SUGGESTED FORM OF
TASK ORDER

This is Task Order No. 2025-5, consisting of 3 pages.

Task Order No. 2025-5: Downtown Drainage Improvements

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated January 1, 2018 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

a.	Effective Date of Task Order:	October 7, 2025
b.	Owner:	City of Dickinson, ND
c.	Engineer:	Apex Engineering Group, Inc.
d.	Specific Project (title):	Downtown Drainage Improvements
e.	Specific Project (description):	Downtown Dickinson has experienced street flooding during various storm events. The City of Dickinson would like to analyze alternatives to provide improved stormwater management and reduce the inundation in the downtown area and the 3rd Avenue Underpass.

2. Services of Engineer

A. The specific services to be provided or furnished by Engineer under this Task Order are:

✓ the services (and related terms and conditions) set forth in the following sections of Exhibit A, as attached to the Agreement referred to above, such sections being hereby incorporated by reference:

- Study and Report Services (Exhibit A, Paragraph A1.01)
- Preliminary Design Phase (Exhibit A, Paragraph A1.02)

B. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

3. Additional Services

A. Additional Services that may be authorized or necessary under this Task Order are:

✓ those services (and related terms and conditions) set forth in Paragraph A2.01 of Exhibit A, as attached to the Agreement referred to above, such paragraph being hereby incorporated by reference.

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following: None

5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule: See Attachment 1

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
1. Study and Report Services/Preliminary Design Services	$206,500	Hourly
Total Compensation	**$206,500**	
4. Additional Services (Part 2 of Exhibit A)	N/A	Hourly

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. Consultants retained as of the Effective Date of the Task Order: None

8. Other Modifications to Agreement and Exhibits: None

9. Attachments: Attachment 1

10. Other Documents Incorporated by Reference: None

11. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is October 7, 2025.

OWNER:	ENGINEER:
By:	By: Scott M. Schneider
Print Name: Scott Decker	Print Name: Scott M. Schneider
Title: President City of Dickinson	Title: Vice President
	Engineer License or Firm's Certificate No. (if required): COCP #975
	State of: North Dakota
DESIGNATED REPRESENTATIVE FOR TASK ORDER:	DESIGNATED REPRESENTATIVE FOR TASK ORDER:
Name: Joshua M. Skluzacek, PE	Name: Jennifer Malloy, PE
Title: Engineering & Community Development Director	Title: Project Manager
Address: 38 1st St. W Dickinson, ND 58601	Address: 600 S. 2nd Street Bismarck, ND 58503
E-Mail Address: joshua.skluzacek@dickinsongov.com	E-Mail Address: Jennifer.Malloy@ApexEngGroup.com
Phone: 701-456-7715	Phone: 701-323-3950

Apex Engineering Group

Water | Transportation| Municipal | Facilities

Attachment 1
Task Order No. 2025-5

Downtown Drainage Improvements

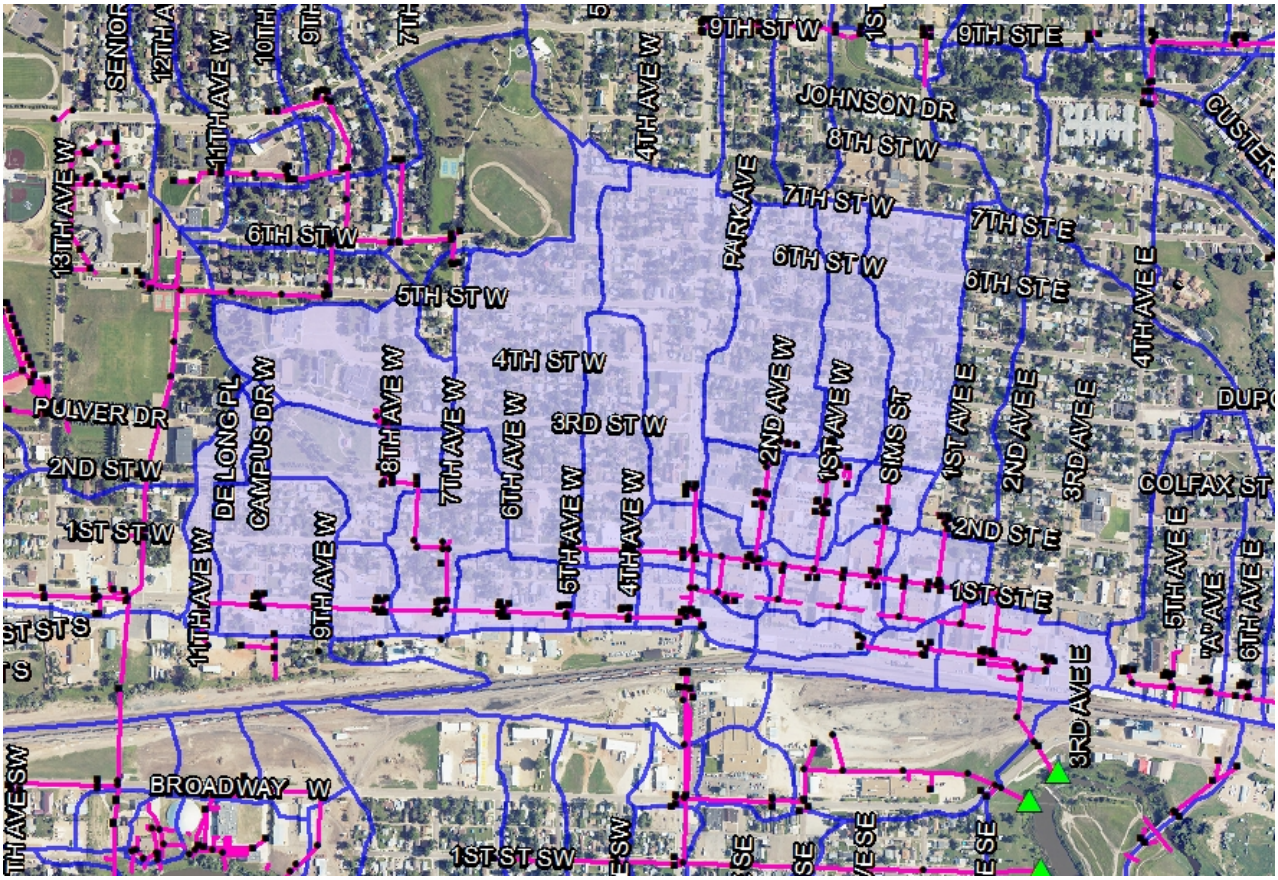
City of Dickinson, North Dakota

September 29, 2025

Phase No.	Description
1	Data Collection and XPSWMM model
2	Alternative Analysis and Preliminary Engineering Report (PER)

Project Background

Downtown Dickinson has experienced street flooding during various storm events. Per the previous stormwater master plan, the storm sewer in downtown Dickinson needs to be upsized to meet design standards. Recent investigation of the outlet system into the Heart River revealed a second pipe crossing the BNSF Railroad. The City of Dickinson would like to analyze alternatives to provide improved stormwater management and reduce the inundation in the downtown area. The area to be analyzed is the storm sewer system that contributes to the Heart River outfall adjacent to Lift Station No. 1 and the Broadway Dam (See Watershed Figure below). Runoff from a portion of this watershed may overflow into the 3rd Avenue railroad underpass during large rain events – the overflow will be considered in the analysis.



Watershed Figure

Phase 1 – Watershed Modeling

Objective:

Phase 1 includes progress reporting, management of engineers and technicians through all phases of the project, including contract administration and coordination of quality assurance and quality control. Phase 1 also includes updating the downtown Dickinson XPSWMM model. Bi-weekly updates will be submitted and will include, at a minimum, what was completed in the previous period, what is anticipated to be completed in the next period, issues or concerns for the City of Dickinson, estimated accrual for the previous period, and deliverables/milestones achieved during the previous period.

<u>Phase 1 – Task 1, Project Management</u>

1.1.1 Project Administration
1.1.2 Quality Assurance/Quality Control
1.1.3 Coordination with City of Dickinson

<u>Phase 1 – Task 2, Watershed Model Update</u>

Apex is aware of updates required to the Cities existing model including the outfall and improvements completed within the watershed area. Apex will utilize the as-builts and televising data received from the City of Dickinson and specific storm infrastructure to validate and update the InfoSWMM model. Updates include upstream watersheds, storm sewer, and hydrologic data (drainage areas, Tc, and CN values).

1.2.1 Data Collection
This task includes a topographic survey of storm infrastructure and other critical infrastructure (utilities, buildings) that may impact the proposed alternatives. Apex will review the televising videos and prepare a memorandum documenting condition.
1.2.2 Validate Model Sub-watersheds
1.2.3 Validate and Update Storm Sewer
1.2.4 Validate and Update Hydrologic Model Input Analysis (Areas, CN, Tc, overflow elevations, storage)

Phase 2 – Alternative Analysis and Preliminary Engineering Report

Objective:
Phase 2 includes the development of alternatives to improve the stormwater conveyance in downtown Dickinson.

Phase 2 – Task 1, Alternative Analysis and Preliminary Engineering Report
Apex will review the problem area between 3rd Avenue West and the outfall adjacent to Lift Station No. 1 and define alternatives to address the deficiencies. Improved collection and conveyance will be reviewed. The development of the alternatives will include preliminary sizing and routing of the storm sewer and cost estimating. The model results and alternatives will be summarized and presented to the City staff. Apex will prepare a Preliminary Engineering Report summarizing the hydrologic and hydraulic analysis, up to three proposed alternatives, costs, and recommendations of the preferred alternative.

2.1.1 Review Problem Areas and Masterplan Solutions
2.1.2 Modeling Analysis
2.1.2.1 Proposed Improvement Alternatives (3)
2.1.2.2 Cost Estimates for Alternatives
2.1.2.3 Evaluation and Ranking of Alternatives
2.1.3 Review Alternatives with City Staff and Selection of Alternative
2.1.4 Preliminary Engineering Report

City of Dickinson Responsibilities:

- ✓ Execute contract between the City of Dickinson and Apex.
- ✓ Provide requested As-builts and stormwater masterplans
- ✓ Storm sewer televising

Apex Responsibilities and Deliverables:

- ✓ Review and execute contract with City of Dickinson in a timely manner.
- ✓ Communicate with the City of Dickinson on project updates and schedule.
- ✓ Manage Project Staff to complete project tasks, meet deadlines, and stay within budget.

Project Schedule

Task / Activity	**Date**
Field Survey	November 2025
Draft Preliminary Engineering Report	July 2026
Final Preliminary Engineering Report	September 2026