

REPORT OF ACTION

PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Project No. QN-23-B0

Type: Contract Amendment #3

Location: 40th Ave S Pedestrian Bridge

Date of Hearing: 6/15/2026

<u>Routing</u>	<u>Date</u>
City Commission	<u>6/22/2026</u>
PWPEC File	<u>X</u>
Project File	<u>Jeremy Gorden</u>

The Committee reviewed the accompanying correspondence from Division Engineer, Jeremy Gorden, regarding Contract Amendment #3 in the amount of \$50,000.00 (\$25,000.00 for the City of Fargo's share), for additional work.

Staff is recommending approval of Contract Amendment #3 in the amount of \$50,000.00 (\$25,000.00 for the City of Fargo's share), bringing the total contract amount to \$668,000.00.

On a motion by Brenda Derrig, seconded by Susan Thompson, the Committee voted to recommend approval of Contract Amendment #3 to Houston Engineering.

RECOMMENDED MOTION

Concur with the recommendations of PWPEC and approve Contract Amendment #3 in the amount of \$50,000.00 (\$25,000.00 for the City of Fargo's share), bringing the total contract amount to \$668,000.00 to Houston Engineering.

PROJECT FINANCING INFORMATION:

Recommended source of funding for project: Sales Tax

	<u>Yes</u>	<u>No</u>
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

	<u>Present</u>	<u>Yes</u>	<u>No</u>	<u>Unanimous</u>
				<u>☒</u>
Tim Mahoney, Mayor	☐	☐	☐	
Nicole Crutchfield, Director of Planning	☒	☒	☐	
Gary Lorenz, Fire Chief	☒	☒	☐	<u>Ryan Erickson</u>
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: Jeremy M. Gorden, PE, PTOE
Division Engineer - Transportation
Date: June 15, 2026
Re: Project No. QN-23-B1 – Amendment #3
40th Avenue South Pedestrian Bridge over the Red River

Background:

In 2022 we partnered with the City of Moorhead to procure an Engineering Consultant, Houston Engineering, to complete the environmental portion of this project. This project is now scheduled to bid next month with construction to begin this fall.

This contract amendment is necessary to address out of scope work associated with the final design for this project. Items include additional on-going agency coordination, final design revision, coordination with the Trollwood Performing Arts Studio, and bid packet and bid support. This contract amendment is for \$50,000, with us and Moorhead splitting the cost at \$25,000 each.

Houston Engineering's contract to date is \$618,000, this amendment of \$50,000 will bring the total to \$668,000, with each city contributing \$334,000.

I recommend approval of this work.

Recommended Motion:

Concur with the City of Moorhead and approve Contract Amendment #3 for Houston Engineering for additional, out of scope design services for this project.

JMG/klb
Attachment



June 5, 2026

Tom Trowbridge, PE
City Engineer
City of Moorhead
PO Box 779
Moorhead, MN 56561

**Subject: Task Order 24 Amendment No. 3 Proposal
City of Moorhead Master Service Agreement
Eng. No. 22-13-04 Red River Pedestrian Bridge Final Design
H.E. No. 6019_0141**

Mr. Trowbridge,

This letter serves as our proposed Task Order Amendment No. 3 for additional engineering services associated with the Red River Pedestrian Bridge project.

PROPOSED TASK ORDER AMENDMENT SCOPE

Task 9 – Final Bridge and Trail Design (Additional Service) – The following additional services are required for this task.

1. Ongoing Agency Coordination – Additional coordination with State Aid, permit coordination with ND and MN permitting agencies, wetland credit coordination.
2. Final Design Revision – Final revisions to plans to incorporate State Aid comments, revisions to lighting system to incorporate City provided lights, selection of BABA compliant lighting for ND portion of project.
3. Coordination with Trollwood Performing Art Studio and incorporation of event conflicts into project specifications.
4. Bid Packet and Bid Support – Prepare final bid packet and assist City with DCP documentation prior to and after the bid opening.

PROPOSED FEE

Our estimated fee for this task order amendment is **\$50,000**. This work will be billed hourly based on the actual staff completing the work and in accordance with the Master Agreement for Professional Services between Owner and Consultant of Engineering Consultation Services, dated February 13, 2023.

Thank you for your consideration of this requested Task Order Amendment.

Tom Trowbridge, PE
June 5, 2026
Page 2

Sincerely,

HOUSTON ENGINEERING, INC.



Michael P. Love, PE

MPL:ml

Enclosures

H:\BN\6000\6019\6019_0141\PM\Red River Pedestrian Bridge Amendment No. 3 Task Order Proposal.docx