

REPORT OF ACTION

PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Improvement District No. NR-24-C1

Type: Change Order #1 & Time Extension

Location: STS #7, #20 & #28

Date of Hearing: 6/29/2026

Routing	Date
City Commission	7/6/2026
PWPEC File	X
Project File	Rob Hasey

The Committee reviewed the accompanying correspondence from Storm Sewer Utility Engineer, Rob Hasey, related to Change Order #1 in the amount of \$13,880.37 for additional work, as well as a time extension to the Substantial and Final Completion Dates bringing them to July 13, 2026 and July 27, 2026, respectively.

Staff is recommending approval of Change Order #1 in the amount of \$13,880.37, which increases the total contract amount to \$1,337,500.37, as well as the time extension as described above.

On a motion by Ben Dow, seconded by Brenda Derrig, the Committee voted to recommend approval of Change Order #1 and the time extension to Key Contracting.

RECOMMENDED MOTION

Concur with the recommendations of PWPEC and approve Change Order #1 in the amount of \$13,880.37, bringing the total contract amount to \$1,337,500.37, as well as a time extension to the Substantial and Final Completion Dates bringing them to July 13, 2026 and July 27, 2026, respectively to Key Contracting.

PROJECT FINANCING INFORMATION:

Recommended source of funding for project: Storm Sewer Utility, Fargodome Funds & Special Assessments

	Yes	No
Developer meets City policy for payment of delinquent specials	N/A	
Agreement for payment of specials required of developer	N/A	
Letter of Credit required (per policy approved 5-28-13)	N/A	

COMMITTEE

	Present	Yes	No	Unanimous
				☒
Tim Mahoney, Mayor	☐	☐	☐	
Nicole Crutchfield, Director of Planning	☐	☐	☐	
Gary Lorenz, Fire Chief	☒	☒	☐	
Brenda Derrig, Assistant City Administrator	☒	☒	☐	
Ben Dow, Director of Operations	☒	☒	☐	
Tom Knakmuhs, City Engineer	☒	☒	☐	
Susan Thompson, Finance Director	☐	☐	☐	

ATTEST:

C: Kristi Olson


Tom Knakmuhs, P.E.
City Engineer

Memorandum

To: Members of PWPEC
From: Rob Hasey, PE Storm Sewer Utility Engineer
Date: June 29, 2026
Re: Improvement District No. NR-24-C1 – STS LS Rehab/Reconstruction
Change Order #1 & Time Extension

Background:

Improvement District No. NR-24-C1 is for the rehabilitation of storm sewer lift stations #7, #20 & #28 that includes pump and control panel replacements, safety upgrades and miscellaneous improvements at each lift station. Below is a list of extra items encountered during construction.

Site #1: STS LS #7 – 12th Avenue North and Drain 10

Key Contracting is the Prime Contractor on NR-24-C1 and Key is also the Prime Contractor reconstructing the Drain 10 concrete channel liner and drain slopes to the south for the Southeast Cass Water Resource District (SECWRD). When Key removed the old concrete channel liner we had Key install an inlet structure with a manhole casting in the bottom of the channel liner to serve as a pump sump pit for bypass pumping during annual lift station cleaning operations. Total cost for furnishing and installing the inlet and manhole casting was \$4,500.

As part of the drain reconstruction project most of the existing concrete slope protection needed to be removed. The north end of the drain near the railroad tracks has steep slopes that are extremely difficult to maintain with mowing equipment. To improve safety at the north end of the drain we installed concrete slope protection around the horseshoe to eliminate the need for mowing. The City is paying for slope protection from the lift station to the east side of the dual 84" RCP's and SECWRD is paying for the slope protection from the 84" RCP's to the 12" CMP as shown in the pictures below. The original plan quantity for slope protection on NR-24-C1 was 40 SY and was intended on going around the sluice gate box structure only. The City's portion of slope protection from the lift station to the 84" RCP's is 187.30 SY. Total extra cost for this additional slope protection is \$23,568.

Pre-construction condition



Post-construction



While Key was installing the sluice gate box structure between the channel liner and the lift station the existing 48" RCP that was intended on being reused was determined to be in poor condition and unusable. Key Contracting furnished and installed a new section of 48" RCP totaling \$4,226.25.

Key Contracting rerouted 6" drain tile from the channel liner into the sluice gate structure at a cost of \$2,400. This drain tile originally ran underneath the 48" RCP draining into the lift station but the drain tile needed to be rerouted due to the footing of the new sluice gate box interfering with the drain tile. Bringing the drain tile into the sluice gate box allows all water from the drain to be sealed off by the sluice gate during annual cleaning operations.

During pump replacement the overhead power wires needed to be de-energized to allow safe pump removal and replacement. This cost was split 50/50 between the City and the Contractor. Total cost was \$7,544.23 and split in half the City's share is \$3,772.12.

The record drawings for the inside of lift station #7 showed the inside to be circular in shape. During construction of the catwalk it was found that the inside was more oblong vs. circular which resulted in extra man hours to modify the catwalk beams to make the platform fit. Previously the catwalk in this structure was a 3' wide platform with no railings located roughly 15' above the bottom of the lift station. The modified catwalk covers the entire oblong area providing a safe platform for the workers to access floats, level transducer and pump discharge elbows. This extra work totaled \$23,750.

Site #2: STS LS #20 – Island Park

During construction the Contractor asked if the existing cover slab for the lift station could remain in place while offering a deduct. The existing cover slab was determined to be in good condition so we received a \$3,284 deduct to reuse the existing cover slab.

The new ladder needed to be modified for a larger offset from the east wall which added \$931 in modification costs.

Site #3: STS LS #28 – Fargodome

While preparing the ground east of the lift station for the new concrete control panel pad we encountered an electrical control box that needed to be raised to the new pad grade to prevent this area from trapping and holding water. The total cost to raise this underground vault to the concrete pad grade was \$1,930.

The new ladder that was installed needed to be modified to fit between the existing ductile iron discharge pipes at a cost of \$931.

The existing submersible pumps were installed in 2001 when the Fargodome underwent flood mitigation improvements. These pumps were sized at 2,100 GPM @ 23' TDH each for a combined pumping capacity of 4,200 GPM.

In the spring of 2022 one of the pumps failed and needed to be replaced in short order. Electric Pump had a Flygt pump that was readily available but the pump had a lower pumping capacity of 1,850 GPM @ 23' TDH. A 2,100 GPM pump was not readily available. Knowing that this is an important lift station to keep operational and that the remaining pump in the lift station was 20+ years old and failure of that pump would result in water backup during rain events the pump with a lower pumping capacity was acquired and installed.

After the pump was replaced in 2022, the Fargodome lift was identified as a lift station for upgrading the older pump to a new pump, upgrading the lift station control panel & migrating the existing water level monitoring system from the Watchman system to the City's Storm SCADA system.

The intent for pump replacement at the time of design was to replace both pumps to the higher capacity pump and remove the lower capacity pump that was installed in 2022 and keep that as a reserve backup pump. The replacement pumps specified in the NR-24-C1 project specifications was erroneously listed as the lower capacity pump (1,850 GPM).

In an effort to be fiscally responsible while still providing reliable pumping at the Fargodome we revised the pump replacement plan to be as follows:

- Replace the old 2,100 GPM Flygt pump with a new 2,100 GPM Flygt pump
- Keep the 1,850 GPM Flygt pump installed in 2022 in service (4 years old)
- Salvage the old 2,100 GPM Flygt pump and keep this as a backup pump

Proceeding with this plan will have a reduction of \$48,844 for the one pump that is not going to be replaced at this time at the Fargodome. In the future when the 1,850 GPM pump needs to be replaced that pump will be replaced with a 2,100 GPM pump.

The substantial and final completion dates have also been modified to July 13 and July 27 respectively to accommodate the extra work that was required along with material delays for the various electrical and pumping system components.

Recommended Motion:

Approve Change Order #1 in the amount of \$13,880.37 and time extension to Key Contracting.

Funding source is 50% Special Assessments & 50% Storm Sewer Utility (Fund 524) for Site #1 (LS #7) and Site #2 (LS #20). Site #3 (LS #28 Fargodome) is 100% Fargodome Funded.



CHANGE ORDER REPORT
LIFT STATION REHAB/RECONSTRUCTION
IMPROVEMENT DISTRICT NO. NR-24-C1
STORM SEWER LIFT STATION #7, #20 & #28

Change Order No 1 **Change Order Date** 6/3/2026
Contractor Key Contracting Inc

This change is made under the terms of or is supplemental to your present contract, if and when approved, you are ordered to perform the work in accordance with the additions, changes, or alterations hereinafter described.

EXPLANATION OF CHANGE Change Order # 1

STS LS #7: 6" drain tile = \$2,400.00; Replace 48" RCP = \$4,226.25; Electric shutdown for pump replacement (Xcel) = \$3,772.12; Revise catwalk framing = \$23,750.00; Install inlet & casting in channel liner = \$4,500.00.

STS LS #20: Deduct for reusing existing cover slab = (\$3,284.00); Modify ladder = \$931.00.

STS LS #28: Deduct for removing one pump (\$48,844.00); Modify ladder = \$931.00; Raise electric vault at control panel pad = \$1,930.00.

Section	Line No	Item Description	Unit	Orig Cont Qty	Prev C/O Qty	Prev Cont Qty	Curr C/O Qty	Tot Cont Qty	Unit Price (\$)	C/O Ext Price (\$)
SITE #1 (STS LS #7)	11	F&I Slope Protection 5" Thick Reinf Conc	SY	40		40	147.3	187.3	\$160.00	\$23,568.00
	SITE #1 (STS LS #7) Sub Total									\$23,568.00
Change Order 1	12	F&I Pipe w/GB 6" Dia Perf. HDPE	LF	0		0	24	24	\$100.00	\$2,400.00
	13	F&I Inlet - Round (RDI) Reinf Conc	EA	0		0	1	1	\$4,500.00	\$4,500.00
	14	Modify Lift Station Electrical	LS	0		0	1	1	\$1,930.00	\$1,930.00
	15	Modify Lift Station Electrical	LS	0		0	1	1	\$3,772.12	\$3,772.12
	16	Modify Lift Station	EA	0		0	1	1	-\$47,913.00	-\$47,913.00
	17	Modify Lift Station	EA	0		0	1	1	-\$2,353.00	-\$2,353.00
	18	Modify Lift Station	EA	0		0	1	1	\$23,750.00	\$23,750.00
	19	F&I Pipe 48" Dia	LF	0		0	1	1	\$4,226.25	\$4,226.25
Change Order 1 Sub Total										-\$9,687.63

Summary

Source Of Funding	Storm Sewer Utility
Net Amount Change Order # 1 (\$)	\$13,880.37
Previous Change Orders (\$)	\$0.00
Original Contract Amount (\$)	\$1,323,620.00
Total Contract Amount (\$)	\$1,337,500.37

I hereby accept this order both as to work to be performed and prices on which payment shall be based.

CONTRACT DATES**Current Substantial Completion Date**

4/30/2026

Additional Days Substantial Completion

74

New Substantial Completion Date

7/13/2026

Current Final Completion Date

5/30/2026

Additional Days Final Completion

58

New Final Completion Date

7/27/2026

Interim Completion Dates

APPROVED
For Contractor
Title

Steve Carr
Key Contracting
VP

APPROVED DATE
Department Head
Mayor
Attest

T-Cell