



Engineering Memorandum

January 15, 2026

RE: January 20th City Commission Meeting

202611 – FAIRWAY ST – STATE AVE TO 13TH AVE W PROJECT TASK ORDER AWARD TO HIGHLANDS ENGINEERING & SURVEYING, PLLC

For your consideration is a task order with Highlands Engineering & Surveying, PLLC to perform engineering services for the City of Dickinson Project Number 202611, the Fairway Street from State Avenue to 13th Avenue West project for a time and materials fee as specified in the task order of **\$106,866.00**. This task order is in reference to the proposal received through a request for proposal where seven proposals were received. Highlands Engineering & Surveying, PLLC scored the highest score based on their proposal for the project. The City Attorney has reviewed this task order with no comments.

The scope of work included in this task order are; preliminary engineering and field survey/data collection, environmental documents to meet North Dakota Department of Transportation (NDDOT) requirements, public involvement with key stakeholders identified, traffic operations study in collaboration with City Project Number 202614 – Various Intersection Analysis, and the construction plans, specifications, and estimates for the mill and overlay and street lighting. The proposed schedule shows an early December 2026 project bid ready date to be submitted to the NDDOT.

The fee estimate includes a full scope of work for the environmental documents. The City of Dickinson and Highlands Engineering & Surveying, PLLC staff will work in collaboration with the NDDOT to try to reduce the scope of work to a more simplified version of the environmental documents which is more similar to a checklist. If this is accepted by the NDDOT, we anticipate a substantial cost and time savings for this scope of work.

The project was included on the 2026 Capital Improvement Plan budget.

The City Engineering and Public Works staff recommends approval.

