



Engineering Memorandum

July 30, 2025

RE: August 5th Commission Meeting

NORTHWEST REGIONAL POND PROJECT TASK ORDER AMENDMENT AWARD TO APEX ENGINEERING GROUP, INC.

For your consideration is a task order amendment with Apex Engineering Group, Inc. teaming with Houston Engineering, Inc. to perform engineering services to deliver a feasibility study for the City of Dickinson Project Number 202309, Northwest Regional Pond for an hourly rates fee as specified in the task order of **\$382,600.00**. Based on the current project needs, we plan to combine the two City projects; Northwest Regional Pond and the Dickinson Drainageway, into one project. If there is a need to separate the projects in the future, we will take that action based on those needs.

The scope of work included in this task order is; project goal identification and stakeholder engagement, initial existing conditions modeling review to reconcile the FEMA and City of Dickinson models and improve them, topographic survey for model definition, define the proposed conditions and analysis for storage and conveyance, preliminary design of alternative concepts and drawings, and a feasibility report and decision document which will include opinion of probable cost and recommendations. The project tasks included in this task order amendment are anticipated to be completed by May 2026.

The project will be funded by the North Dakota Department of Water Resources (NDDWR) Flood Control cost-share grant which included 60% funding from the NDDWR, and 40% funding from the City of Dickinson. The City of Dickinson cost share total was included in the 2025 Capital Improvement Plan and funding by Gross Production Tax (GPT).

The City Engineering staff recommends approval.

