

## REPORT OF ACTION

### PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Improvement District No. PN-26-A1

Type: Change Order #1

Location: Citywide

Date of Hearing: 7/27/2026

| Routing         | Date                  |
|-----------------|-----------------------|
| City Commission | <u>8/3/2026</u>       |
| PWPEC File      | <u>X</u>              |
| Project File    | <u>Jason Hoogland</u> |

The Committee reviewed a communication from Senior Project Manager, Jason Hoogland, regarding Change Order #1 in the amount of \$152,201.30 for additional work.

Staff is recommending approval of Change Order #1 in the amount of \$152,201.30, bringing the total contract amount to \$3,004,835.20.

On a motion by Brenda Derrig, seconded by Susan Thompson, the Committee voted to recommend approval of Change Order #1 to Border States Paving.

#### RECOMMENDED MOTION

Concur with the recommendations of PWPEC and approve Change Order #1 in the amount of \$152,201.30, bringing the total contract amount to \$3,004,835.20 to Border States Paving.

#### PROJECT FINANCING INFORMATION:

Recommended source of funding for project: Special Assessments

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

#### COMMITTEE

|                                             | Present                             | Yes                                 | No                       | Unanimous                           |
|---------------------------------------------|-------------------------------------|-------------------------------------|--------------------------|-------------------------------------|
| Josh Boschee, Mayor                         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Nicole Crutchfield, Director of Planning    | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Mark Williams                       |
| Gary Lorenz, Fire Chief                     | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |                                     |
| Brenda Derrig, Assistant City Administrator | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |                                     |
| Ben Dow, Director of Operations             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |                                     |
| Tom Knakmuhs, City Engineer                 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |                                     |
| Susan Thompson, Finance Director            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |                                     |

ATTEST:

C: Kristi Olson

  
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Tom Knakmuhs, P.E.  
City Engineer

# Memorandum

**To:** Members of PWPEC  
**From:** Jason Hoogland, Senior Project Manager  
**Date:** July 24, 2026  
**Re:** Improvement Dist. No. PN-26-A1 – Change Order #1

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## **Background:**

Improvement District No. PN-26-A1 is an asphalt wear course project that provides the final lift of pavement following the initial installation of underground utilities and the roadway section. During the original construction, utility trenches are backfilled with virgin materials. Due to the nature of the native clay soils in Fargo, settlement occurs over time as these materials consolidate. This project corrects those settlements and places the final asphalt wear course on recently constructed streets throughout the City.

The project consists of work in six separate areas across the City of Fargo. Border States Paving is the Prime Contractor.

Change Order No. 1 adjusts quantities for several bid items within Sections 2, 3, 4, and 5 and adds a new sidewalk bid item to Section 4. During construction, it was determined that additional curb repairs were necessary in several sections beyond what was originally anticipated.

Change Order No. 1 increases the contract by \$152,201.30. The original contract amount was \$2,852,633.90, resulting in a revised contract total of \$3,004,835.20. Funding for this project is provided entirely through Special Assessments.

The net increase by project section is as follows:

- Section 2: \$43,860.00
- Section 3: \$42,751.00
- Section 4: \$49,861.30
- Section 5: \$15,729.00

The contract increases for each section are expected to have only a minimal impact on the estimated special assessments previously mailed to the affected property owners.

## **Recommended Motion:**

Staff recommends approval of Change Order No. 1 for Improvement District No. PN-26-A1 in the amount of \$152,201.30.



**CHANGE ORDER REPORT**  
**ASPHALT WEAR COURSE**  
**IMPROVEMENT DISTRICT NO. PN-26-A1**  
**SETER PKWY S, COTTAGEWOOD, THE PINES, PRAIRIE FARMS, MADELYN'S**  
**MEADOWS, & EAGLE POINTE**

**Change Order No** 1 **Change Order Date** 6/4/2026  
**Contractor** Border States Paving 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

Add bid items for sidewalk replacement in Section 4 and add quantity for curb replacement in other sections of the project.

| 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 (\$) |
|---------------------------------|---------|-----------------------------------------|------|---------------|--------------|---------------|--------------|--------------|-----------------|--------------------|
| Section 2                       | 24      | Rem & Repl Curb & Gutter                | LF   | 1000          |              | 1000          | 600          | 1600         | \$73.10         | \$43,860.00        |
| <b>Section 2 Sub Total</b>      |         |                                         |      |               |              |               |              |              |                 | <b>\$43,860.00</b> |
| Section 3                       | 48      | Rem & Repl Curb & Gutter                | LF   | 1500          |              | 1500          | 600          | 2100         | \$73.10         | \$43,860.00        |
| <b>Section 3 Sub Total</b>      |         |                                         |      |               |              |               |              |              |                 | <b>\$43,860.00</b> |
| Section 4                       | 68      | Rem & Repl Curb & Gutter                | LF   | 1000          |              | 1000          | 1067         | 2067         | \$73.10         | \$77,997.70        |
|                                 | 69      | Rem & Repl Pavement 6" Thick Reinf Conc | SY   | 20            |              | 20            | -20          | 0            | \$207.00        | -\$4,140.00        |
|                                 | 72      | F&I Det Warn Panels Cast Iron           | SF   | 18            |              | 18            | 66           | 84           | \$63.10         | \$4,164.60         |
|                                 | 73      | F&I Asphalt Pavement FAA 43 w/ PG58H-34 | Ton  | 3270          |              | 3270          | -570         | 2700         | \$77.00         | -\$43,890.00       |
| <b>Section 4 Sub Total</b>      |         |                                         |      |               |              |               |              |              |                 | <b>\$34,132.30</b> |
| Section 5                       | 82      | Rem & Repl Curb & Gutter                | LF   | 1500          |              | 1500          | 200          | 1700         | \$73.10         | \$14,620.00        |
| <b>Section 5 Sub Total</b>      |         |                                         |      |               |              |               |              |              |                 | <b>\$14,620.00</b> |
| Change Order 1                  | 112     | Rem & Repl Sidewalk 6" Thick Reinf Conc | SY   | 0             |              | 0             | 107          | 107          | \$147.00        | \$15,729.00        |
| <b>Change Order 1 Sub Total</b> |         |                                         |      |               |              |               |              |              |                 | <b>\$15,729.00</b> |



**Summary****Source Of Funding****Net Amount Change Order # 1 (\$)****Previous Change Orders (\$)****Original Contract Amount (\$)****Total Contract Amount (\$)**

special assessments

\$152,201.30

\$0.00

\$2,852,633.90

\$3,004,835.20

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

|                |                                                                                                                                                                                               |                 |       |
|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-------|
| APPROVED       |                                                                                                                                                                                               | APPROVED DATE   |       |
| For Contractor | Matt Ketterling<br><small>Digitally signed by Matt Ketterling<br/>DN: cn=US, email=ketterling@borderstatesaving.com,<br/>c=US, o=Matt Ketterling<br/>Date: 2026.07.13 10:25:06-05'00'</small> | Department Head | TICEE |
| Title          | Project Manager                                                                                                                                                                               | Mayor           |       |
|                |                                                                                                                                                                                               | Attest          |       |