inside
- Cleanup to be done by staff & mts women's wrestling

Alley

ALCOHOLIC BEVERAGE LICENSE

Class A

General Retail On & Off Sale Beer and Liquor

CITY OF MANDAN
STATE OF NORTH DAKOTA

License Number: **51**

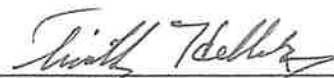
Fee Received: \$4100

East Main Investments LLC dba Silver Dollar Bar of Mandan, North Dakota, is hereby licensed to sell alcoholic beverages as described above as allowed under the provisions of the Title V of the North Dakota Century Code, and acts supplemental and amendatory thereto for retail purposes at ***200 E Main St*** for consumption off of (and on) said premises, for the license year ending ***June 30, 2025***.

Licenses hereinbefore named, in consideration of the issuance of this license, hereby agrees to abide by all State laws relating to sale of alcoholic beverages and in additions agrees to abide by all local regulations, ordinances, or resolutions regulating or restricting the operation and sale of alcoholic beverages by licensees and by any future amendments thereto Chapter 4 of the Mandan Municipal Code.

This License is not transferable without specific authority from the local issuing Governing Body and only as provided by the laws of the State of North Dakota.

Dated this **4** day of **June, 2024**



Chairman of Local Governing Body

Mandan City Commission
Governing Body

(S E A L)

ATTEST:



THIS LICENSE MUST BE POSTED CONSPICUOUSLY IN THE PLACE OF BUSINESS ON PREMISES LICENSED.












Special Event Permit-July 3, Street Dance

Final Audit Report

2025-03-25


Created:	2025-03-18
By:	Tasha Scott (tasha.scott@mandanpd.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMtFb87nHiBzCEcXsrpRLBCCT3x3N1IZz

"Special Event Permit-July 3, Street Dance" History

-  Document created by Tasha Scott (tasha.scott@mandanpd.com)
2025-03-18 - 2:24:39 PM GMT
-  Document emailed to Patrick Haug (phaug@mandanpd.com) for signature
2025-03-18 - 2:34:44 PM GMT
-  Email viewed by Patrick Haug (phaug@mandanpd.com)
2025-03-18 - 3:26:52 PM GMT
-  Document e-signed by Patrick Haug (phaug@mandanpd.com)
Signature Date: 2025-03-18 - 4:03:15 PM GMT - Time Source: server
-  Document emailed to Shane OKeefe (shane.okeefe@cityofmandan.com) for signature
2025-03-18 - 4:03:17 PM GMT
-  Email viewed by Shane OKeefe (shane.okeefe@cityofmandan.com)
2025-03-18 - 4:28:49 PM GMT
-  Document e-signed by Shane OKeefe (shane.okeefe@cityofmandan.com)
Signature Date: 2025-03-18 - 4:35:42 PM GMT - Time Source: server
-  Document emailed to mbitz@cityofmandan.com for signature
2025-03-18 - 4:35:50 PM GMT
-  Email viewed by mbitz@cityofmandan.com
2025-03-19 - 8:11:47 PM GMT
-  Signer mbitz@cityofmandan.com entered name at signing as Mitch L. Bitz
2025-03-19 - 8:14:29 PM GMT
-  Document e-signed by Mitch L. Bitz (mbitz@cityofmandan.com)
Signature Date: 2025-03-19 - 8:14:31 PM GMT - Time Source: server

 Document emailed to Jarek Wigness (jarek.wigness@cityofmandan.com) for signature

2025-03-19 - 8:14:35 PM GMT

 Email viewed by Jarek Wigness (jarek.wigness@cityofmandan.com)

2025-03-25 - 3:11:10 PM GMT

 Document e-signed by Jarek Wigness (jarek.wigness@cityofmandan.com)

Signature Date: 2025-03-25 - 3:13:45 PM GMT - Time Source: server

 Agreement completed.

2025-03-25 - 3:13:45 PM GMT



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 25, 2025
SUBMITTING DEPARTMENT: Police Department
DEPARTMENT DIRECTOR: Jason Ziegler
PRESENTER: Jason Ziegler, Police Chief
SUBJECT: Consider approval of the special event permit for Mandan Progress Organization's Touch a Truck

STATEMENT/PURPOSE:

Consider approval of the special event permit for Mandan Progress Organization's Touch a Truck

BACKGROUND/ALTERNATIVES:

Touch a Truck is an annual community event held on Main Street in the area of the 400 block and Dykshoorn Park. The event closes off the street to traffic and there are various vehicles and trucks parked for the community to view and learn about. All City of Mandan Departments have reviewed and signed off for the event. See attached special event permit application.

ATTACHMENTS:

1. Special Event Permit-Touch a Truck - signed

FISCAL IMPACT:

N/A

STAFF IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

I recommend approving the special event permit for Mandan Progress Organization's Touch a Truck

SUGGESTED MOTION:

I move to approve the special event permit for Mandan Progress Organization's Touch a Truck

Permit Application #: _____ Date Complete: _____
(For office use only)

Special Events Permit Application

City of Mandan, ND

Mandan Police Department (Special Events) • 205 1st Ave. NW • Mandan, ND 58554
• Phone 701-667-3250 • FAX 701-667-3463

Date of Application: 3/10/2025

30 days prior to the event with a **non-refundable administration application fee of \$25 attached**. Late applications are permitted and subject to an **additional \$50 processing fee** for those submitted within 20 days of an event. **Any application not submitted prior to 20 days before the event will not be accepted for consideration.**

The payment of fees does not guarantee event approval if submitted late. Permits are \$30 per day/Sunday Permit will be \$45, to a maximum of \$150.00 per event not to exceed 14 days (Includes Sundays).

All applicants will be charged fees as appropriate and are expected to fully reimburse the city for all services related to event production which may include, but are not limited to, Police Services, Fire/EMS, Park and Facility Maintenance, Field Services, Sanitation, Street Engineering and Site Supervisors. (See Below Fee and Charges)

A storage fee of **\$500** will be assessed for all equipment not removed from any public venue or premises within 24 hours of the end of the event. Any vendor may request an extension for equipment removal and may be granted by the City Administrator. Full payment is due upon receipt of final invoice. Any property that is abandoned over 15 days will become property of the City of Mandan and may be sold to recoup any expenses accrued by the city.

Comprehensive site plans must accompany this application.

Street Dance: ☐ Beer Garden: ☐ Both: ☐ Parade or Other Public Event: ☒

Section 1 – Applicant Information

Name of Event Manager: Matt Schanandore
Driver's License Number: SCH-83-6204 State: _____
Date of Birth: 07/10/1983 Phone Number: 7019344540 Email: matt@mandanprogress.org
Address: 2209 Westview Place SE City: Mandan State: ND Zip: 58554
Have you ever been convicted of a crime? ☐ YES ☒ NO
If yes please list charge(s) and year of conviction(s):

(List all Jurisdictions where you have been charged with a crime, also list any other names you have used when charged)

Name of Event Manager: _____
Driver's License Number: _____ State: _____
Date of Birth: _____ Phone Number: _____ Email: _____
Address: _____ City: _____ State: _____ Zip: _____
Have you ever been convicted of a crime? ☐ YES ☐ NO
If yes please list charge and year of conviction:

(List all Jurisdictions where you have been charged with a crime, also list any other names you have used when charged)

Permit Application #: _____ **Date Complete:** _____
(For office use only)

Business Address: 411 W Main St. City: Mandan State: ND Zip: 58554
Corporation/Organization: Mandan Progress Organization State of Incorporation: ND
Tax ID #: 45-0439012 501(c)3 #: _____ City Sales Tax ID #: _____
Have you ever coordinated/promoted another event/s? ☒ YES ☐ NO

If yes, please provide the following:

Last event/s Location: Past Touch a Truck Events Date: May 20th 2023
Contact Name: Matt Schanandore Phone: 701-934-4540
E-mail Contact: matt@mandanprogress.org

Section 2 – Event Information

Event Name: Touch a Truck Anticipated Daily Attendance: 5000
Event Date(s): May 17th Set-up Date: May 17th Hours: 7am - 5pm
Hours of event each day: 10am - 3pm
(begin and end times)
Take Down Date(s): May 17th Hours: 3pm - 5pm
E-Mail address for public information: info@mandanprogress.org
WEB address for public information: www.mandanprogress.org
Location of Event/physical address: Main Street - from Collins Ave to 6th Ave NW
Sponsors of the Event: Various See Attached
Brief Description of Event:
Trucks of all shapes and sizes line up on Main Street for kids to come visit, view and explore.

Has this event been held in another location? ☐ YES ☒ NO

If yes, please provide the following:

Last event/s Location: _____
Date: _____ Contact Name and Phone: _____

Section 3 – Event Features

Will there be an admission charge? ☐ Yes ☒ No
If yes, Printed ticket count: _____ Tickets for presale count: _____

Will there be entertainment? ☐ Yes ☒ No
If yes, please attach an itemized complete list of all entertainment.
(A complete list of entertainment will be required before final approval. Once approved, no changes may be made unless authorized by the City Administrator.)

Will merchandise and/or food items be sold? ☒ Yes ☐ No
If yes, please attach a complete list of vendors.
(Each vender must have all valid permits and license to sell their product)

Permit Application #: _____ **Date Complete:** _____
(For office use only)

What type of advertising/promotion will be done prior to the event?

(Attach all promotional material.)

Radio: ☒ Yes ☐ No What Stations? _____

TV: ☐ Yes ☒ No What Stations? _____

Fliers/Posters: ☒ Yes ☐ No How many? 50 - 100 _____

Press Releases: ☒ Yes ☐ No How many? 1 - 2 _____

Newspaper Ads: ☒ Yes ☐ No What publication? Mandan Magazine _____

Is any other promoter/producer assisting you with your event? ☐ Yes ☒ No

Name of Promoter and Promotion Company: _____

Address: _____ City: _____ State: _____ Zip: _____

Will the event include any of the following? (Indicate on site plan and/or vendor list)

Tents or Canopies: ☒ Yes ☐ No

Number of Tents: Business Vendors _____

(Tents require permits from the Fire Department and inspection fees will be applied.)

Fireworks or Pyrotechnics: ☐ Yes ☒ No

(Fireworks or Pyrotechnics require permits from the Fire Department and inspection fees will be applied.)

Fireworks or Pyrotechnics Production Company's name: _____

(A copy of the Production Company's License and Insurance is required with this application, only if fireworks or pyrotechnics are being requested for this event.) *A separate bond may be required for this event.

Require permits from the City of Mandan

Any person for on- or off-sale alcoholic beverage licensee desiring to conduct a public beer garden shall make application for a special permit to do so to the board, 30 days in advance of the proposed event.

Temporary Fencing: ☐ Yes ☒ No

Provide accurate dimensions of fenced area on site plan along with the site plan.

Company Contact Name: _____

Contact phone: _____

Restroom Accommodations: Spiffy Biffs _____

Number of required portable toilets: 12 _____

Approved By: _____ **Date Approved:** _____ **Initials:** _____

Placement of sanitary toilet facilities must be on site plan.

Permit Application #: _____ **Date Complete:** _____
(For office use only)

Attach a copy of the letter from the Custer Health that indicates the site plan has been reviewed and the required number of proper sanitation facilities is attendance.

Company Contact name: Spiffy Biffs
Contact phone: 701-224-0856

Electrical Services/Generators ☐ Yes ☒ No

Generators must be separated from tents by a minimum of 20' and shall be isolated from contact by fencing or other approved means.

Company Contact name: _____
Contact phone: _____

Approved By: _____ **Date Approved:** _____ **Initials:** _____

Carnival/Amusement Rides: ☐ Yes ☒ No

A separate permit from the Fire Department may be required.

Company Contact name: _____
Contact phone: _____

Bonded and Insured Amount: _____

Approved By: _____ **Date Approved:** _____ **Initials:** _____

Signs / Banners ☐ Yes ☒ No

Company Contact name: _____
Contact phone: _____

Approved By: _____ **Date Approved:** _____ **Initials:** _____

Inflatables ☐ Yes ☒ No

Company Contact name: _____
Contact phone: _____

Bonded and Insured Amount: _____

Approved By: _____ **Date Approved:** _____ **Initials:** _____

Raffles

Will this event have a raffle? ☐ Yes ☒ No

If yes you must apply for a City Permit \$25 Raffle Permit (Attach copy of State Gaming License if issued)

Approved By: _____ **Date Approved:** _____ **Initials:** _____

Section 4 – Transportation

Does the event propose **using, closing or blocking** any of the following:

*If yes, specify location and duration on site map, **if on a DOT Highway or Roadway DOT authorization will be required.***

City Streets ☒ Yes ☐ No (Number of locations: 2 attach list of locations.)

City Sidewalks ☐ Yes ☒ No (Number of locations _____ attached list of locations)

City Bus Stops ☐ Yes ☒ No (Number of locations _____ attached list of locations)

Public Parking Lots ☒ Yes ☐ No (Number of locations 2 Heritage & Hirsch attached list of locations)

Public Bicycle Parking ☐ Yes ☒ No (Number of locations _____ attached list of locations)

Multiuse Paths ☐ Yes ☒ No (Number of locations _____ attached list of locations)

City Alleys ☐ Yes ☒ No (Number of locations _____ attached list of locations)

City Right-of-Ways ☐ Yes ☒ No (Number of locations _____ attached list of locations)

Approved By: _____ Date Approved: _____ Initials: _____

(Section 4 must be approved by Mandan City Engineer, and be approved by the City Commission before the event)

Section 5 – Use of City Utilities

Will any City electric hookups be used? ☒ Yes ☐ No

Electric Location including amperage Dykshoorn and Heritage Parks

Approved By: _____ Date Approved: _____ Initials: _____

Will any City water hookups be used? ☒ Yes ☐ No

Water Location(s) Dykshoorn and Heritage Parks

Approved By: _____ Date Approved: _____ Initials: _____

Will waste water/gray water be generated? ☒ Yes ☐ No

If so, how will it be disposed? Dykshoorn and Heritage Parks Waste Water barrels provided

Approved By: _____ Date Approved: _____ Initials: _____

Section 6 – Alcohol

Will there be alcohol at the event? ☐ Yes ☒ No

Will alcohol be given away? ☐ Yes ☒ No

Will the alcohol be sold? ☐ Yes ☒ No

Will the alcohol be donated? ☐ Yes ☒ No

Who is the alcohol being donated by or purchased through: _____

Is alcohol included in the admission price of the event? ☐ Yes ☒ No

Approved By: _____ Date Approved: _____ Initials: _____

If you answered *Yes to any of the above*, a City and State Liquor License will be required. Attach copy(s) of all liquor licenses with this application. (If a City Liquor License is needed please contact the City of Mandan's Finance Department to apply at Phone: (701) 667-3213)

Has the applicant/organization ever had a liquor license or event permit denied, revoked or suspended? ☐ Yes ☒ No

If yes, please explain:

How will attendees be identified as minors or age 21 and over?

Have the alcohol servers received training in sale/service of alcoholic beverages? ☐ Yes ☐ No

If yes, who provided the training: _____

Date and time of most recent training: _____

Request Mandan Police Server Training: ☐ Yes ☐ No

If yes provide a contact person and contact information: _____

Permit Application #: _____ Date Complete: _____
(For office use only)

Section 7 – Event Security

Are you requesting off-duty Mandan Police officers? ☐ Yes ☒ No

Number of personnel requested: _____

After reviewing the event application, the Chief of Police may require the use of the City of Mandan Off-Duty Police Officers for the event.

To schedule Off-Duty Police Officers, please call 701-667-3250.

Officers must be requested 2 weeks prior to any event and there will be a minimum of 4 work hours per officers per event at \$45 per-hour per officer.

Are you requesting private security? ☐ Yes ☒ No

Number of security personnel onsite: _____

Include security points and duties on event plans

The City of Mandan requires only security companies that are licensed and bonded in the State of North Dakota.

Security Company and Contact Info: _____

Attach a copy of Company's License

Section 8 – Emergency Medical Services

Are you requesting off-duty Mandan EMT's? ☐ Yes ☒ No

Number of personnel requested: _____

After reviewing the event application the Fire Chief may require the use of the City of Mandan Off-Duty EMT's or paramedics for the event.

EMTs or paramedics must be requested 2 weeks prior to any even and there will be the minimum of 4 work hours per employee per event \$35

Section 9 – Event Maintenance and Cleanup Plan Required

What is your trash removal and cleanup plan?

Garbage containers will be placed along Main Street. We will have volunteers pull and replace full garbages at the end of the parade.

Additionalyl, Armstrong Sanitation will be the last entry in the parade and will collect the garbage as they make their way down the parade route.

(Attach a detailed Cleanup Plan)

Outside refuse company Company's Name: ECO-Sanitation

Contact Name: Kelly Christopherson Phone: 701-565-5555

All costs for containers, dumping and the removing all trash are the responsibility of the applicant/promoter. The City of Mandan's property and or the event site must be returned to its original condition and all equipment removed or daily fees will be accessed.

Section 10 – ADA Accessibility Requirements

Parking plan requirements

Attach a copy of your parking plan and include in the plan the necessary handicap parking areas and any code required handicap accessibility requirements. Also include medical access points and safe medical response routes for the event.

Section 11– Insurance and Bond Requirements

The City of Mandan has established insurance requirements for those facility users, vendors and contractors entering into agreements with the City for the purpose of special events and activities. Before commencing use or services under an agreement with the City of Mandan, a certificate of insurance or a copy of the required bond that complies with the requirements referenced below must be attached.

All special event applicants shall name the City of Mandan as an “Additional Insured”, per item one below, on all policy(ies), except workers compensation and shall reflect this on a Certificate of Insurance. Applicant agrees that any insurance available to the applicant shall be primary and non-contributory to the city’s self-insured retention.

Applicant shall obtain certificates of insurance from all vendors participating in this event unless covered under applicant’s insurance policy. Vendors must comply with all requirements listed in this section. Complete and accurate certificates must be received by the Special Events Office a minimum of five (5) working days prior to the event. Separate certificates of insurance shall be provided by all carnival and amusement companies and firework production companies with the limits shown in this section and shall name the City of Mandan as “Additional Insured” as per item one below. Additional coverage may be required depending upon the nature and scope of the event. For more information or questions regarding insurance requirements, please contact our City Administrator’s Office at 701-667-3214. The City Administrator reserves the right to evaluate the liability of each event and assess the required insurance limits. Event permits will not be issued until all insurance requirements are satisfactorily met.

The certificate must show:

1. The City of Mandan, its agents, officers, employees and volunteers are named as “Additional Insured.” All Certificate of Insurance policies must reflect this with the exception of workers compensation.
2. The City of Mandan shall be notified at least 30 days prior to cancellation or alteration of any insurance coverage. A 10-day notice of cancellation for non-payment of premium is required..
3. Workers Compensation Policies shall contain a Waiver of Subrogation clause in favor of the City of Mandan.
4. General Liability Including: Bodily Injury Contractual Independent Contractors
Comprehensive Form Product/Completed Operations Hazard
Premises Operation Personal injury Broad Form Property Damage

In addition, specific date(s) and locations(s) of the event, to include set up and take down, must be stated clearly on the certificate. Certificates shall be received no less than thirty (30) working days prior to the event.

City Services

Police..... \$45 per hour, per officer, 4 hour minimum

Fire/EMS..... \$35 per hour, per staff 4 hour minimum

Barricades..... Amount charged by contracted barricade provider

Trash Container drop-off/pick-up..... \$____ prices vary

Custodial..... \$____ per hour, per staff person

Miscellaneous fees

Tent/Canopy Permit..... \$____ per tent or canopy (Check with the Fire Department to ascertain if a permit is necessary)

Fireworks Permit..... \$____ per location

The Park District may require separate fees or permit if on Park District property. It is required that the event host checks with the Park District when planning an event on Park District property to avoid delays with the permitting process.

Permit Application #: _____ Date Complete: _____
(For office use only)

Fee Cost Worksheet

Police Services:

No. of Officers _____ x No. of Hours _____ = _____ x \$45 = \$ _____

Fire/EMT Services

No. of EMT's _____ x No. of Hours _____ = _____ x \$35 = \$ _____

Finance application processing Fee \$ _____

Trash Container Fee..... \$ _____

Custodial Fee..... \$ _____

Tent/Canopy Inspection and Permit..... \$ _____

Fireworks/Pyrotechnics Permit and Inspection Fee..... \$ _____

\$25 Application Fee..... \$ **25.00**

\$50 Late application Processing Fee (if Applicable)..... \$ _____

Event Application Fee (See Attached Fee Schedule)..... \$ _____

TOTAL: \$ 25.00

Fees assessed by the Park District are not included.

Date Fees Paid: _____ **Initials:** _____

Permit Application #: _____ Date Complete: _____

(For office use only)

Signature Page from City Officials and Department Heads

<u>Mitch L. Bitz</u> <small>Mitch L. Bitz (Mar 25, 2025 10:18 CDT)</small>	/ Mar 25, 2025	<input checked="" type="checkbox"/>	Approved	<input type="checkbox"/>	Denied	<input type="checkbox"/>	Conditional—See Narrative
Fire Department	Date						
<u>Patrick Haug</u> <small>Patrick Haug (Mar 19, 2025 08:21 CDT)</small>	/ Mar 19, 2025	<input checked="" type="checkbox"/>	Approved	<input type="checkbox"/>	Denied	<input type="checkbox"/>	Conditional—See Narrative
Police Department	Date						
<u>Jack Higgins</u> <small>Jack Higgins (Mar 25, 2025 14:13 CDT)</small>	/ Mar 25, 2025	<input checked="" type="checkbox"/>	Approved	<input type="checkbox"/>	Denied	<input type="checkbox"/>	Conditional—See Narrative
Engineering Department	Date						
<u>Shane O'Keefe</u> <small>Shane O'Keefe (Mar 25, 2025 14:13 CDT)</small>	/ Mar 25, 2025	<input type="checkbox"/>	Approved	<input type="checkbox"/>	Denied	<input type="checkbox"/>	Conditional—See Narrative
Public Works	Date						

Fire Department Narrative:

Police Department Narrative:

Engineering Narrative:

Closure plan approved by NDDOT Bismarck District Engineer

Public Works Narrative:

Special Event Guide

Sec. 12-9-1. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Public concert: means a musical performance by one or more groups held either indoors or outdoors where the audience is seated by reserve or general admission, free of charge or otherwise, with the audience being present primarily for the purpose of listening to music and the location of such musical performance having a seating capacity of at least 1,000 people, or, if the concert is outdoors, the site has a capacity of at least 300 persons.

Public dance: means any dance held either indoors or outdoors where the public may participate, whether an admission fee is charged or not, and is present primarily for the sole purpose of dancing, and where the location of the dance has a capacity of at least 100 persons.

Public event: means a music festival, public dance or public concert.

(Code 1979, § 10-04-07; Code 1994, § 12-03-09; Ord. No. 744, § 2, 1989)

ARTICLE 4. – AMUSEMENTS

Sec. 12-4-1. - Required to operate public amusements.

- a) It is unlawful to conduct or operate any amusement which is open to the public and for which an admittance fee is charged without having first secured a license from the city. The license fee for amusements shall be determined by resolution of the board.
- b) No license fee is required if a show, exhibition, entertainment, gallery, stand or other device is operated or given under the auspices of and for the benefit of a church or school, or charitable, fraternal or political organization. (Code 1979, § 10-04-01; Code 1994, § 13-04-01)

Sec. 12-4-2. - Public amusements for which license is required.

A person may not conduct, operate or maintain the following activities without first obtaining a license from the city:

- (1) Public dance, as that term is defined by N.D.C.C. § 53-02-01.
 - (2) Any circus, carnival or similar event.
 - (3) Any theatrical exhibition, motion picture show, vaudeville performance, opera or variety theater.
 - (4) Any show, entertainment, gallery, stand or device of any description on the streets, alleys or public grounds within the city.
 - (5) Any merry-go-round, rides or similar devices.
- (Code 1979, §§ 10-04-02—10-04-05; Code 1994, § 13-04-02)

Sec. 12-4-3. - Liability insurance or bond required.

A person may not conduct, operate, manage or sponsor any Ferris wheel, merry-go-round or other amusement ride operated for hire, or for the purpose of promoting or advertising any trade or business, without first filing with the city license officer a bond indemnifying the public against damages sustained by reason of operation of the ride, or certificate of liability insurance, in the amount of at least \$500,000.00. Such bond or certificate of insurance is subject to the approval of the city attorney. This section applies to all persons, whether or not such persons are exempted from any other provision of this article. (Code 1994, § 13-04-03)

Sec. 12-4-4. - Licensee to maintain order.

Any licensee engaged in giving or conducting any public amusement for pay shall preserve good order in and about the place of exhibition or public amusement, and if necessary for that purpose, shall employ, at the licensee's own expense, a sufficient security force. (Code 1979, § 10-04-06; Code 1994, § 13-04-04)

Sec. 12-4-5. - Policing of dances, music festivals or public concerts.

A public dance or public dancing place or hall may not be conducted, maintained or operated, unless the same is policed as provided by N.D.C.C. § 53-02-08. A music festival or public concert, as defined in N.D.C.C. § 53-02-01, shall be policed as provided in N.D.C.C. § 53-02-08. The cost of the policing, as determined by the chief of police, must be paid by the applicant at the time of the license application or, at the discretion of the chief of police, a cash bond in a reasonable amount may be posted, which shall be refunded upon payment of costs of policing following the event. (Code 1994, § 13-04-05)

Sec. 12-4-6. - Use of streets.

It is unlawful for any person to play any game, sport or amusement upon any public right-of-way of the city, except as permitted by the board. (Code 1994, § 13-04-06)

Sec. 12-9-2. - Penalty.

Any person who gives, holds or conducts a public event in violation of this article or in violation of the conditions of the public event permit, who furnishes information required by this article which is false or misleading, or who violates any provision of this chapter shall be guilty of a Class B misdemeanor. (Code 1979, § 10-04-07; Code 1994, § 12-03-17; Ord. No. 744, § 2, 1989)

Sec. 12-9-3. - Required; nontransferable; fees.

No person shall give, hold or conduct a public event unless the owner of the place where the public event is given, or the person giving the same or in charge thereof, first shall have procured a permit to give, hold and conduct such public event. A permit may be issued for one or more public dances or public concerts. If a permit is issued to any person to conduct a public event, the event may be conducted in such place only by the person to whom the permit is issued. Such permit shall not be transferable. A permit fee shall be assessed for each event held within a 24-hour period or an annual permit fee may be assessed if the site location is intended to be a permanent site, and the amount of the fees shall be set from time to time by resolution of the board. A permit, other than an annual permit, shall not be valid for a period of greater than three consecutive days. (Code 1979, § 10-04-07; Code 1994, § 12-03-10; Ord. No. 744, § 2, 1989)

Sec. 12-9-4. - Application; special permits.

Any person desiring to conduct a public event at a public building or site or any outdoor location shall make application for a permit to do so to the board, 30 days in advance of the proposed event. In the event the applicant proposes to sell or dispense or permit the consumption of alcoholic beverages at such public event, an application for a special permit under the provisions of sections [4-2-16](#) and [4-2-20](#) shall accompany the application for the public event. Four copies of the application shall be filed with the city license officer and shall set forth the following information:

Sec. 4-2-20. - Sunday alcoholic beverage permit.

Permit required. No person may dispense, sell or permit the consumption of alcoholic beverages within a licensed premises or publicly owned or operated facility on any Sunday unless said person has been granted a permit under the provisions of this section. The authority to issue a Sunday alcoholic beverage permit rests solely with the board.

- 1) Identification of applicant. The application shall include the name, address and driver's license number of the applicant and the name, address and driver's license number of the person who will manage or conduct the public event. The application shall also state whether the applicant or the person who will manage or conduct the event has been convicted of any crime relating to the sale of alcoholic beverages or controlled substances or within the past five years has been convicted of any crime against persons, including assault, disorderly conduct, sexual assault, rape or murder, and whether the applicant or the person who will manage or conduct the event has ever had a license of any kind revoked or cancelled by any municipal, state or federal authority.
- 2) Date, time and place. The place, date and hours of the proposed event shall be clearly identified.
- 3) Site plan. The person conducting the event shall include in the application a site plan which details the exact placement of the stage, lighting and other electrical equipment, public seating, toilet facilities, fencing or other barricades, parking, marked fire lanes, and the proximity of public roadways. The site plan submitted by the applicant shall be reviewed by the city engineer, who shall submit Estimate of attendance, his recommendations to the board.
- 4) The applicant shall provide an estimate of the number of persons that the person conducting the event has determined can be safely accommodated within the chosen site and an estimate of the number of persons expected to attend.
- 5) Ticket sales. The application shall contain information relating to ticket sales, which addresses the control of attendance to meet the site plan limitations, if any. If the person conducting the event intends to open the event to the general public without prior ticket sales, the application shall address the manner in which the person intends to limit the size of the crowd to meet the site plan limitations.
- 6) Traffic control. The application shall specify the proximity of public roadways to the site of the event and to the proposed parking area and shall contain a description of the manner in which traffic control will be handled to ensure the safe ingress and egress of pedestrians and vehicles. Appropriate arrangements shall be made by the person conducting the event to ensure that no interference will occur with the public use of any adjacent public roadways. The traffic control proposal shall be subject to the approval of the city engineer.
- 7) Parking. The application and site plan shall specify the planned accommodations for public parking. The person conducting the event shall provide adequate parking for persons in attendance commensurate with the estimated number of persons that the selected site can accommodate. Under no circumstances will parking be permitted upon public roadways if said parking would be in violation of posted parking restrictions.
- 8) Sanitation. The application shall include the number and placement of sanitary toilet facilities which will be provided by the person conducting the event. The application shall be accompanied by a letter from the city health officer that indicates that he has reviewed the site plan and estimate of the number of persons in attendance and has determined that the number and kind of proposed toilet facilities is adequate to meet the needs of persons in attendance at the event.
- 9) Garbage. The application shall include a description of the size and number of available garbage disposal units on the site of the event in addition to the arrangements made to clean up the site after the event has ended.
- 10) Fencing and barricades. The application shall contain a description of the fencing and barricade system which is intended to control access to the event site, if such event is to be outdoors, and the location of the fencing and barricade system shall be noted on the site plan. If alcoholic beverages are to be dispensed or consumed at the public event, which event is outdoor, the perimeter of the site must be surrounded by a six-foot cyclone-style fence or enclosed within a tent which has four sides. For all events, whether outdoors or indoors, adequate provisions for entrances and exits and access by fire, police and other emergency personnel or vehicles shall also be noted in the application and on the site plan.
- 11) Signing. The application shall contain a description of the signing which is proposed to control pedestrian and vehicular traffic, parking, and provide appropriate notices to the persons in

attendance at the event. The size, wording and placement of the signs shall be included in the description and shall be subject to the approval of the city engineer.

- 12) Sale or consumption of alcoholic beverages. If the applicant intends to sell or allow the consumption of alcoholic beverages at the public event the identity of the alcoholic beverage licensee who will be dispensing said beverages shall be provided. The board may, by resolution or by condition attached to the permit, restrict the sale, dispensing and consumption of alcoholic beverages to beer or beer and wine only at the event or series of events. Therefore, the person holding the event shall include within the application a description of the efforts that will be taken to prevent the consumption of other alcoholic beverages at the event, including those alcoholic beverages attempted to be brought in by members of the public. At all such events the dispensing of alcoholic beverages in glass bottles, glass drinking cups or any other glass containers shall be prohibited.
- 13) Security. N.D.C.C. § 53-02-08 requires the city police department to police the event at the expense of the person conducting the event, which payment must be received by the city license officer 72 hours in advance of the event. The application shall contain, in addition to the estimated number of persons in attendance, an estimate of the number of police officers which will be needed to adequately police the event. The chief of police will be responsible for making the final determination of the number of officers that will be required.
- 14) Bond required. The person conducting the event shall file with the city license officer a cash bond in an amount to be set by resolution of the board. The bond shall be returned to the person after the event if the site has been adequately cleaned and if no additional costs or property damage has resulted from or as a result of the event.
- 15) Cost to the city. If the proposed event necessitates any expenditures on the part of the city, excluding the cost of providing police security, such costs shall be paid to the city by the person conducting the event. The posted cash bond shall be used by the city to cover the costs associated with the event and the balance, if any, will be returned to the person conducting the event. If the cash bond does not cover the costs resulting from the public event, the person conducting the event shall be assessed the additional costs. Costs within this section include, but are not limited to, the following:
 - a. Costs of cleanup or garbage removal;
 - b. Costs of traffic signing, fencing or barricades;
 - c. Any property damage to public property which occurred during or as a result of the event; and
 - d. Any additional costs associated with crowd control, including injury to city employees or other persons, which occurred during or as a result of the event.
- 16) Temporary vacation of streets. If the site plan proposed by the applicant requires the use of any public street, alley or right-of-way, the application and the site plan shall clearly designate the portion of the public street, alley or right-of-way to be temporarily vacated. In no event shall more of a public street adjoining one-half of a public block be vacated and, in each instance, adequate access for emergency vehicles shall be provided. The temporary vacation of any public street or right-of-way shall be subject to the approval of the city engineer. The board shall determine whether any public street, alley or right-of-way may be temporarily vacated for a public event on a case-by-case basis.
(Code 1979, § 10-04-07; Code 1994, § 12-03-11; Ord. No. 744, § 2, 1989)

Sec. 12-9-5. - Inquiry and investigation.

The board shall make such inquiry and investigation as to the propriety of granting or refusing such permit as shall be deemed necessary.

(Code 1979, § 10-04-07; Code 1994, § 12-03-12; Ord. No. 744, § 2, 1989)

Sec. 12-9-6. - Refusal and revocation of public event permit for cause.

- (a) The board may revoke the public event permit at any time for violation of any of the provisions of this chapter. The board shall refuse to issue such permit, and shall revoke a permit already issued, where it appears that:
- 1) The permitted site is or is likely to become a public nuisance or detrimental to public health, safety or order;
 - 2) The provisions of this chapter are being violated;
 - 3) An alcoholic beverage or controlled substance is being sold, or given away, except as authorized by terms of the permit;
 - 4) Any of the city ordinances or state laws are being violated;
 - 5) The chief of police determines that adequate security cannot be provided to the public event either by city police officers, special police or a combination thereof; or
 - 6) The board has determined that the number of like events needs to be limited in order to ensure the health, safety and security of the public.
 - 7) The chief of police shall report any violations of the permit or violations of city ordinances or state laws immediately to the board. Notwithstanding any of the provisions of this chapter, if the chief of police determines that the conduct of any public event has become a public nuisance or injurious to the public peace, health or safety, the chief of police shall immediately cause said event to be closed to the public and thereafter notify the board of the action and reasons therefor.
- (Code 1979, § 10-04-07; Code 1994, § 12-03-14; Ord. No. 744, § 2, 1989)

Sec. 12-9-7. - Restrictions and conditions attached to public event permit.

If the board determines that the public event will not unduly interfere with the peace, health or safety of the public or the neighborhood in which the event will occur and that the applicant is in compliance with the requirements for sanitation and garbage disposal; parking, fencing, traffic and crowd control; security; and regulation of alcoholic beverage consumption, the board may approve the issuance of the permit to be effective for the dates designated and subject to any necessary restrictions and conditions, including the following restrictions and conditions:

- 1) Alcoholic beverages may be distributed and consumed, and dancing may be permitted only in those areas specifically designated in the site plan and approved by the board;
 - 2) Dancing and the distribution of alcoholic beverages shall be permitted only during the hours designated by the board, which in no event shall be before the hour of 12:00 noon on the date specified in the permit and after 1:00 a.m. of the following day;
 - 3) No person having a permit to hold a public event at which alcoholic beverages are to be sold, distributed or consumed shall permit in any such event any person who is obviously intoxicated or who is under 21 years of age, except persons under 21 years of age may be permitted at a public event if the sale and consumption of alcoholic beverages is segregated and constricted to an area barricaded from the public event by a six-foot cyclone-style fence or structure to which access by such persons is prohibited;
 - 4) The licensee as a condition to the issuance of such permit consents and agrees that any city police officer or special police officer may enter upon and inspect the licensed premises or site or any part at any time for the purpose of determining compliance with the conditions of the permit and city ordinances; and
 - 5) The licensee shall comply with all other applicable ordinances and laws relating to health and sanitation and the use and sale of alcoholic beverages in the city.
- (Code 1979, § 10-04-07; Code 1994, § 12-03-14; Ord. No. 744, § 2, 1989)

Sec. 12-9-8. - Limits on number of public event permits.

The board may, by resolution, set a maximum limit on the number of public event permits which will be granted during any period of time. Notwithstanding any restrictions on the number of events, the board may deny any application for a permit if it determines that adequate provision for traffic control, health, safety or security cannot be provided for the event.

(Code 1979, § 10-04-07; Code 1994, § 12-03-15; Ord. No. 744, § 2, 1989)

Sec. 12-9-9. - Indemnification of city.

A person may not give, hold or conduct a public event, nor may the board approve a permit for such public event, without the person having first filed with the city license officer a bond or certificate of insurance in the amount as specified by resolution of the board, indemnifying the city and the public against personal injury or property damages occurring at or as a result of the public event. The person giving, holding or conducting the public event agrees to save and hold harmless the city for any personal injury or property damage resulting from actions of any city employees, police officers or special officers in the course of their employment, which actions are directly related to the conduct of the public event.

(Code 1979, § 10-04-07; Code 1994, § 12-03-16; Ord. No. 744, § 2, 1989)

Sec. 24-9-3. - Parade permit required.

No person shall engage in, participate in, aid, form or start any parade without a parade permit issued by the city.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Sec. 24-9-4. - Application for parade permit.

- a. A person desiring a parade permit shall file an application with the city on forms provided by the city. Such application shall be filed not less than seven days nor more than 60 days before the date on which it is proposed to conduct the parade.
- b. The application for a parade permit shall contain all information deemed necessary by the city in order to fully evaluate the request
- c. The city, where good cause is shown therefor, may consider any application which is filed less than seven days before the date such parade is proposed to be conducted.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Sec. 24-9-5. - Standards for issuance of parade permit.

The city shall issue a parade permit when, from a consideration of the application and from such other information as may otherwise be obtained, it finds that:

- 1) The conduct of the parade will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route.
- 2) The conduct of the parade will not require the diversion of so great a number of police officers to properly police the line of movement and the areas contiguous thereto as to prevent normal police protection to the city.

- 3) The conduct of such parade will not require the diversion of so great a number of ambulances as to prevent normal ambulance service to portions of the city other than that to be occupied by the proposed line of march and areas contiguous thereto.
- 4) The concentration of persons, animals and vehicles at assembly points of the parade will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such assembly areas.
- 5) The conduct of such parade will not interfere with the movement of firefighting equipment en route to a fire.
- 6) The conduct of the parade is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or create a disturbance.
- 7) The parade is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays en route.
- 8) The parade is not to be held for the sole purpose of advertising any product, cause, goods or events and is not designed to be held purely for private profit.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Sec. 24-9-6. - Notice of denial of parade permit.

If the city disapproves the application for a parade permit, the city shall mail to the applicant, within three days after the date upon which the application was filed, a notice of such action.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Sec. 24-9-7. - Alternative parade permit.

The city, in denying an application for a parade permit, may authorize the conduct of the parade on a date, at a time or over a route different from that named by the applicant. An applicant desiring to accept an alternate permit shall, within five days after notice of such action, file a written notice of acceptance with the city. An alternate parade permit shall conform to the requirements of, and shall have the effect of, a parade permit under this article.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Sec. 24-9-8. - Contents of parade permit.

Each parade permit shall state the following information:

- 1) Starting time.
- 2) Minimum speed.
- 3) Maximum speed.
- 4) Maximum interval of space to be maintained between the units of the parade.
- 5) The portions of the streets to be traversed that may be occupied by the parade.
- 6) The maximum length of the parade in miles or fractions thereof.
- 7) Such other information as the governing body shall find necessary to the enforcement of this article.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Permit Application #: _____ **Date Complete:** _____
(For office use only)

Sec. 24-9-9. - Carrying parade permit.

The parade chairperson or other person heading or leading such activity shall carry the parade permit upon their person during the conduct of the parade.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)

Sec. 24-9-10. - Revocation of parade permit.

The city may, after a hearing affording due process, revoke a parade permit issued under this article upon application of the standards for issuance as set forth in this article.

(Code 1979, § 9-01-01; Code 1994, § 20-09-02; Ord. No. 658, § 1, 1982; Ord. No. 789, § 1-3, 1991)














Special Event Permit-Touch a Truck


Final Audit Report

2025-03-25

Created:	2025-03-19
By:	Tasha Scott (tasha.scott@mandanpd.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAFxoWrSZ_VVJdJrh4QFylesvsUqiEcVBa

"Special Event Permit-Touch a Truck" History


-  Document created by Tasha Scott (tasha.scott@mandanpd.com)
2025-03-19 - 1:06:51 PM GMT
-  Document emailed to Patrick Haug (phaug@mandanpd.com) for signature
2025-03-19 - 1:18:35 PM GMT
-  Email viewed by Patrick Haug (phaug@mandanpd.com)
2025-03-19 - 1:21:10 PM GMT
-  Document e-signed by Patrick Haug (phaug@mandanpd.com)
Signature Date: 2025-03-19 - 1:21:53 PM GMT - Time Source: server
-  Document emailed to Jarek Wigness (jarek.wigness@cityofmandan.com) for signature
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-  Document e-signed by Jarek Wigness (jarek.wigness@cityofmandan.com)
Signature Date: 2025-03-25 - 3:14:37 PM GMT - Time Source: server
-  Document emailed to mbitz@cityofmandan.com for signature
2025-03-25 - 3:14:39 PM GMT
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2025-03-25 - 3:17:41 PM GMT
-  Signer mbitz@cityofmandan.com entered name at signing as Mitch L. Bitz
2025-03-25 - 3:18:19 PM GMT

 Document e-signed by Mitch L. Bitz (mbitz@cityofmandan.com)

Signature Date: 2025-03-25 - 3:18:21 PM GMT - Time Source: server

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2025-03-25 - 3:18:23 PM GMT

 Email viewed by Shane OKeefe (shane.okeefe@cityofmandan.com)

2025-03-25 - 7:13:02 PM GMT

 Document e-signed by Shane OKeefe (shane.okeefe@cityofmandan.com)

Signature Date: 2025-03-25 - 7:13:29 PM GMT - Time Source: server

 Agreement completed.

2025-03-25 - 7:13:29 PM GMT



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 17, 2025
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Consider driveway width variance request for 1207 1st Street SW

STATEMENT/PURPOSE:

To consider a variance to allow a wider than 36 foot driveway

BACKGROUND/ALTERNATIVES:

Scott Wiese recently completed the construction of a house in South West Mandan. This house has many garage doors. Scott requested that the engineering department grant a variance on the need for a "wider apron for navigating turns in with long-wheel base vintage vehicles that are low to the ground and will need to traverse the entrance at wide angle to avoid scraping." The engineering department denied the initial request of 96 feet. Scott is now asking for 72 feet. The north apron would be 22 feet wide and the west apron would be 50 feet wide. The max allowable driveway width for a residential property is currently one or two driveways totaling 36 feet.

Below are the variance requirements that we consider for such requests under section 105-1-12 of city code.

1. Variances.

- a. On appeal from an order, requirement, decision or determination made by an administrative official, the board of adjustment may vary or adjust the strict application of any of the requirements of this chapter in the case of an exceptionally irregular, narrow, shallow or steep lot or other exceptional physical or topographical condition, by reason of which the strict application of the provisions of the chapter would result in unnecessary hardship that would deprive the owner of a reasonable use of the land or building involved, but in no other case.
- b. No adjustment in the strict application of any provisions of this chapter shall be granted by the board of adjustment unless it finds that:

April 1, 2025

Subject: Consider driveway width variance request for 1207 1st Street SW

Page 2 of 3

1. There are special circumstances or conditions, fully described in the findings of the board, applying to the land or buildings for which the variance is sought, which circumstances or conditions are peculiar to such land or building, and do not apply generally to land or buildings in the neighborhood, and have not resulted from any act of the applicant taken subsequent to the adoption of this chapter, whether in violation of the provisions of the chapter, or not;
2. For reasons fully set forth in the findings of the board, the circumstances or conditions so found are such that the strict application of the provisions of this chapter would deprive the applicant of the reasonable use of said land or building, and the granting of the variance is necessary for the reasonable use of the land or building, and that the variance as granted by the board is the minimum variance that will accomplish the relief sought by the applicant;
3. The grant of the variance will be in harmony with the general purposes and intent of this chapter, and not be injurious to the neighborhood or otherwise detrimental to the public welfare.

ATTACHMENTS:

1. Application
2. Image

FISCAL IMPACT:

There is no fiscal impact associated with this agenda item.

STAFF IMPACT:

Minimal.

LEGAL REVIEW:

All items have been made available to the city attorney for review.

RECOMMENDATION:

To review the variance request and consider the applicant's statement of hardship.

SUGGESTED MOTION:

I move to:

- Approve the request, finding the statement of hardship to be justifiable

- Deny the request as submitted
- Approve a reduced form of the request, contingent on the Engineering Department's approval

CITY OF MANDAN	
Development Review Application	
Minor Plat (\$300)	Zone Change (\$600)
Preliminary Plat up to 20 acres (\$450)	Planned Unit Development (\$700)
Preliminary Plat more than 20 acres (\$500)	Land Use and Transportation Plan Amendment (\$1,000)
Final Plat up to 20 lots (\$450)	Vacation (\$500)
Final Plat 21 to 40 lots (\$600)	Variance (\$400)
Final Plat more than 40 lots (\$750)	Special Use Permit (\$450)
Annexation (\$450)	Stormwater submittal (\$300)
Masterplanned Subdivision (not accepted without preliminary plat) (\$250)	Stormwater 2 nd & subsequent resubmittal (\$50)
<input checked="" type="checkbox"/> Appeals to Administrative Denials (Variance to Non-zoning/Non-subdivision regulations) (\$250)	Document Recording (\$30)
Summary of Request (Add separate sheet(s) as necessary) <i>totaling 72' I would like IN Lieu of 2 36' Foot aprons totaling 72' to do one 28' and one 50'</i>	

Engineer/Surveyor			Property Owner or Applicant		
Name			Name <i>Scott Wiese</i>		
Address			Address <i>1207 1st St. S.W.</i>		
City	State	Zip	City	State	Zip
			<i>MANDAN</i>	<i>ND</i>	<i>58554</i>
email			email		
Phone			Phone		
			<i>701-220-0509</i>		
Fax			Fax		
If the applicant is not the current owner, the current owner must submit a notarized statement authorizing the applicant to proceed with the request.					

Location		Type		Existing Zone	Proposed Zone	Project Name
City	ETA	New	Addition			
Property Address				Legal Description		
<i>1207 1st St. S.W.</i>				<i>Riverside 2nd Addition</i>		
Current Use				<i>Lot 1 Block 1</i>		
Proposed Use						
Section <i>28</i>		Township <i>139</i>		Range <i>81</i>		
Parcel Size	Building Footprint	Stories	Building SF	Required Parking		Provided Parking

Print Name <i>Scott Wiese</i>	Signature <i>[Signature]</i>	Date <i>3-14-25</i>
-------------------------------	------------------------------	---------------------

Office Use Only			
Date Received: <i>3-14-2025</i>	Initials: <i>nm</i>	Fees Paid: \$ <i>250</i>	Date: <i>3-14-2025</i>
Notice in paper	Mailed to neighbors	P&Z meeting	
Approved	Approved with conditions:		
Denied			





City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 18, 2025
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Consider Task Order for Construction Oversight of the Rapid Rectangular Flashing Beacon Project

STATEMENT/PURPOSE:

To consider and possibly amend an agreement with Moore Engineering for construction engineering services for the 2024 Rectangular Rapid Flashing Beacon Installations (RRFB).

BACKGROUND/ALTERNATIVES:

The NDDOT is funding the installation of 4 RRFB pedestrian crossings in Mandan. The project was bid on March 21st. Construction is expected to take place this summer. In order to meeting federal funding requirements, the project will require full time inspection and DOT paperwork.

Moore Engineering prepared plans and specifications for the RRFB installation. They have prepared a task order amendment to provide construction engineering services.

ATTACHMENTS:

None

FISCAL IMPACT:

The task order for construction engineering services is \$98,230. 3/4 of this would be paid through sales tax, with the remaining special assessed to the benefiting properties for the non-eligible items.

STAFF IMPACT:

Moderate time and effort working alongside Moore Engineering on this project.

LEGAL REVIEW:

All commission documents have been forwarded to the City Attorney for review.

RECOMMENDATION:

Approve Task Order No. 4 Amendment 2 with Moore Engineering for construction engineering services for the 2024 RRFB Installations project.

SUGGESTED MOTION:

I move to approve Task Order No. 4 Amendment 2 with Moore Engineering for construction engineering services for the 2024 RRFB Installations project.



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 26, 2025
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Consider a Task Order Amendment to include construction oversight of the 2025 Reconstruction Project - Monte Drive

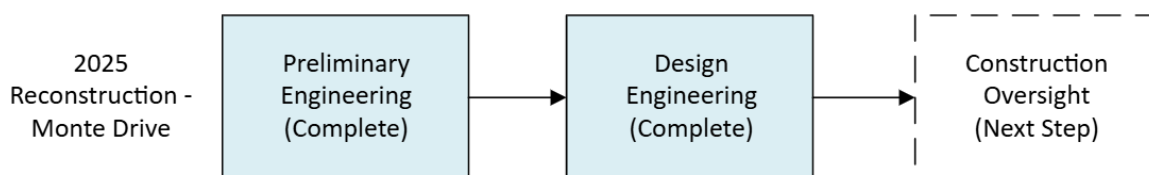
STATEMENT/PURPOSE:

To consider Task Order 5 Amendment 2 for Construction Engineering for the Mandan 2025 Street and Water Reconstruction Project (Water and Sewer District 65).

BACKGROUND/ALTERNATIVES:

Bids were received on March 18th for the construction of 2025 Street and Water Reconstruction Project. Construction will include over 25 blocks of water main installation, installation of a pressure release valve vault, sanitary sewer rehabilitation, and restoration.

Moore Engineering has submitted a task order amendment to provide full-time inspection, construction contract administration, staking, and post-construction engineering services for the project. This is an expected amendment and has been considered during the project and assessment estimate process.



ATTACHMENTS:

1. Task Order 5 - Amendment 2

FISCAL IMPACT:

The engineering task order is for \$625,000. The City has applied for 60% funding for eligible items from the Department of Water Resources.

STAFF IMPACT:

Significant time and effort working alongside Moore Engineering on this project.

LEGAL REVIEW:

This item has been reviewed as part of the agenda packet.

RECOMMENDATION:

Approve Task Order 5 Amendment 2 for Construction Engineering Services on the Mandan 2025 Street and Water Reconstruction Project.

SUGGESTED MOTION:

I move to approve the amendment to Task Order 5, as presented.

Amendment No. 2 To Task Order No. 5

1. Background Data:

- A. Effective Date of Task Order: May 7, 2024
- B. Owner: City of Mandan
- C. Engineer: Moore Engineering, Inc.
- D. Specific Project: 2025 Street and Water Improvements (W&S Imp District 65)

2. Description of Modifications

- A. The purpose of this Amendment is to add Construction Engineering services and project inspection to the Task Order. Engineer shall perform Additional Services (and related terms and conditions) set forth in the sections of Exhibit A and Exhibit D listed below, as attached to the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated September 5, 2023 ("Agreement"), such sections being hereby incorporated by reference.
 - 1. Construction Phase Services (Exhibit A, Paragraph A1.05)
 - 2. Post-Construction Phase Services (Exhibit A, Paragraph A1.06)
 - 3. Resident Project Representative (RPR) Services (Exhibit D)
 - 4. The following summary comprises the basis of Engineer's compensation:
 - a. Construction is anticipated to last 28 weeks, beginning May 19, 2025, and to be substantially complete by June 26, 2026, and that Contractor will work 5 days per week. Schedule assumes May 19, 2025 through October 31, 2025 and 4 weeks of construction in 2026. Engineer's Exhibit D budgeted hours are for two full-time RPRs based on 55 hours per week during this timeframe.
 - b. AE2S will be retained as a Subconsultant to provide inspection support for PRV vault installation and start up.
 - c. If it becomes apparent that Engineer's services related to A1.05, A1.06 or Exhibit D will require more time than anticipated, Engineer shall notify Owner and prepare a subsequent Task Order Amendment.
 - d. Construction surveys and staking will include:
 - 1) Establish benchmarks (2 mobilizations)
 - 2) Stake sanitary sewer main and manholes (3 mobilizations)
 - 3) Stake watermain and appurtenances (6 mobilizations)
 - 4) Stake curb realignments at Boundary/6th and 6th/11th (1 mobilization)

- 5) Coordinate and check grading surface with contractor (1 mobilization)
- e. Engineer's compensation includes a limited amount of time to assist Owner and Contractor with minor Work Change Directives and Change Orders that do not require re-design or otherwise modifying the Contract Documents. If a significant change is requested that entails modifications to the Contract Documents, Engineer will proceed with Additional Services in accordance with A2.01.B.1 of the Agreement.
- B. 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: N/A
- C. The responsibilities of Owner with respect to the Task Order are modified as follows: N/A
- D. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation: **\$625,000** (items 1.g-1.i below). Part 6.A of the Task Order is modified as follows:

Description of Service	Amount	Basis of Compensation
1. Basic Services (Part 1 of Exhibit A)		
a. Study and Report Phase	\$111,590	Hourly, Standard Rates
b. Preliminary Design Phase (30%)	\$66,330	Hourly, Standard Rates
c. Special Assessment District Phase Services	\$18,630	Hourly, Standard Rates
d. Transportation Phase Services	\$27,085	Hourly, Standard Rates
e. Final Design Phase Services	\$467,240	Hourly, Standard Rates
f. Bidding or Negotiating Phase	\$17,465	Hourly, Standard Rates
g. Construction Phase *	\$279,000	Hourly, Standard Rates
h. Resident Project Representative Services *	\$320,500	Hourly, Standard Rates
i. Post-Construction Phase	\$25,500	Hourly, Standard Rates
TOTAL COMPENSATION	\$1,333,340	
2. Additional Services (Part 2 of Exhibit A)	TBD	Hourly, Standard Rates

*Based on the construction period outlined above.

- E. The schedule for rendering services under this Task Order is modified as follows: See above schedule-related assumptions as the basis for Engineer's compensation. It is anticipated that Substantial and Final Completion will occur in 2026.
- F. Other portions of the Task Order (including previous amendments, if any) are modified as follows: N/A
- G. Attachments:
 1. Work Breakdown Structure (tasks and hours)

3. Task Order Summary (Reference only)

A.	Original Task Order amount:	\$223,635
B.	Net change for prior amendments:	\$484,705
C.	This amendment amount:	\$625,000
D.	Adjusted Task Order amount:	\$1,333,340

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 April 1, 2025.

OWNER: **City of Mandan**

ENGINEER: **Moore Engineering, Inc.**

Signed: _____

Signed: _____

Name: _____

Name: Carl Jackson, PE


Title: _____

Title: Market Leader

Date
Signed: _____

Date
Signed: _____



<div><div></div></div>																				
Project Name: Mandan 2025 Street and Water Improvements																				
Project Number: 24080																				
Client: City of Mandan																				
DATE: 4/1/2025																				
PHASE	TASK NO.	PHASE DESCRIPTION	Defined Limits	TASK HOURS TOTAL	PROJECT MANAGER	SENIOR PE	SR GIS COORDINATOR	PROJECT ENGINEER	SR CONST ENGINEER/SPECIALIST	CONST ENGINEER/SPECIALIST II	GRADUATE ENGINEER	ENGINEERING DESIGNER II	ENGINEERING TECH I	SURVEY MANAGER	SURVEY CREW CHIEF II	SURVEY TECH III	MARKETING SPECIALIST III			
410 - Resident Project Representative																				
410	410.001	Resident Project Representative - RPR #1	Full time RPRs for 140 days - 11 hour days (28 weeks, 5 days a week)	1540.00									1540							
410	410.002	Resident Project Representative - RPR #2	Full time RPRs for 140 days - 11 hour days (28 weeks, 5 days a week)	1540.00									1540							
410	410.003	Resident Project Representative - Sr. Construction Engineer	40 hours total across the project	40.00					40											
410	410.004	PRV vault inspection support	AE2S to assist with plan questions, inspection, and startup					4	8				8							
410	410.005	PRV vault inspection and start up coordination	4 site visits	28.00	4	4		4	8				8							
3148.00					4	4		4	48				3088							
420 - Construction Staking																				
420	420.001	Field Stake Water Main and Hydrants	Assume 6 trips	57.00				3						6	24	24				
420	420.002	Field Stake Sanitary Sewer Mains and Manholes	Assume 3 trips	29.00				2						3	12	12				
420	420.003	Field Stake Benchmarks	Assume 2 trips	20.00				2						2	8	8				
420	420.004	Prepare surface and coordinate with contractor for grading	Assume 2 trips	20.00				2						2	8	8				
420	420.005	Field stake curb realignment	Boundary/6th and 6th/11th - Assume 1 trip	19.00				1						2	8	8				
145.00								10						15	60	60				
440 - Construction Contract Administration																				
440	440.001	Preconstruction meeting - attendance, notes, and minutes	1 In-Person meeting (PM, Engineer, RPR)	16.00	6			6		4										
440	440.002	Review submittals		26.00	2	8		12		4										
440	440.003	Project management - daily coordination, invoicing, owner communication, internal communication	28 weeks - 8 hours/week	224.00	224															
440	440.004	Contract Administration - daily contractor and RPR communication, owner communication, quantities, project updates	28 weeks - 10 hours/week	420.00				280			140									
440	440.005	Weekly construction meetings - agenda, minutes, and follow up	1/week for 28 weeks (PM, Engineer, RPR)	84.00	28			28					28							
440	440.006	Pay applications	1/month for 7 months	35.00				21			14									
440	440.007	Funding reimbursement requests	1/month for 7 months	35.00				21			14									
440	440.008	Attend commission meetings and prepare agendas	Assume 7	21.00	21															
440	440.009	Site visits - General	1/week for engineer, 1/month for PM	252.00	28			112			112									
440	440.010	Site visits - Special trips to review issues	Assume 7	56.00	14	14		14			14									
440	440.010	Bi-weekly project update flyers	Assume 14	63.00				28			7							28		
440	440.011	Coordination with utility companies (Gas, electric, communications)		12.00	4			8												
440	440.012	Review sanitary sewer televising - recommend spot repairs, evaluate condition		54.00	6	8		40												
440	440.013	Contractor change order requests - review, recommendation to the city	Assume 10	60.00	20			40												
440	440.014	Requests from City for Change Orders - give options, estimate cost, mapping, and recommendations	Assume 5	35.00	15			20												
1393.00					368	30		630		8	301		28					28		
450 - Post Construction																				
450	450.001	Record Drawings		38.00	2			16				20								
450	450.002	Send City linework for GIS		12.00			4	8												
450	450.003	Substantial completion paperwork and walk through		20.00	8			12												
450	450.004	Punch list and verification		20.00	4			8			8									
450	450.005	Final completion paperwork		8.00	4			4												
450	450.006	DWR and DWSRF project closeout		18.00	2			8			8									
450	450.007	Special Assessment support services	Assume 25 hours	25.00	5			20												
141.00					25		4	76			16	20								
					397	34	4	720	48	8	317	20	3,116	15	60	60	28			



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 26, 2025
SUBMITTING DEPARTMENT: Public Works
DEPARTMENT DIRECTOR: Shane O'Keefe
PRESENTER: Shane O'Keefe, Public Works Director
Jarek Wigness, City Engineer
SUBJECT: Consider a 2025 budget amendment for the Tree Inventory project

STATEMENT/PURPOSE:

To consider and possibly approve a budget amendment to complete a tree inventory effort.

BACKGROUND/ALTERNATIVES:

The City applies to two annual \$10,000 grant programs that highly reward applicants that have a completed tree inventory. On top of that, a tree inventory would streamline recurring processes across several City departments. City staff estimate that there are just under 10,000 trees that need to be identified, and an inventory would likely cost about \$6 per tree. If approved, the City would try to get this effort completed this year.

ATTACHMENTS:

None

FISCAL IMPACT:

The estimated cost of an inventory is \$60,000. This would be paid of the City's sales tax fund. If the inventory turned each application from rejection into an award, the City would see a return on investment in about 3 years.

STAFF IMPACT:

Moderate effort coordinating with tree inventory teams.

LEGAL REVIEW:

This item has been reviewed as part of the agenda packet.

RECOMMENDATION:

To approve the budget amendment to complete a tree inventory.

SUGGESTED MOTION:

I move to authorize a 2025 budget amendment of \$60,000 out of the City's sales tax fund to complete a tree inventory.



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 27, 2025
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Consider Amendment No. 3 for the WTP Phase III Optimization Project.

STATEMENT/PURPOSE:

To consider and possibly approve an amendment with AE2S for professional services related to the Water Treatment Plant (WTP) Phase III Optimization Project in support of Construction, Startup and Commissioning, and Post-Construction services.

BACKGROUND/ALTERNATIVES:

Bids for this project will be opened March 27th with results presented for Commission consideration April 1st. This amendment is for professional services to support construction of the project.

This project generally includes the replacement of CO2 tanks and lime systems, filter rehabilitation, upgrading the chlorine room and equipment, and several other items. This project provides much needed redundancy to these systems and reduces the chances of future plant shutdowns.

Recall we currently have an agreement with the SWC for the original task order preconstruction (design and bidding) funding and an application being considered at the SWC April 10th meeting for construction funding.

Attachments:

1.AE2S Amendment No. 3 to Task Order No. 6

ATTACHMENTS:

None

FISCAL IMPACT:

The City budgeted \$700,000 in 2024 for the preliminary engineering for this project. This amendment is in the amount of \$195,000 and brings the total engineering services agreement amount to \$769,000. This needs to be submitted to SWC but we understand it is eligible for 60% SWC cost-share funding.

STAFF IMPACT:

Minimal

LEGAL REVIEW:

All items have been forwarded to the City Attorney office.

RECOMMENDATION:

Enter into the amendment with AE2S for construction services related to the WTP Phase III Optimization Project contingent on approval of the SWC Cost-Share construction funding application.

SUGGESTED MOTION:

I move to approve entering into Amendment No. 3 for Task Order No. 6 with AE2S for engineering services related to the WTP Phase III Optimization Project, as presented. Amendment contingent on approval of the SWC Cost-Share construction funding application.



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 27, 2025
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Request for Memorial Highway Improvement Project - West Half Pre-Construction Cost-Share

STATEMENT/PURPOSE:

This request is for the Memorial Highway Improvements Project – West Half pre-construction cost-share for consideration at the State Water Commission.

BACKGROUND/ALTERNATIVES:

This request is the amount of \$38,014.00 to cover AE2S's remaining engineering fees to complete the west plans.

Will possibly be submitted at the August 2025 State Water Commission meeting.

ATTACHMENTS:

1. Mandan Memorial Highway West - Cover Letter

FISCAL IMPACT:

N/A

STAFF IMPACT:

N/A

LEGAL REVIEW:

The item has been sent to the City Attorney for review.

RECOMMENDATION:

Engineering staff recommends the Request for Memorial Highway Improvements Project - West Half Pre-Construction Cost-Share.

SUGGESTED MOTION:

I move to approve the Request for Memorial Highway Improvements Project - West Half Pre-Construction Cost-Share.

March 27, 2025

Reice Haase, Director
State Water Commission
1200 Memorial Highway
Bismarck, ND 58504

**Re: SWC Project No. 2050-MAN
Mandan Memorial Highway Improvements Project – West Half
Pre-Construction Cost-Share Request**

Director Haase:

The City of Mandan is pleased to continue working with the Department of Water Resources on the completion of the Memorial Highway Project. This request is for the Memorial Highway Improvements Project – West Half pre-construction cost-share for consideration at the upcoming June State Water Commission meeting.

The West Half Project is the second, and final, phase of the Memorial Highway Improvements Project and is currently scheduled for construction in 2026/2027. The project involves the removal and replacement of old asbestos cement watermain, which has been prone to frequent main breaks. This project will not only install new watermain in a more accessible location for future maintenance and will significantly benefit the city long-term. By including the watermain replacement with the North Dakota Department of Transportation's upcoming highway project, we can ensure a more efficient and cost-effective solution that minimizes disruption and enhances the overall infrastructure for the City of Mandan.

We appreciate your consideration of Mandan's cost-share request and the opportunity to present a project that promises to significantly improve our city's water system. We look forward to working with the North Dakota Department of Water Resources on funding assistance for the final phase of this important project. If you have any questions, please do not hesitate to contact me at 701-667-3210.

Sincerely,

City of Mandan

Jim Neubauer
City Administrator

c: Jasper Klein, PE, AE2S



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 25, 2025
SUBMITTING DEPARTMENT: Administration
DEPARTMENT DIRECTOR: Jim Neubauer
PRESENTER: Jim Neubauer, City Administrator
SUBJECT: Legislative Update

STATEMENT/PURPOSE:

To update the City Commission related to legislative items.

BACKGROUND/ALTERNATIVES:

Information will be provided prior to the Commission Meeting.

ATTACHMENTS:

None

FISCAL IMPACT:

STAFF IMPACT:

LEGAL REVIEW:

RECOMMENDATION:

SUGGESTED MOTION:



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 19, 2025
SUBMITTING DEPARTMENT: Planning
DEPARTMENT DIRECTOR: Andrew Stromme
PRESENTER: Andrew Stromme, City Planner
SUBJECT: Second Consideration of Ordinance 1460, a zone change from A - Agriculture and MC - Industrial to MC - Industrial for HRWTC Addition

STATEMENT/PURPOSE:

Zone Change from A - Agriculture and MC - Industrial to MC - Industrial for HRWTC Addition

BACKGROUND/ALTERNATIVES:

The first reading and public hearing of this item was approved at the March 18, 2025 City Commission agenda.

ATTACHMENTS:

1. Ordinance No. 1460

FISCAL IMPACT:

N/a

STAFF IMPACT:

Minor

LEGAL REVIEW:

This item has been reviewed as part of the agenda packet.

RECOMMENDATION:

Staff and the Planning and Zoning Commission recommend approval of the second consideration of Ordinance 1460.

SUGGESTED MOTION:

City Commission

Agenda Documentation

April 1, 2025

Subject: Second consideration of Ordinance 1460, a zone change from A - Agriculture and MC - Industrial to A - Agriculture for HRWTC Addition

Page 2 of 2

I move to approve the second consideration of Ordinance 1460.

ORDINANCE NO. 1460

AN ORDINANCE TO AMEND AND REENACT SECTION 105-2-2 OF THE MANDAN CODE OF ORDINANCES RELATING TO DISTRICT BOUNDARIES AND ZONING MAP OF THE CITY OF MANDAN, MORTON COUNTY, NORTH DAKOTA.

WHEREAS, The Mandan Land Use and Transportation Plan designates the subject property as public land use; and

WHEREAS, Adjacent properties are zoned MC - Industrial and A - Agriculture. It is bordered by the railroad to the north, Dombeck Industrial Park 1st Addition and State of North Dakota Lands to the west, the USDA Great Plains Research Facility to the south, and the Lower Heart River/Highway 6 to the east. The proposed use aligns with the future land use plan recommendation of public land use would be appropriate; and

BE IT ORDAINED By the Board of City Commissioners of the City of Mandan, Morton County, North Dakota, as follows:

SECTION 1. ZONING AMENDMENT. Section 105-2-2 of the Mandan Code of Ordinances is amended to read as follows:

HRWTC ADDITION OF SECTIONS 28 & 33, TOWNSHIP 139N, RANGE 81W, CITY OF MANDAN, MORTON COUNTY, NORTH DAKOTA:

SAID TRACT OF LAND CONTAINING 86.91 ACRES, MORE OR LESS.

- SHALL BE REMOVED FROM THE A - AGRICULTURE AND MC – INDUSTRIAL DISTRICTS AND SHALL BE INCLUDED IN THE A – AGRICULTURE DISTRICT.

SECTION 2. RE-ENACTMENT. Section 105-2-2 of the Mandan Code of Ordinances is hereby re-enacted as amended. The city planner is authorized and directed to make the necessary changes upon the official zoning map of the city in accordance with this section.

James Froelich, President
Board of City Commissioners

Attest:

Jim Neubauer
City Administrator

Planning and Zoning Commission:
First Consideration:
Second Consideration and Final Passage:

February 24, 2025
March 18, 2025
April 1, 2025



City Commission

Agenda Documentation

MEETING DATE: April 1, 2025
PREPARATION DATE: March 26, 2025
SUBMITTING DEPARTMENT: Utility Maintenance & Finance

DEPARTMENT DIRECTOR: Shane O'Keefe
PRESENTER: Shane O'Keefe, Public Works Director
SUBJECT: Resolution establishing rates and charges for water meters

STATEMENT/PURPOSE:

Resolution establishing rates and charges for water meters

BACKGROUND/ALTERNATIVES:

Annually, staff evaluates the cost to purchase the meters and coordinates with the finance department to establish the price charged to citizens when they purchase a meter for new construction. It should be noted that these prices are subject to change depending on the supply chain and must be verified at the time of purchase.

This year, an additional resolution is necessary due to the tax increase from Morton County, which impacts the overall cost structure and requires an adjustment to the meter pricing.

ATTACHMENTS:

1. Water Meter Prices Resolution 2025
2. Water Meter Prices Resolution 2025 (commission Copy)

FISCAL IMPACT:

Minimal fiscal impact is expected

STAFF IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

To approve the Resolution establishing rates and charges for water meters for new construction from the Utility Maintenance department.

SUGGESTED MOTION:

I move to approve the Resolution establishing rates and charges for water meters for new construction from the Utility Maintenance department.

RESOLUTION ESTABLISHING WATER METER PRICES FROM THE UTILITY MAINTENANCE DEPARTMENT

BE IT RESOLVED by the Board of City Commissioners of the City of Mandan, North Dakota, pursuant to Section 117 of the Mandan Code of Ordinances, that the water meter prices, including sales tax and labor, from the Utility Maintenance department shall be as follows:

PRICE SCHEDULE

<u>Water Meter</u>	<u>Price</u>	
5/8"	\$520	\$523(verify current price)
3/4"	\$526	<u>\$529</u> (verify current price)
3/4" (1" line)	\$926	<u>\$926</u> (verify current price)
1"	\$824	<u>\$828</u> (verify current price)
1 1/2"	\$2,266	<u>\$2,277</u> (verify current price)
2"	\$2,610	<u>\$2,622</u> (verify current price)
3"	\$3,411	<u>\$3427</u> (verify current price)
4"	\$5,801	<u>\$5,828</u> (verify current price)
6"	\$9,845	<u>\$9891</u> (verify current price)

BE IT FURTHER RESOLVED that the water meter prices, including sales tax and labor, from the Utility Maintenance department shall be effective as of April 1, 2025.

Dated this 1st day of April 2025.

President, Board of City Commissioners

Attest:

City Administrator

RESOLUTION ESTABLISHING WATER METER PRICES FROM THE UTILITY MAINTENANCE DEPARTMENT

BE IT RESOLVED by the Board of City Commissioners of the City of Mandan, North Dakota, pursuant to Section 117 of the Mandan Code of Ordinances, that the water meter prices, including sales tax and labor, from the Utility Maintenance department shall be as follows:

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3"	<u>\$3,427</u>
4"	<u>\$5,828</u>
6"	<u>\$9,891</u>

BE IT FURTHER RESOLVED that the water meter prices, including sales tax and labor, from the Utility Maintenance department shall be effective as of April 1, 2025.

Dated this 1st day of April 2025.

President, Board of City Commissioners

Attest:

City Administrator