



ENGINEERING MEMORANDUM

January 5, 2023

RE: January 9th Commission Meeting

PUBLIC SAFETY TRAINING CENTER TASK ORDER AWARD TO KLJ ENGINEERING LLC

For your consideration is a task order with KLJ Engineering LLC to perform engineering services for the Public Safety Training Center project for an hourly rate not to exceed amount as specified in the task order. This task order is in reference to the proposal received through a request for proposal where two proposals were received. KLJ Engineering LLC was scored the highest and awarded the project. The City Attorney has reviewed this task order, and has no comments.

Included in the scope of work are the following phases; topographic survey, preliminary design, and final design. The engineering and design will include the site plan, grading plan, public and private utility plan, National Environmental Policy Act documentation, and a Class I North Dakota State Historical Preservation Office study of previously recorded sites. It is anticipated we will not be required to complete the full scope of environmental and archeological evaluations and documentation, but the scope of work and fee estimate included in the task order assume worst case and include the entire scope to be completed. If these scopes of work are not required, the fees will not be charged.

The site will include; a fire department burn tower, police department indoor shooting range, a running track, a parking lot, and a possible future office/training room building. The intent of the site selection is providing a joint use opportunity with the North Dakota National Guard Readiness Center. Discussions with the North Dakota National Guard have been ongoing since the summer of 2023 regarding our future plans for the Public Safety Training Center, and they are supportive of the project.

Final plans are scheduled to be completed for June 28, 2024. Preliminary plans with a site improvement cost estimate will be required prior to the March 2024 Department of Defense Local Defense Community Cooperation grant. This grant requires the environmental and archeological surveys to be completed for the project area which have been included in this scope of work.

The city engineering staff recommends approval.

