AGENDA
CITY COUNCIL
SPECIAL MEETING
CITY OF EAST GRAND FORKS
AUGUST 11, 2009
5:00 PM

CALL TO ORDER

CALL OF ROLL

DETERMINATION OF A QUORUM

1. Consider adopting Resolution No. 09-08-55 a Resolution approving plans and specifications and ordering advertisement for bids for "2009 Assessment Job No. 4 – Paving" – 20th Ave. SE/13th St. SE.

2. Consider adopting Resolution No. 09-08-56 a Resolution accepting and awarding bid for improvement for "2009 City Project No. 1 – Utilities and Street Construction" – 23rd Street NW to Spruce Valley Corp for a bid price of $1,487,785.80.

3. Consider adopting Resolution No. 09-08-57 a Resolution accepting and awarding bid for improvement for "2009 City Project No. 3 – Utilities and Street Construction" – 14th Ave. SE/17th Ave SE Cul-de-sacs to Strata Corporation for a bid price of $389,831.30.

ADJOURN

Upcoming Meetings:

Regular Meeting – August 18, 2009 – 5:00 PM – Council Chambers

Work Session – August 25, 2009 – 5:00 PM – Training Room

Regular Meeting – September 1, 2009 – 5:00 PM – Council Chambers

Work Session – September 8, 2009 – 5:00 PM – Training Room

Request for Council Action

Date: July 29, 2009

To: East Grand Forks City Council, Mayor Lynn Stauss, President Dick Grassel, Council Vice President Henry Tweten, Council Members: Marc Demers, Craig Buckalew, Wayne Gregoire, Greg Leigh, and Mike Pokrzywinski.

Cc: File

From: Greg Boppre, P.E.

RE: Plans and Specifications – 2009 Assessment Job No. 4- 20th Ave SE/13th Street SE

Background:
As per previous discussions and the Public Hearing, the City would like to proceed with the paving along 20TH Ave SE and 13th Street SE.

Recommendation:
Approval to file plans and specifications, get authorization to advertise and set bid date.

Enclosures:
Plans and Specifications will be brought to the City Council meeting

RESOLUTION NO. 09 – 08 - 55

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

Council Member ___, supported by Council Member ___, introduced the following resolution and moved its adoption:

WHEREAS, pursuant to a resolution passed by the council on August 11, 2009 the city engineer (consulting engineer retained for the purpose) has prepared plans and specifications for the improvement of 2009 City Project No. 4 –Paving –and has presented such plans and specifications to the council for approval;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST GRAND FORKS, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.

2. The City Administrator shall prepare and cause to be inserted in the official paper and in Construction Bulletin an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 14 days, shall specify the work to be considered by the council at 5:00 p.m. on September 1, 2009 in the Council Chambers of the East Grand Forks City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of East Grand Forks for five percent (5%) of the amount of such bid.

Voting Aye:
Voting Nay: None.
Absent:

The President declared the resolution passed.

Passed: August 11, 2009

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 11th of August, 2009.

Mayor

AGENDA ITEM # 2

Request for Council Action

Date: August 4, 2009

To: East Grand Forks City Council, Mayor Lynn Stauss, President Dick Grassel, Council Vice President Henry Tweten, Council Members: Marc Demers, Craig Buckalew, Wayne Gregoire, Greg Leigh, and Mike Pokrzywinski.

Cc: File

From: Greg Boppre, P.E.

RE: Bid results - 2009 City Project No. 1 – 23rd Street NW and 2009 City Project No. 3 – cul-de-sacs

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Background:
The low bidder for the 2009 City Project No. 3 – cul-de-sacs was Strata Corporation at a bid price of $389,831.30(see attached bid tabulation).

The bid for 2009 City Project No 1 – 23rd street nw is Thursday, August 6 at 10:00 am, therefore I will get the bid results to Michelle as soon as I can

Recommendation:
Approve the low bid of Strata Corporation contingent upon MnDOT approval. Wait to see who the low bidder is for the 2009City Project No 1 and I will bring a recommendation to the Council meeting.

Enclosures:
Bid Tabulation

H:\Dump\Greg\docs\council09CP1bid.doc

RESOLUTION NO. 09 – 08 - 56

RESOLUTION ACCEPTING AND AWARDING BID FOR IMPROVEMENT

Council Member ___, supported by Council Member ___, introduced the following resolution and moved its adoption:

WHEREAS, pursuant to an advertisement for bids for the improvement of 2009 City Project No. 1 – Utilities and Street Construction, 23rd Street NW, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

AND WHEREAS, it appears that Spruce Valley Corp is the lowest responsible bidder at a bid price of $1,487,785.80,

NOW THEREFORE, BE IT RESOLVED,

1. The Mayor and City Administrator are hereby authorized and directed to enter into the attached contract with Spruce Valley in the name of the City of East Grand Forks for the improvement of 2009 City Project No. 1 – Utilities and Street Construction, 23rd Street NW according to the plans and specifications therefore approved by the City Council and on file in the administration office.

2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Voting Aye:
Voting Nay: None.
Absent:

The President declared the resolution passed.

Passed: August 11, 2009

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 11th of August, 2009.

Mayor

"REVISED"
2009 CITY PROJECT NO. 5
UTILITIES & STREET CONSTRUCTION
23RD STREET NW
& P. 119-131-003
EAST GRAND FORKS

BASE BID:

				SPRUCE VALLEY CONST.		DAVIDSON CONSTRUCTION		GLADEN CONSTRUCTION		DUNDICK BROS		RJ ZAVORAL AND SONS		NODLAND CONSTRUCTION		KUECHLE UNDERGROUND		MOLSTAD EXCAVATING		STRATA CORP	
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
2101.619	Tree Trimming	HRS	5	$60.00	$180.00	$50.00	$150.00	$120.00	$360.00	$300.00	$900.00	$185.00	$555.00	$300.00	$900.00	$150.00	$450.00	$180.00	$540.00	$100.00	$300.00
2104.501	Remove Curb and Gutter	LF	133	$2.00	$266.00	$6.00	$798.00	$3.25	$432.25	$1.00	$133.00	$2.85	$379.05	$4.00	$532.00	$3.00	$399.00	$3.20	$425.60	$10.00	$1,330.00
2104.501	Remove Pipe Culverts	LF	496	$8.00	$3,968.00	$7.00	$3,472.00	$28.00	$13,888.00	$10.00	$4,960.00	$4.00	$1,984.00	$5.00	$2,480.00	$4.00	$1,984.00	$7.50	$3,720.00	$5.80	$2,876.80
2104.505	Remove Bituminous Pavement	SY	16,450	$1.50	$24,675.00	$6.50	$106,925.00	$4.10	$67,445.00	$1.20	$19,740.00	$3.35	$55,107.50	$5.00	$82,250.00	$6.00	$98,700.00	$3.75	$61,687.50	$3.95	$64,977.50
2104.505	Remove Concrete Driveway Pavement	SY	227	$3.50	$794.50	$6.50	$1,475.50	$6.75	$1,532.25	$8.00	$1,816.00	$5.00	$1,135.00	$6.00	$1,362.00	$5.00	$1,135.00	$7.00	$1,589.00	$9.00	$2,043.00
2104.505	Remove Concrete Pavement	SY	106	$3.50	$371.00	$8.00	$848.00	$11.00	$1,166.00	$10.00	$1,060.00	$5.00	$530.00	$6.00	$636.00	$5.00	$530.00	$7.00	$742.00	$9.00	$954.00
2104.509	Remove Sign	EA	5	$36.00	$180.00	$30.00	$150.00	$18.00	$90.00	$70.00	$350.00	$16.00	$80.00	$35.00	$175.00	$50.00	$250.00	$35.00	$175.00	$15.00	$75.00
2104.509	Remove Pipe Apron	EA	19	$280.00	$5,320.00	$50.00	$950.00	$450.00	$8,550.00	$500.00	$9,500.00	$205.00	$3,895.00	$150.00	$2,850.00	$160.00	$3,040.00	$170.00	$3,230.00	$122.00	$2,318.00
2104.509	Remove Curb stop & Box	EA	1	$50.00	$50.00	$100.00	$100.00	$215.00	$215.00	$200.00	$200.00	$335.00	$335.00	$50.00	$50.00	$50.00	$50.00	$225.00	$225.00	$320.00	$320.00
2104.509	Remove Catch Basin	EA	1	$75.00	$75.00	$250.00	$250.00	$350.00	$350.00	$300.00	$300.00	$350.00	$350.00	$250.00	$250.00	$400.00	$400.00	$400.00	$400.00	$316.00	$316.00
2104.509	Remove Lift Station	EA	1	$3,000.00	$3,000.00	$3,500.00	$3,500.00	$3,900.00	$3,900.00	$7,000.00	$7,000.00	$4,000.00	$4,000.00	$2,500.00	$2,500.00	$8,000.00	$8,000.00	$3,500.00	$3,500.00	$4,028.00	$4,028.00
2104.509	Remove Valve Box	EA	4	$40.00	$160.00	$100.00	$400.00	$150.00	$600.00	$400.00	$1,600.00	$400.00	$1,600.00	$75.00	$300.00	$40.00	$160.00	$100.00	$400.00	$320.00	$1,280.00
2104.509	Remove Hydrant	EA	1	$400.00	$400.00	$250.00	$250.00	$300.00	$300.00	$400.00	$400.00	$600.00	$600.00	$200.00	$200.00	$400.00	$400.00	$400.00	$400.00	$475.00	$475.00
2104.509	Remove Gate Valve & Box	EA	3	$150.00	$150.00	$100.00	$100.00	$300.00	$300.00	$400.00	$400.00	$400.00	$400.00	$200.00	$200.00	$200.00	$200.00	$350.00	$350.00	$479.00	$479.00
2104.511	Sawing Concrete Pavement (Full Depth)	LF	192	$2.50	$480.00	$6.00	$972.00	$6.00	$972.00	$7.00	$1,344.00	$8.00	$1,296.00	$7.00	$1,344.00	$5.00	$960.00	$7.00	$1,344.00	$8.00	$1,536.00
2104.513	Sawing Bit Pavement (Full Depth)	LF	76	$4.00	$304.00	$4.00	$304.00	$4.50	$342.00	$3.00	$228.00	$15.00	$1,140.00	$7.00	$532.00	$3.00	$228.00	$5.00	$380.00	$8.00	$608.00
2104.521	Salvage Pipe-Arch Culvert	LF	8	$25.00	$200.00	$40.00	$320.00	$75.00	$600.00	$10.00	$80.00	$11.00	$88.00	$35.00	$280.00	$8.00	$64.00	$5.00	$40.00	$8.00	$64.00
2104.523	Salvage Casting	EA	5	$200.00	$1,000.00	$150.00	$750.00	$125.00	$625.00	$100.00	$500.00	$195.00	$975.00	$50.00	$250.00	$40.00	$200.00	$150.00	$750.00	$100.00	$500.00
2104.523	Salvage Sign Panel Type C	EA	25	$21.00	$525.00	$30.00	$750.00	$22.00	$550.00	$80.00	$2,000.00	$20.50	$512.50	$40.00	$1,000.00	$60.00	$1,500.00	$50.00	$1,250.00	$20.00	$500.00
2105.501	Common Excavation (P)	CY	29,072	$3.05	$88,669.60	$2.00	$58,144.00	$2.39	$69,482.08	$3.50	$101,752.00	$5.15	$149,720.80	$4.25	$123,556.00	$4.00	$116,288.00	$6.00	$174,432.00	$3.81	$110,764.32
2105.511	Common Channel Excavation (EV)	CY	37,123	$2.10	$77,958.30	$3.00	$111,369.00	$2.39	$88,723.97	$4.25	$157,772.75	$1.45	$53,828.35	$4.25	$157,772.75	$4.00	$148,492.00	$3.00	$111,369.00	$2.25	$120,649.75
2105.535	Salvaged Topsoil (EV)	CY	12,714	$1.50	$19,071.00	$2.30	$29,242.20	$1.60	$20,342.40	$2.00	$25,428.00	$5.50	$69,927.00	$3.00	$38,142.00	$4.00	$50,856.00	$6.00	$76,284.00	$2.95	$37,506.30
2105.602	Construct Temporary Bypass	EA	2	$4,200.00	$8,400.00	$3,500.00	$7,000.00	$1,500.00	$3,000.00	$2,750.00	$5,500.00	$2,900.00	$5,800.00	$6,500.00	$13,000.00	$2,000.00	$4,000.00	$3,400.00	$6,800.00	$5,100.00	$10,200.00
2112.604	Subgrade Preparation	SY	29,730	$0.90	$26,757.00	$0.75	$22,297.50	$0.71	$21,108.30	$0.60	$17,838.00	$1.20	$35,676.00	$1.00	$29,730.00	$1.00	$29,730.00	$1.50	$44,595.00	$0.50	$14,865.00
2211.607	Unalloyed Concrete	CY	8,273	$28.00	$231,644.00	$20.00	$165,460.00	$20.30	$167,941.90	$21.50	$181,178.70	$30.00	$248,190.00	$25.00	$206,825.00	$31.00	$256,463.00	$34.00	$281,282.00	$22.60	$186,999.86
2301.501	Concrete Pavement	SY	106	$59.50	$6,307.00	$55.00	$5,830.00	$85.00	$8,890.00	$40.00	$4,240.00	$60.00	$6,360.00	$55.00	$5,830.00	$40.00	$4,240.00	$65.00	$6,890.00	$78.00	$8,268.00
2301.529	Reinforcement Bars (Epoxy Coated)	LB	32	$3.05	$97.60	$10.00	$320.00	$3.25	$104.00	$5.00	$160.00	$3.00	$96.00	$25.00	$800.00	$10.00	$320.00	$4.00	$128.00	$4.00	$128.00
2411.507	Concrete Inlet Pad	EA	1	$1,000.00	$1,000.00	$2,000.00	$2,000.00	$2,850.00	$2,850.00	$1,500.00	$1,500.00	$900.00	$900.00	$7,500.00	$7,500.00	$2,300.00	$2,300.00	$3,200.00	$3,200.00	$3,100.00	$3,100.00
2411.507	Concrete Box Culvert Transition Section	EA	1	$15,000.00	$15,000.00	$35,000.00	$35,000.00	$31,750.00	$31,750.00	$10,000.00	$10,000.00	$30,300.00	$30,300.00	$25,000.00	$25,000.00	$27,000.00	$27,000.00	$53,000.00	$53,000.00	$133,000.00	$133,000.00
2412.511	6x4 Precast Concrete Box Culvert	LF	90	$355.00	$31,950.00	$375.00	$33,750.00	$379.30	$34,137.00	$355.00	$31,950.00	$360.00	$32,400.00	$430.00	$38,700.00	$460.00	$41,400.00	$400.00	$36,000.00	$424.00	$38,160.00
2412.511	8x4 Precast Concrete Box Culvert	LF	581	$370.00	$214,970.00	$400.00	$232,400.00	$404.35	$234,927.35	$404.00	$235,086.00	$380.00	$220,780.00	$450.00	$261,450.00	$490.00	$284,690.00	$425.00	$246,925.00	$577.00	$335,237.00
2412.512	6x4 Precast Concrete Box Culv End Section	EA	2	$3,600.00	$7,200.00	$3,500.00	$7,000.00	$3,100.00	$6,200.00	$10,000.00	$20,000.00	$3,600.00	$7,200.00	$10,000.00	$20,000.00	$3,700.00	$7,400.00	$4,000.00	$8,000.00	$5,260.00	$10,520.00
2412.512	8x4 Precast Concrete Box Culv End Section	EA	1	$4,500.00	$4,500.00	$5,000.00	$5,000.00	$3,708.00	$3,708.00	$10,000.00	$10,000.00	$4,100.00	$4,100.00	$15,000.00	$15,000.00	$3,300.00	$3,300.00	$4,600.00	$4,600.00	$5,023.00	$5,023.00
2501.571	Install RC Pipe-Arch Culvert	LF	8	$35.00	$280.00	$100.00	$800.00	$30.00	$240.00	$30.00	$240.00	$90.00	$720.00	$45.00	$360.00	$50.00	$400.00	$50.00	$400.00	$17.00	$136.00
2502.541	4" Perf PVC Pipe Drain	LF	5,268	$4.00	$21,072.00	$6.50	$34,242.00	$7.60	$40,036.80	$8.00	$42,144.00	$6.00	$31,608.00	$7.85	$41,356.32	$7.00	$36,876.00	$7.00	$36,876.00	$14.85	$77,966.40
2503.511	12" RC Pipe Sewer Class III	LF	394	$26.00	$10,244.00	$34.00	$13,396.00	$26.75	$10,539.50	$29.00	$11,426.00	$32.25	$12,705.50	$29.00	$11,426.00	$41.00	$16,154.00	$26.00	$10,244.00	$28.80	$11,347.20
2503.511	15" RC Pipe Sewer Class III	LF	7	$28.00	$196.00	$50.00	$350.00	$27.85	$194.95	$42.00	$294.00	$24.00	$168.00	$30.00	$210.00	$43.00	$301.00	$30.00	$210.00	$29.40	$205.80
2503.511	24" RC Pipe Sewer Class III	LF	49	$36.00	$1,764.00	$50.00	$2,450.00	$33.90	$1,661.10	$54.00	$2,646.00	$31.00	$1,519.00	$36.00	$1,764.00	$50.00	$2,450.00	$52.00	$2,548.00	$39.55	$1,938.15
2503.511	30" RC Pipe Sewer Class III	LF	468	$51.00	$23,868.00	$50.00	$23,400.00	$46.25	$21,645.00	$50.25	$23,517.00	$39.00	$18,252.00	$46.00	$21,528.00	$62.00	$29,016.00	$56.00	$26,208.00	$49.85	$23,329.80
2503.511	36" RC Pipe Sewer Class III	LF	484	$79.00	$38,236.00	$55.00	$26,620.00	$60.30	$29,185.20	$63.45	$30,709.80	$54.00	$26,136.00	$59.00	$28,556.00	$78.00	$37,752.00	$64.00	$30,976.00	$64.55	$31,242.20
2503.519	Flap Gate For 12" RC Pipe	EA	1	$490.00	$490.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$630.00	$630.00	$635.00	$635.00	$550.00	$550.00	$1,000.00	$1,000.00	$817.00	$817.00
2504.602	Adjust Gate Valve & Box	EA	36	$70.00	$1,820.00	$150.00	$3,900.00	$185.00	$4,810.00	$200.00	$5,200.00	$100.00	$2,600.00	$250.00	$6,500.00	$65.00	$1,690.00	$325.00	$8,450.00	$200.00	$5,200.00
2506.501	Construct Drainage Structure Design E	LF	95	$265.00	$25,175.00	$200.00	$20,900.00	$185.00	$17,575.00	$194.00	LF $18,430.00	$270.00	$25,650.00	$330.00	$31,350.00	$180.00	$17,100.00	$215.00	$20,425.00	$172.50	$16,387.50
2506.501	Construct Drainage Structure Design F	LF	55	$350.00	$19,250.00	$200.00	$16,500.00	$224.00	$12,320.00	$219.00	$12,045.00	$225.00	$12,375.00	$385.00	$21,175.00	$260.00	$14,300.00	$290.00	$15,950.00	$214.15	$11,778.25
2506.501	Construct Drainage Structure Design G	LF	45	$440.00	$19,800.00	$375.00	$16,875.00	$350.00	$15,750.00	$323.00	$14,535.00	$345.00	$15,525.00	$450.00	$20,250.00	$340.00	$15,300.00	$385.00	$17,325.00	$299.00	$13,455.00
2506.501	Construct Drainage Structure Design H	LF	9	$700.00	$6,300.00	$600.00	$5,400.00	$525.00	$4,725.00	$513.00	$4,617.00	$555.00	$4,995.00	$590.00	$5,310.00	$510.00	$4,590.00	$875.00	$7,875.00	$454.00	$3,906.00
2506.501	Construct Drainage Structure Design I	LF	7	$1,275.00	$8,925.00	$1,200.00	$8,400.00	$1,098.00	$7,686.00	$1,010.00	$7,070.00	$1,050.00	$7,350.00	$1,005.00	$6,930.00	$950.00	$6,650.00	$1,325.00	$9,275.00	$848.00	$5,936.00
2506.502	Construct Drainage Structure Design A	EA	24	$850.00	$22,100.00	$900.00	$23,400.00	$1,050.00	$27,300.00	$858.00	$22,308.00	$1,110.00	$28,860.00	$610.00	$15,860.00	$320.00	$8,320.00	$190.00	$4,940.00	$774.00	$20,124.00
2506.516	Casting Assembly, Type A	EA	21	$800.00	$16,800.00	$700.00	$14,700.00	$950.00	$19,950.00	$800.00	$16,800.00	$845.00	$17,745.00	$415.00	$8,715.00	$790.00	$16,590.00	$775.00	$16,275.00	$681.00	$14,301.00
2506.516	Casting Assembly, Type B	EA	22	$400.00	$8,800.00	$330.00	$7,700.00	$438.00	$9,636.00	$430.00	$9,460.00	$355.00	$7,810.00	$350.00	$7,700.00	$450.00	$9,900.00	$375.00	$8,250.00	$416.00	$9,152.00
2506.516	Casting Assembly, Type D	EA	7	$450.00	$3,150.00	$400.00	$2,800.00	$505.00	$3,535.00	$430.00	$3,010.00	$355.00	$2,485.00	$380.00	$2,660.00	$450.00	$3,150.00	$350.00	$2,450.00	$460.00	$3,220.00
2506.516	Casting Assembly, Type E	EA	1	$450.00	$450.00	$400.00	$400.00	$505.00	$505.00	$415.00	$415.00	$765.00	$765.00	$380.00	$380.00	$440.00	$440.00	$550.00	$550.00	$465.00	$465.00
2506.602	Adjust Frame & Ring Casting	EA	5	$390.00	$1,950.00	$250.00	$1,250.00	$275.00	$1,375.00	$250.00	$1,250.00	$195.00	$965.00	$300.00	$1,500.00	$160.00	$800.00	$400.00	$2,000.00	$500.00	$2,500.00
2531.501	Concrete Curb and Gutter, Design B624	LF	83	$33.50	$2,780.50	$30.00	$2,490.00	$35.00	$2,905.00	$35.00	$2,905.00	$34.00	$2,822.00	$40.00	$3,320.00	$32.00	$2,656.00	$35.00	$2,905.00	$38.00	$3,154.00
2563.601	Traffic Control	LS	1	$13,500.00	$13,500.00	$14,000.00	$14,000.00	$14,000.00	$14,000.00	$8,000.00	$8,000.00	$12,865.00	$12,865.00	$18,000.00	$18,000.00	$13,000.00	$13,000.00	$10,000.00	$10,000.00	$14,500.00	$14,500.00
2564.536	Install Sign Panel	EA	38	$97.00	$3,686.00	$100.00	$3,800.00	$100.00	$3,800.00	$80.00	$3,040.00	$98.00	$3,724.00	$80.00	$3,040.00	$84.00	$3,192.00	$105.00	$3,990.00	$95.00	$3,610.00
2564.602	F & I Sign Panel Type C	EA	2	$205.00	$410.00	$200.00	$400.00	$225.00	$450.00	$100.00	$200.00	$205.00	$410.00	$145.00	$290.00	$150.00	$300.00	$245.00	$490.00	$200.00	$400.00
2573.530	Storm Drain Inlet Protection	EA	36	$50.00	$1,800.00	$75.00	$2,700.00	$150.00	$5,400.00	$50.00	$1,800.00	$103.00	$3,708.00	$125.00	$4,500.00	$83.00	$2,988.00	$175.00	$6,300.00	$79.00	$2,844.00
2575.501	Seeding	ACRE	10	$410.00	$4,100.00	$550.00	$5,500.00	$510.00	$5,100.00	$50.00	$500.00	$507.00	$5,070.00	$525.00	$5,250.00	$520.00	$5,200.00	$450.00	$4,500.00	$495.00	$4,950.00
2575.523	Erosion Control Blankets Category 2	SY	47,243	$1.30	$61,415.90	$1.10	$51,967.30	$1.08	$51,022.44	$1.23	$57,638.46	$1.10	$51,967.30	$1.15	$54,329.45	$1.10	$51,967.30	$2.00	$94,486.00	$1.65	$49,603.15
02210	Aggregate Pipe Foundation	CY	100	$2.00	$200.00	$20.00	$2,000.00	$28.00	$2,800.00	$25.00	$2,500.00	$20.00	$2,000.00	$30.00	$3,000.00	$25.00	$2,500.00	$22.00	$2,200.00	$24.40	$2,440.00
02610	24" Steel Casing Pipe	LF	50	$125.00	$6,250.00	$100.00	$5,000.00	$1.00	$50.00	$80.00	$4,000.00	$84.00	$4,200.00	$125.00	$6,250.00	$90.00	$4,500.00	$82.00	$4,100.00	$103.35	$5,167.50
02610	24" Steel Casing Pipe	LF	82	$130.00	$10,660.00	$100.00	$8,200.00	$200.00	$16,400.00	$100.00	$8,200.00	$108.00	$8,856.00	$155.00	$12,710.00	$142.00	$11,644.00	$106.00	$8,692.00	$132.70	$10,881.40
02610	Pipe Installation	LF	82	$50.00	$4,100.00	$40.00	$3,280.00	$35.00	$2,870.00	$40.00	$3,280.00	$41.00	$3,362.00	$45.00	$3,690.00	$50.00	$4,100.00	$40.00	$3,280.00	$52.40	$4,296.80
02667	Connection Tees	EA	15	$40.00	$600.00	$30.00	$450.00	$75.00	$1,125.00	$100.00	$1,500.00	$41.00	$615.00	$200.00	$3,000.00	$53.00	$795.00	$100.00	$1,500.00	$46.00	$690.00
02667	6" PVC Watermain	LF	273	$24.00	$6,552.00	$13.00	$3,549.00	$70.00	$19,110.00	$33.30	$9,090.90	$27.00	$7,371.00	$22.00	$6,006.00	$30.00	$8,190.00	$26.00	$7,098.00	$18.45	$5,036.85
02667	8" PVC Watermain	LF	67	$26.00	$1,742.00	$16.00	$1,072.00	$103.10	$6,907.70	$35.85	$2,401.95	$51.00	$3,417.00	$22.00	$1,474.00	$32.00	$2,144.00	$50.00	$3,350.00	$30.20	$2,023.40
02667	10" PVC Watermain	LF	2	$27.00	$54.00	$100.00	$200.00	$100.00	$200.00	$379.00	$758.00	$61.50	$123.00	$26.00	$52.00	$35.00	$70.00	$60.00	$120.00	$105.50	$211.00
02667	12" PVC Watermain	LF	2761	$28.00	$77,308.00	$22.50	$62,145.00	$31.10	$85,898.20	$49.65	$134,371.20	$38.95	$107,579.90	$30.00	$82,860.00	$35.00	$96,670.00	$38.00	$104,936.00	$39.60	$109,375.20
02667	4" Gate Valve & Box	EA	4	$900.00	$3,600.00	$1,200.00	$4,800.00	$1,336.00	$5,344.00	$993.00	$3,972.00	$1,100.00	$4,400.00	$985.00	$3,940.00	$990.00	$3,960.00	$1,075.00	$4,300.00	$1,084.00	$4,336.00
02667	12" Gate Valve & Box	EA	22	$2,250.00	$24,600.00	$2,500.00	$30,000.00	$2,978.00	$35,736.00	$2,120.00	$25,440.00	$2,485.00	$29,820.00	$2,050.00	$24,600.00	$2,200.00	$27,600.00	$2,425.00	$29,100.00	$2,467.50	$29,610.00
02667	6" Hydrant (8.5' Depth of Bury)	EA	3	$2,600.00	$7,800.00	$3,000.00	$9,000.00	$2,975.00	$8,925.00	$2,723.00	$8,169.00	$2,100.00	$6,300.00	$2,700.00	$8,100.00	$1,500.00	$4,500.00	$3,100.00	$9,300.00	$3,114.00	$9,342.00
02667	6" Hydrant (8.5' Depth of Bury)	EA	1	$2,700.00	$2,700.00	$2,700.00	$2,700.00	$3,192.00	$3,192.00	$3,087.00	$3,087.00	$2,765.00	$2,765.00	$2,700.00	$2,700.00	$3,600.00	$3,600.00	$3,125.00	$3,125.00	$3,160.00	$3,160.00
02667	6" Hydrant (9.5' Depth of Bury)	EA	1	$2,800.00	$2,800.00	$3,200.00	$3,200.00	$3,180.00	$3,180.00	$2,935.00	$2,935.00	$3,300.00	$3,300.00	$2,700.00	$2,700.00	$2,600.00	$2,600.00	$3,150.00	$3,150.00	$3,206.00	$3,206.00
02667	6" Hydrant (10.0' Depth of Bury)	EA	1	$2,900.00	$2,900.00	$3,300.00	$3,300.00	$3,225.00	$3,225.00	$2,884.00	$2,884.00	$3,300.00	$3,300.00	$2,700.00	$2,700.00	$3,700.00	$3,700.00	$3,200.00	$3,200.00	$3,311.00	$3,311.00
02667	6" Hydrant (10.5' Depth of Bury)	EA	1	$3,000.00	$3,000.00	$3,350.00	$3,350.00	$3,418.00	$3,418.00	$2,925.00	$2,925.00	$3,400.00	$3,400.00	$2,700.00	$2,700.00	$3,750.00	$3,750.00	$3,325.00	$3,325.00	$3,358.00	$3,358.00
02667	Ductile Iron Fittings	LBS	1535	$2.40	$3,684.00	$4.00	$6,140.00	$4.02	$9,245.70	$5.00	$7,675.00	$4.10	$6,293.50	$2.25	$3,453.75	$4.00	$6,140.00	$4.00	$6,140.00	$3.50	$5,372.50
02667	6" Transition Coupling	EA	3	$250.00	$750.00	$250.00	$750.00	$300.75	$902.25	$264.00	$792.00	$333.00	$999.00	$265.00	$795.00	$310.00	$930.00	$322.00	$966.00	$355.45	$1,066.35
02667	8" Transition Coupling	EA	1	$275.00	$275.00	$300.00	$300.00	$349.00	$349.00	$318.00	$318.00	$385.00	$385.00	$290.00	$290.00	$350.00	$350.00	$375.00	$375.00	$312.00	$312.00
02667	10" Transition Coupling	EA	1	$350.00	$350.00	$350.00	$350.00	$456.00	$456.00	$403.00	$403.00	$461.00	$461.00	$340.00	$340.00	$390.00	$390.00	$450.00	$450.00	$376.00	$376.00

"REVISED"

2004 CITY PROJECT NO. 1

UTILITIES & STREET CONSTRUCTION

23RD STREET NW

S. P. 119-121-001

EAST GRAND FORKS

BASE BID:

				SPRUCE VALLEY CONST.		DAVIDSON CONSTRUCTION		GLADEN CONSTRUCTION		DUININCK BROS		RJ ZAVORAL AND SONS		NODLAND CONSTRUCTION		KUECHLE UNDERGROUND		MOLSTAD EXCAVATING		STRATA CORP	
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
02667	12" Transition Coupling	EA	1	$475.00	$475.00	$450.00	$450.00	$568.70	$568.70	$543.00	$543.00	$590.00	$590.00	$445.00	$445.00	$910.00	$910.00	$375.00	$375.00	$436.00	$436.00
02667	12"x6" Tapping Tee & Valve	EA	1	$2,000.00	$2,000.00	$2,500.00	$2,500.00	$3,590.00	$3,590.00	$3,000.00	$3,000.00	$2,900.00	$2,900.00	$3,200.00	$3,200.00	$3,500.00	$3,500.00	$2,800.00	$2,800.00	$1,906.00	$1,906.00
02667	Mechanical Joint Restraining Glands	EA	4	$140.00	$560.00	$250.00	$1,000.00	$150.00	$600.00	$250.00	$1,000.00	$195.00	$780.00	$180.00	$720.00	$160.00	$640.00	$190.00	$760.00	$123.40	$493.60
02667	1" Copper	LF	81	$18.00	$1,458.00	$14.00	$1,134.00	$79.00	$6,399.00	$29.70	$2,405.70	$20.50	$1,660.50	$22.00	$1,782.00	$22.00	$1,782.00	$20.00	$1,620.00	$13.45	$1,089.45
02667	1" Curb Stop & Box	EA	1	$200.00	$200.00	$200.00	$200.00	$293.70	$293.70	$195.00	$195.00	$285.00	$285.00	$165.00	$165.00	$170.00	$170.00	$375.00	$375.00	$193.40	$193.40
02667	12"x1" Saddle with Corporation	EA	1	$175.00	$175.00	$250.00	$250.00	$271.90	$271.90	$175.00	$175.00	$265.00	$265.00	$145.00	$145.00	$150.00	$150.00	$550.00	$550.00	$193.40	$193.40
TOTAL BASE BID:					$1,268,855.48		$1,259,497.00		$1,331,976.64		$1,294,863.66		$1,455,167.90		$1,547,006.47		$1,614,531.30		$1,703,747.10		$1,739,014.47

ALTERNATE NO. 1

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
2503.511	15" PVC Pipe Sewer	LF	1003	$25.00	$25,075.00	$20.00	$20,060.00	$31.85	$31,945.55	$32.75	$32,848.25	$23.00	$23,069.00	$31.00	$31,093.00	$22.00	$22,066.00	$28.00	$28,084.00	$0.00	$0.00
2503.511	18" PVC Pipe Sewer	LF	1545	$28.00	$43,260.00	$21.00	$32,445.00	$33.65	$51,989.25	$34.75	$53,688.75	$27.00	$41,715.00	$34.50	$53,302.50	$23.00	$35,535.00	$30.00	$46,350.00	$0.00	$0.00
2503.511	24" PVC Pipe Sewer	LF	3182	$38.00	$120,916.00	$31.00	$98,642.00	$37.50	$119,325.00	$59.25	$188,533.50	$35.00	$111,370.00	$42.00	$133,644.00	$31.00	$98,642.00	$40.00	$127,280.00	$0.00	$0.00
2503.511	27" PVC Pipe Sewer	LF	459	$48.00	$22,032.00	$40.00	$18,360.00	$48.30	$22,022.70	$51.00	$23,409.00	$45.00	$20,655.00	$54.00	$24,786.00	$41.00	$18,819.00	$48.00	$22,032.00	$0.00	$0.00
2503.511	30" PVC Pipe Sewer	LF	350	$51.00	$17,850.00	$40.00	$14,000.00	$52.90	$18,515.00	$63.70	$22,295.00	$46.00	$16,100.00	$54.00	$18,900.00	$42.00	$14,700.00	$56.00	$19,600.00	$0.00	$0.00
2503.511	36" PVC Pipe Sewer	LF	453	$61.00	$27,633.00	$48.00	$21,744.00	$66.30	$30,040.40	$71.50	$32,389.50	$50.00	$22,650.00	$60.00	$27,180.00	$49.00	$22,197.00	$78.00	$35,334.00	$0.00	$0.00
TOTAL ALTERNATE BID NO. 1:					$256,766.00		$245,251.00		$273,857.40		$353,164.00		$235,559.00		$289,905.50		$211,959.00		$278,680.00		$0.00

ALTERNATE NO. 2

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
2503.511	15" RC Pipe Sewer Class IV	LF	1003	$25.00	$25,075.00	$21.00	$21,063.00	$23.85	$23,921.55	$26.60	$26,679.80	$23.00	$23,069.00	$32.50	$32,597.50	$22.00	$22,066.00	$30.00	$30,090.00	$21.50	$21,564.50
2503.511	18" RC Pipe Sewer Class III	LF	1545	$27.00	$41,715.00	$22.00	$33,990.00	$25.25	$39,011.25	$28.30	$43,723.50	$26.00	$40,170.00	$28.00	$43,260.00	$25.00	$38,625.00	$32.00	$49,440.00	$22.60	$34,917.00
2503.511	24" RC Pipe Sewer Class III	LF	3182	$32.00	$101,824.00	$27.50	$87,505.00	$29.90	$95,141.80	$40.05	$127,436.10	$30.00	$95,460.00	$31.00	$98,642.00	$28.00	$89,096.00	$38.00	$120,916.00	$33.35	$106,119.70
2503.511	27" RC Pipe Sewer Class III	LF	459	$38.00	$17,442.00	$33.00	$15,147.00	$37.10	$17,028.90	$37.30	$17,120.70	$36.00	$16,524.00	$38.00	$17,442.00	$34.00	$15,606.00	$44.00	$20,196.00	$33.60	$15,422.40
2503.511	30" RC Pipe Sewer Class III	LF	350	$44.00	$15,400.00	$37.00	$12,950.00	$42.25	$14,787.50	$53.55	$18,742.50	$39.00	$13,650.00	$41.00	$14,350.00	$37.00	$12,950.00	$52.00	$18,200.00	$52.20	$18,270.00
2503.511	36" RC Pipe Sewer Class III	LF	453	$58.00	$26,274.00	$48.00	$21,744.00	$60.50	$27,406.50	$66.15	$29,965.95	$54.00	$24,462.00	$52.00	$23,556.00	$46.00	$20,838.00	$64.00	$28,992.00	$63.20	$28,629.60
TOTAL ALTERNATE BID NO. 2:					$227,730.00		$193,344.00		$215,354.50		$263,671.35		$216,515.00		$229,847.50		$201,690.00		$267,834.00		$225,679.30
TOTAL BASE BID PLUS ALTERNATE BID NO. 1					$1,518,621.48		$1,504,748.00		$1,605,834.04		$1,747,527.66		$1,890,726.90		$1,836,711.97		$1,826,496.30		$1,981,427.10		$1,964,014.47
TOTAL BASE BID PLUS ALTERNATE BID NO. 2					$1,487,785.48		$1,452,841.00		$1,547,331.64		$1,557,735.21		$1,671,682.90		$1,777,653.97		$1,816,221.30		$1,970,581.10		$1,964,693.77

2009 CITY PROJECT NO. 1

UTILITIES AND STREET CONSTRUCTION

23RD STREET NW

BID DATE: APRIL 6, 2009 10 AM

Addendums- 2

ENGINEERS ESTIMATE: $2,100,000

CONTRACTOR	Addendums (1&2)	Bid Bond (5%)	BASE + ALT 1	BASE + ALT 2
SPRUCE VALLEY CORP. 39469 130th Ave NE Middle River, MN 56737	X	X	$1,516,821.40	$1,487,785.80
DAVIDSON CONSTRUCTION 65 State Street Newfolden, MN 56738	X	X	$1,504,748.50	$1,493,441.50
RJ ZAVORAL AND SONS PO Box 435 East Grand Forks, MN 56721	X	X	$1,690,726.90	$1,671,684.90
MIDWEST CONTRACTING, LLC 2948 State Hwy 23 N PO Box 545 Marshall, MN 56258				
WAGNER CONSTRUCTION PO Box B So. International Falls, MN 56679				
GRIFFIN CONSTRUCTION 810 Burr Oak Avenue Chatfield, MN 55923				
UNITED CRANE PO Box 12846 Grand Forks, ND 58208				
GLADEN CONSTRUCTION 40739 US 71 LaPorte, MN 56461	X	X	$1,605,034.04	$1,547,371.54
DUININCK BROS INC 408 6th Street Prinsburg, MN 56281	X	X	$1,747,222.66	$1,657,735.21

ROBINSON EXCAVATING 5361 1st Ave N Grand Forks, ND 58203				
ESS BROS 9350 County Rd 19 Loretto, MN 55357				
HENNEN CONSTRUCTION 2128 196th Street East Clearwater, MN 55320				
NODLAND CONSTRUCTION PO Box 338 ✓ Alexandria, MN 56308	X	X	$1,836,711.97	$1,772,653.97
QUAM CONSTRUCTION PO Box 48 Wilmar, MN 56201				
H&W CONTRACTING 3416 W Hovland Ave Sioux Falls, SD 57107				
MOLSTAD EXCAVATING 705 South 48th Street ✓ Grand Forks, ND 58201	X	X	$1,982,587.01	$1,971,741.10
DAKOTA UNDERGROUND 400 15th Ave NW Fargo, ND 58102				
NADEAU EXCAVATING 12175 240th Street East Hampton, MN 55031				
KUECHLE UNDERGROUND 10998 State Hwy 66 ✓ Kimball, MN 55353	X	X	$1,826,490.30	$1,865,621.30
Strata Corp ✓	X	X	$	$1,955,193.37

AGENDA ITEM # 3

Request for Council Action

Date: August 4, 2009

To: East Grand Forks City Council, Mayor Lynn Stauss, President Dick Grassel, Council Vice President Henry Tweten, Council Members: Marc Demers, Craig Buckalew, Wayne Gregoire, Greg Leigh, and Mike Pokrzywinski.

Cc: File

From: Greg Boppre, P.E.

RE: Bid results - 2009 City Project No. 1 – 23rd Street NW and 2009 City Project No. 3 – cul-de-sacs

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Background:
The low bidder for the 2009 City Project No. 3 – cul-de-sacs was Strata Corporation at a bid price of $389,831.30(see attached bid tabulation).

The bid for 2009 City Project No 1 – 23rd street nw is Thursday, August 6 at 10:00 am, therefore I will get the bid results to Michelle as soon as I can

Recommendation:
Approve the low bid of Strata Corporation contingent upon MnDOT approval. Wait to see who the low bidder is for the 2009City Project No 1 and I will bring a recommendation to the Council meeting.

Enclosures:
Bid Tabulation

H:\Dump\Greg\docs\council09CP1bid.doc

RESOLUTION NO. 09 – 08 - 57

RESOLUTION ACCEPTING AND AWARDING BID FOR IMPROVEMENT

Council Member ___, supported by Council Member ___, introduced the following resolution and moved its adoption:

WHEREAS, pursuant to an advertisement for bids for the improvement of 2009 City Project No. 3 – Utilities and Street Construction, 14th Ave. SE/17th Ave. SE – Cul-de-sacs, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

AND WHEREAS, it appears that Strata Corporation is the lowest responsible bidder at a bid price of $389,831.30,

NOW THEREFORE, BE IT RESOLVED,

1. The Mayor and City Administrator are hereby authorized and directed to enter into the attached contract with Strata Corporation in the name of the City of East Grand Forks for the improvement of 2009 City Project No. 3 – Utilities and Street Construction, 14th Ave. SE/17th Ave. SE – Cul-de-sacs, according to the plans and specifications therefore approved by the City Council and on file in the administration office.

2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Voting Aye:
Voting Nay: None.
Absent:

The President declared the resolution passed.

Passed: August 11, 2009

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 11th of August, 2009.

Mayor

2009 City Project No. 3
Utilities and Street Construction
14th Ave SE/17th Ave SE Cul-de-Sacs
S.P. 119-080-009
East Grand Forks, MN

				STRATA CORPORATION		OPP CONSTRUCTION		PARAS CONTRACTING	
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
2101.502	Clearing	1	Tree	$200.00	$200.00	$180.00	$180.00	$200.00	$200.00
2101.507	Grubbing	1	Tree	$200.00	$200.00	$180.00	$180.00	$200.00	$200.00
2104.501	Remove Curb and Gutter	403	LF	$4.00	$1,612.00	$2.60	$1,047.80	$3.25	$1,309.75
2104.501	Remove Pipe Culverts	254	LF	$12.00	$3,048.00	$7.50	$1,905.00	$7.60	$1,930.40
2104.501	Remove Sewer Pipe (Storm)	15	LF	$50.00	$750.00	$8.50	$127.50	$8.60	$129.00
2104.505	Remove Bituminous Pavement	227	SY	$4.00	$908.00	$2.90	$658.30	$3.25	$737.75
2104.505	Remove Concrete Pavement	540	SY	$10.00	$5,400.00	$5.00	$2,700.00	$6.00	$3,240.00
2104.509	Remove Sign	5	EA	$21.00	$105.00	$22.00	$110.00	$40.00	$200.00
2104.509	Remove Casting	1	EA	$250.00	$250.00	$220.00	$220.00	$225.00	$225.00
2104.509	Remove Catch Basin	1	EA	$500.00	$500.00	$400.00	$400.00	$400.00	$400.00
2104.511	Sawing Concrete Pavement (Full Depth)	221	LF	$6.00	$1,326.00	$8.00	$1,768.00	$14.00	$3,094.00
2104.511	Sawing Bit Pavement (Full Depth)	29	LF	$5.00	$145.00	$8.00	$232.00	$19.00	$551.00
2104.523	Salvage Sign Panel Type C	1	EA	$21.00	$21.00	$22.00	$22.00	$40.00	$40.00
2104.523	Salvage Casting	1	EA	$150.00	$150.00	$220.00	$220.00	$225.00	$225.00
2104.604	Salvage Aggregate	3,198	SY	$1.00	$3,198.00	$1.80	$5,756.40	$2.10	$6,715.80
2104.607	Salvage Crushed Concrete Base	683	CY	$6.50	$4,439.50	$5.50	$3,756.50	$7.00	$4,781.00
2105.501	Common Excavation (P)	2,510	CY	$12.00	$30,120.00	$8.20	$20,582.00	$8.50	$21,335.00
2105.525	Topsoil Borrow (LV)	775	CY	$6.50	$5,037.50	$5.50	$4,262.50	$7.00	$5,425.00
2105.603	Construct Drainage Ditch	220	LF	$5.00	$1,100.00	$15.75	$3,465.00	$16.00	$3,520.00
2112.604	Subgrade Preparation	4,312	SY	$1.50	$6,468.00	$1.40	$6,036.80	$1.40	$6,036.80
2118.502	Aggregate Surfacing Class 5	43	CY	$29.50	$1,268.50	$22.50	$967.50	$22.00	$946.00
2211.607	Crushed Concrete	1,283	CY	$31.50	$40,414.50	$35.70	$45,803.10	$35.00	$44,905.00
2301.501	Concrete Pavement	3,577	SY	$45.50	$162,753.50	$46.00	$164,542.00	$48.80	$174,557.60
2301.529	Reinforcement Bars (Epoxy Coated)	1,793	LB	$1.25	$2,241.25	$2.50	$4,482.50	$3.30	$5,916.90
2501.515	15" RC Pipe Apron	1	EA	$1,850.00	$1,850.00	$2,200.00	$2,200.00	$2,200.00	$2,200.00
2503.511	15" RC Pipe Sewer Class III	61	LF	$106.00	$6,466.00	$61.00	$3,721.00	$65.00	$3,965.00
2504.602	Adjust Gate Valve & Box	4	EA	$150.00	$600.00	$350.00	$1,400.00	$200.00	$800.00
2506.502	Const Drainage Structure Design A	2	EA	$2,800.00	$5,600.00	$2,100.00	$4,200.00	$2,200.00	$4,400.00
2506.516	Casting Assembly, Type A	2	EA	$1,000.00	$2,000.00	$1,100.00	$2,200.00	$650.00	$1,300.00
2506.516	Casting Assembly, Type B	2	EA	$1,100.00	$2,200.00	$1,050.00	$2,100.00	$650.00	$1,300.00
2506.521	Install Casting	1	EA	$500.00	$500.00	$260.00	$260.00	$250.00	$250.00
2506.522	Adjust Frame & Ring Casting	2	EA	$500.00	$1,000.00	$840.00	$1,680.00	$200.00	$400.00
2506.602	Reconstruct Manholes	1	EA	$2,200.00	$2,200.00	$2,500.00	$2,500.00	$2,600.00	$2,600.00
2521.501	4" Concrete Walk	7,744	SF	$3.90	$30,201.60	$4.70	$36,396.80	$3.95	$30,588.80
2531.501	Concrete Curb and Gutter, Design B624	2,079	LF	$15.00	$31,185.00	$18.70	$38,877.30	$18.50	$38,461.50
2531.501	Concrete Curb and Gutter, Design B424	99	LF	$16.00	$1,584.00	$22.00	$2,178.00	$22.50	$2,227.50
2531.507	6" Concrete Driveway Pavement	130	SY	$65.00	$8,450.00	$56.00	$7,280.00	$42.55	$5,531.50
2531.618	Truncated Domes	32	SF	$55.00	$1,760.00	$44.00	$1,408.00	$50.00	$1,600.00
2563.601	Traffic Control	1	LS	$3,220.00	$3,220.00	$3,700.00	$3,700.00	$5,800.00	$5,800.00
2564.536	Install Sign Panel Type C	1	EA	$78.75	$78.75	$80.00	$80.00	$77.50	$77.50
2564.602	F & I Sign Panel Type C	11	EA	$241.50	$2,656.50	$250.00	$2,750.00	$315.00	$3,465.00
2573.530	Storm Drain inlet Protection	8	EA	$52.50	$420.00	$220.00	$1,760.00	$160.00	$1,280.00
2573.540	Filter Log Type Straw Bioroll	74	LF	$5.25	$388.50	$3.00	$222.00	$5.75	$425.50
2575.501	Seeding	1.3	ACRE	$5,250.00	$6,825.00	$3,700.00	$4,810.00	$8,000.00	$10,400.00
2575.523	Erosion Control Blankets Category 2	1384	SY	$3.40	$4,705.60	$2.00	$2,768.00	$2.40	$3,321.60
2582.502	24" Stop Line White-Epoxy	14	LF	$14.70	$205.80	$50.00	$700.00	$60.00	$840.00
2582.503	Crosswalk Marking-Epoxy	396	SF	$10.30	$4,078.80	$12.00	$4,752.00	$15.00	$5,940.00
TOTAL BID					$389,831.30		$397,368.00		$413,794.90

2009 CITY PROJECT NO. 3
UTILITIES AND STREET CONSTRUCTION
14TH AVE SE AND 17TH AVE SE
EAST GRAND FORKS, MN

BID DATE: JULY 30, 10 AM

ENGINEERS ESTIMATE: $378.000

CONTRACTOR	Addendum (2)	Bid Bond (5%)	TOTAL BID
OPP CONSTRUCTION PO Box 13530 ✓ Grand Forks, ND 58208		✓	397,368 -
PARAS CONTRACTING ✓ PO Box 9973 Fargo, ND 58103-5942		✓	413,794.80
STRATA CORPORATION ✓ PO Box 13500 Grand Forks, ND 58201		✓	389,831.30
RJ ZAVORAL AND SONS PO Box 435 East Grand Forks, MN 56721			
CONSTRUCTION MATERIALS 6725 Oxford Street St. Louis Park, MN 55426			

AGENDA
CITY COUNCIL
WORK SESSION
CITY OF EAST GRAND FORKS
AUGUST 11, 2009
5:00 PM

CALL TO ORDER

CALL OF ROLL

DETERMINATION OF A QUORUM

1. 2008 Comprehensive Annual Financial Report – Jerry Lucke
2. 2nd Quarter Analysis Presentation – Scott Huizenga
3. Website Presentation – Michelle French

ADJOURN

Upcoming Meetings:

Regular Meeting – August 18, 2009 – 5:00 PM – Council Chambers

Work Session – August 25, 2009 – 5:00 PM – Training Room

Regular Meeting – September 1, 2009 – 5:00 PM – Council Chambers

Work Session – September 8, 2009 – 5:00 PM – Training Room

General Ledger
Quarterly Expense vs Budget By
Fund and Dept

City of East Grand Forks
P. O. Box 373
East Grand Forks, MN 56721
(218) 773-2483

User: ejohnson
Printed: 07/28/09 15:34:33
Period 01 - 06
Fiscal Year 2009

Fund	Description	2009 Budget	Balance	Variance	% Uncollected Available
101	**General**				
	Revenue				
	Taxes	-4,002,926.00	-1,916,831.35	-2,086,094.65	52.11
	Licenses & Permits	-108,800.00	-68,337.75	-40,462.25	37.19
	Intergovernmental	-3,113,527.00	-1,446,580.47	-1,666,946.53	53.54
	Charges for Services	-691,560.00	-433,572.20	-257,987.80	37.31
	Fines & Forfeits	-121,300.00	-54,912.28	-66,387.72	54.73
	Special Assessments	-121,200.00	-15,793.56	-105,406.44	86.97
	Other Financing Sources	-175,000.00	0.00	-175,000.00	100.00
	Revenue	**8,334,313.00**	**3,936,027.61**	**4,398,285.39**	**52.77**
	Expense				
	Personal Services	4,671,639.00	2,080,089.40	2,591,549.60	55.47
	Supplies	398,700.00	231,155.71	167,544.29	42.02
	Services	1,979,100.00	985,740.06	993,359.94	50.19
	Capital Outlay	550,500.00	187,263.43	363,236.57	65.98
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	734,375.00	232,030.00	502,345.00	68.40
	Expense	**8,334,314.00**	**3,716,278.60**	**4,618,035.40**	**55.41**
Revenue Total		**8,334,313.00**	**3,936,027.61**	**4,398,285.39**	**52.77**
Expense Total		**8,334,314.00**	**3,716,278.60**	**4,618,035.40**	**55.41**

2

General Ledger
Expense and Rev vs Budget
Summary By Dept

City of East Grand Forks

P. O. Box 373
East Grand Forks, MN 56721
(218) 773-2483

User: ejohnson
Printed: 07/28/09 15:40:28
Period 01 - 06
Fiscal Year 2009

Account Number	Description	Budget	Balance	Variance	% UncollectedAvailable
101	**General**				
31	**Taxes**				
	Revenue				
000	Tax Revenue	4,002,926.00	1,916,831.35	2,086,094.65	52.11
32	**Licenses & Permits**				
	Revenue				
000	License & Permit	108,800.00	68,337.75	40,462.25	37.19
33	**Intergovernmental**				
	Revenue				
000	Other - County Grants & Aids	3,113,527.00	1,446,580.47	1,666,946.53	53.54
34	**Charges for Services**				
	Revenue				
000	Other - Culturerecreation	691,560.00	433,572.20	257,987.80	37.31
35	**Fines & Forfeits**				
	Revenue				
000	Sale Of Seized Property	121,300.00	54,912.28	66,387.72	54.73
36	**Special AsmtMisc Rev**				
	Revenue				
000	Miscellaneous Revenue	121,200.00	15,793.56	105,406.44	86.97
39	**Other Financing Sources**				
	Revenue				
000	Bond Issue Proceeds	175,000.00	0.00	175,000.00	100.00
41	**General Government**				
	Expense				
110	Council	51,100.00	22,536.57	28,563.43	55.90
130	Ordinances & Proceedings	10,000.00	1,425.46	8,574.54	85.75
310	Mayor	17,100.00	7,244.31	9,855.69	57.64

Account Number	Description	Budget	Balance	Variance	% UncollectedAvailable
410	Elections	0.00	159.86	-159.86	0.00
510	Administration	299,100.00	144,283.58	154,816.42	51.76
530	Accounting & Auditing	30,000.00	27,350.00	2,650.00	8.83
550	City Assessor	29,000.00	28,936.00	64.00	0.22
610	City Attorney	128,300.00	81,556.08	46,743.92	36.43
900	Planning & Zoning	57,800.00	23,286.04	34,513.96	59.71
911	Water & Light Commission	0.00	4,844.25	-4,844.25	0.00
912	Civil Service Commission	3,730.00	1,076.50	2,653.50	71.14
920	Finance & Accounting	97,700.00	36,810.76	60,889.24	62.32
940	City Hall Building	214,390.00	84,363.62	130,026.38	60.65
42	**Public Safety**				
	Expense				
100	Police Administration	367,700.00	208,006.09	159,693.91	43.43
121	Police Investigations	163,300.00	88,770.36	74,529.64	45.64
123	Police Patrol	1,642,500.00	758,431.08	884,068.92	53.82
200	Fire Administration	119,900.00	47,675.43	72,224.57	60.24
220	Fire Protection Services	928,800.00	422,413.93	506,386.07	54.52
221	Rural Fire Protection Service	4,300.00	0.00	4,300.00	100.00
400	Building Officials	190,367.00	104,434.66	85,932.34	45.14
500	Emergency Management	7,600.00	2,863.15	4,736.85	62.33
600	Traffic Engineering	42,600.00	26,580.47	16,019.53	37.60
700	Animal Control	4,600.00	1,900.25	2,699.75	58.69
43	**Public Works**				
	Expense				
000	PW Administration	48,100.00	24,981.99	23,118.01	48.06
120	Streets	490,000.00	241,973.48	248,026.52	50.62

Account Number	Description	Budget	Balance	Variance	% UncollectedAvailable
122	Downtown Parking Lots	10,200.00	2,674.70	7,525.30	73.78
125	Ice & Snow Removal	127,600.00	97,520.29	30,079.71	23.57
126	Equipment	249,100.00	81,404.63	167,695.37	67.32
127	Demolition	0.00	0.00	0.00	0.00
129	Equipment Building	153,800.00	52,434.54	101,365.46	65.91
140	City Shop	108,300.00	51,757.51	56,542.49	52.21
150	Storm Sewer	0.00	0.00	0.00	0.00
160	Street Lights	165,000.00	80,367.64	84,632.36	51.29
220	Street Cleaning	52,000.00	25,006.30	26,993.70	51.91
260	Weed Control	32,200.00	12,469.26	19,730.74	61.28
45	**Culture & Recreation Expense**				
121	Parks Administration	209,300.00	95,748.75	113,551.25	54.25
123	Playgrounds	27,300.00	21,669.38	5,630.62	20.62
124	Swimming Pool	95,500.00	31,543.84	63,956.16	66.97
126	Tennis	3,700.00	175.19	3,524.81	95.27
127	Skating Rinks	11,900.00	5,031.72	6,868.28	57.72
129	Hockey	57,200.00	20,551.71	36,648.29	64.07
130	Figure Skating	35,290.00	23,344.06	11,945.94	33.85
133	Baseball	56,820.00	18,467.39	38,352.61	67.50
134	Softball	19,800.00	3,208.79	16,591.21	83.79
140	Civic Center	243,500.00	73,240.32	170,259.68	69.92
141	VFW Arena	224,100.00	107,885.43	116,214.57	51.86
202	Park Areas	298,342.00	143,693.46	154,648.54	51.84
203	Campground-Rec Area	103,000.00	39,276.44	63,723.56	61.87
46	**Community Development**				

Account Number	Description	Budget	Balance	Variance	% UncollectedAvailable
	Expense				
000	Community Development	80,000.00	-1,273.75	81,273.75	101.59
47	**Other L-T Debt**				
	Expense				
000	Interest Expense	0.00	0.00	0.00	0.00
49	**Unallocated**				
	Expense				
200	Unallocated Expenditures	288,000.00	106,147.08	181,852.92	63.14
300	Transfers	734,375.00	232,030.00	502,345.00	68.40
590	Contracted Services	0.00	0.00	0.00	0.00
Revenue Total		**8,334,313.00**	**3,936,027.61**	**4,398,285.39**	**52.77**
Expense Total		**8,334,314.00**	**3,716,278.60**	**4,618,035.40**	**55.41**

General Ledger
Quarterly Expense vs Budget By Fund and Dept

City of East Grand Forks
P. O. Box 373
East Grand Forks, MN 56721
(218) 773-2483

User: ejohnson
Printed: 07/28/09 15:23:04
Period 01 - 06
Fiscal Year 2009

Fund	Description	2009 Budget	Balance	Variance	% Uncollected Available
210	**Transit**				
	Revenue				
	Intergovernmental	-290,400.00	-65,258.50	-225,141.50	77.53
	Charges for Services	-4,000.00	0.00	-4,000.00	100.00
	Special Assessments	-2,000.00	-195.90	-1,804.10	90.21
	Other Financing Sources	-35,000.00	0.00	-35,000.00	100.00
	Revenue	**331,400.00**	**65,454.40**	**265,945.60**	**80.25**
	Expense				
	Personal Services	0.00	0.00	0.00	0.00
	Services	266,000.00	87,914.79	178,085.21	66.95
	Capital Outlay	80,000.00	5,188.00	74,812.00	93.52
	Expense	**346,000.00**	**93,102.79**	**252,897.21**	**73.09**
210	**Transit**	**-14,600.00**	**-27,648.39**	**13,048.39**	**-89.37**
211	**Library**				
	Revenue				
	Taxes	0.00	0.00	0.00	0.00
	Intergovernmental	0.00	0.00	0.00	0.00
	Special Assessments	-18,200.00	-6,758.31	-11,441.69	62.87
	Other Financing Sources	-342,020.00	-170,010.00	-172,010.00	50.29
	Revenue	**360,220.00**	**176,768.31**	**183,451.69**	**50.93**
	Expense				
	Personal Services	256,370.00	119,394.98	136,975.02	53.43
	Supplies	43,000.00	18,628.60	24,371.40	56.68
	Services	60,850.00	32,608.79	28,241.21	46.41
	Capital Outlay	0.00	0.00	0.00	0.00
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	**360,220.00**	**170,632.37**	**189,587.63**	**52.63**
211	**Library**	**0.00**	**6,135.94**	**-6,135.94**	**0.00**
213	**Senior Center**				
	Revenue				
	Taxes	0.00	0.00	0.00	0.00
	Intergovernmental	0.00	0.00	0.00	0.00
	Charges for Services	-11,000.00	-4,694.56	-6,305.44	57.32

Fund	Description	2009 Budget	Balance	Variance	% Uncollected Available
	Special Assessments	-3,800.00	-2,621.00	-1,179.00	31.03
	Other Financing Sources	-96,950.00	-48,470.00	-48,480.00	50.01
	Revenue	**111,750.00**	**55,785.56**	**55,964.44**	**50.08**
	Expense				
	Personal Services	76,100.00	29,872.84	46,227.16	60.75
	Supplies	4,500.00	2,092.66	2,407.34	53.50
	Services	26,150.00	10,166.54	15,983.46	61.12
	Capital Outlay	5,000.00	0.00	5,000.00	100.00
	Expense	**111,750.00**	**42,132.04**	**69,617.96**	**62.30**
213	**Senior Center**	**0.00**	**13,653.52**	**-13,653.52**	**0.00**
214	**Resurrection Cemetery**				
	Revenue				
	Taxes	0.00	0.00	0.00	0.00
	Intergovernmental	0.00	0.00	0.00	0.00
	Charges for Services	-42,100.00	-14,100.00	-28,000.00	66.51
	Special Assessments	0.00	0.00	0.00	0.00
	Other Financing Sources	-5,250.00	-2,600.00	-2,650.00	50.48
	Revenue	**47,350.00**	**16,700.00**	**30,650.00**	**64.73**
	Expense				
	Personal Services	20,600.00	8,150.58	12,449.42	60.43
	Supplies	2,750.00	741.75	2,008.25	73.03
	Services	22,000.00	10,809.26	11,190.74	50.87
	Capital Outlay	2,000.00	0.00	2,000.00	100.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	**47,350.00**	**19,701.59**	**27,648.41**	**58.39**
214	**Resurrection Cemetery**	**0.00**	**-3,001.59**	**3,001.59**	**0.00**
215	**Insect**				
	Revenue				
	Charges for Services	-41,000.00	-22,288.29	-18,711.71	45.64
	Special Assessments	0.00	0.00	0.00	0.00
	Revenue	**41,000.00**	**22,288.29**	**18,711.71**	**45.64**
	Expense				
	Personal Services	9,200.00	669.79	8,530.21	92.72
	Supplies	15,000.00	686.50	14,313.50	95.42
	Services	4,000.00	0.00	4,000.00	100.00
	Capital Outlay	0.00	0.00	0.00	0.00
	Expense	**28,200.00**	**1,356.29**	**26,843.71**	**95.19**
215	**Insect**	**12,800.00**	**20,932.00**	**-8,132.00**	**-63.53**

General Ledger
Quarterly Expense vs Budget By Fund and Dept

City of East Grand Forks
P. O. Box 373
East Grand Forks, MN 56721
(218) 773-2483

User: ejohnson
Printed: 08/06/09 16:55:13
Period 01 - 06
Fiscal Year 2009

Fund	Description	2009 Budget	Balance	Variance	% Uncollected Available
603	**Refuse**				
	Revenue				
	Intergovernmental	-15,000.00	-15,000.00	0.00	0.00
	Charges for Services	-767,000.00	-371,282.68	-395,717.32	51.59
	Special Assessments	-4,000.00	0.00	-4,000.00	100.00
	Other Financing Sources	0.00	0.00	0.00	0.00
	Revenue	**786,000.00**	**386,282.68**	**399,717.32**	**50.85**
	Expense				
	Personal Services	335,790.00	129,219.03	206,570.97	61.52
	Supplies	44,000.00	15,937.45	28,062.55	63.78
	Services	419,150.00	162,394.80	256,755.20	61.26
	Capital Outlay	450,000.00	0.00	450,000.00	100.00
	Debt Services	13,262.00	0.00	13,262.00	100.00
	Expense	**1,262,202.00**	**307,551.28**	**954,650.72**	**75.63**
603	**Refuse**	**-476,202.00**	**78,731.40**	**-554,933.40**	**116.53**
605	**Sewage**				
	Revenue				
	Intergovernmental	0.00	0.00	0.00	0.00
	Special Assessments	-40,000.00	0.00	-40,000.00	100.00
	Proprietary Fund Revenues	-743,000.00	-469,022.10	-273,977.90	36.87
	Other Financing Sources	0.00	0.00	0.00	0.00
	Revenue	**783,000.00**	**469,022.10**	**313,977.90**	**40.10**
	Expense				
	Personal Services	152,850.00	64,566.75	88,283.25	57.76
	Supplies	25,500.00	9,309.02	16,190.98	63.49
	Services	561,000.00	92,597.80	468,402.20	83.49
	Capital Outlay	110,000.00	0.00	110,000.00	100.00
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	**849,350.00**	**166,473.57**	**682,876.43**	**80.40**
605	**Sewage**	**-66,350.00**	**302,548.53**	**-368,898.53**	**555.99**

General Ledger
Quarterly Expense vs Budget By Fund and Dept

City of East Grand Forks
P. O. Box 373
East Grand Forks, MN 56721
(218) 773-2483

User: ejohnson
Printed: 07/28/09 15:23:32
Period 01 - 06
Fiscal Year 2009

Fund	Description	2009 Budget	Balance	Variance	% Uncollected Available
680	**Riverwalk Center**				
	Revenue				
	Intergovernmental	0.00	0.00	0.00	0.00
	Special Assessments	-107,000.00	-44,044.25	-62,955.75	58.84
	Other Financing Sources	0.00	-10,950.00	10,950.00	0.00
	Revenue	**107,000.00**	**54,994.25**	**52,005.75**	**48.60**
	Expense				
	Personal Services	0.00	0.00	0.00	0.00
	Supplies	2,500.00	0.00	2,500.00	100.00
	Services	264,500.00	77,040.93	187,459.07	70.87
	Capital Outlay	5,000.00	0.00	5,000.00	100.00
	Debt Services	0.00	0.00	0.00	0.00
	Expense	**272,000.00**	**77,040.93**	**194,959.07**	**71.68**
680	**Riverwalk Center**	**-165,000.00**	**-22,046.68**	**-142,953.32**	**86.64**
681	**DeMers Professional Building**				
	Revenue				
	Special Assessments	-8,600.00	-3,967.50	-4,632.50	53.87
	Other Financing Sources	0.00	0.00	0.00	0.00
	Revenue	**8,600.00**	**3,967.50**	**4,632.50**	**53.87**
	Expense				
	Personal Services	0.00	0.00	0.00	0.00
	Supplies	600.00	0.00	600.00	100.00
	Services	29,400.00	12,827.28	16,572.72	56.37
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	**30,000.00**	**12,827.28**	**17,172.72**	**57.24**
681	**DeMers Professional Building**	**-21,400.00**	**-8,859.78**	**-12,540.22**	**58.60**
682	**Infill Building**				
	Revenue				
	Special Assessments	-64,500.00	-33,912.00	-30,588.00	47.42
	Revenue	**64,500.00**	**33,912.00**	**30,588.00**	**47.42**
	Expense				
	Personal Services	0.00	0.00	0.00	0.00
	Supplies	500.00	0.00	500.00	100.00

Fund	Description	2009 Budget	Balance	Variance	% Uncollected Available
	Services	77,000.00	21,759.41	55,240.59	71.74
	Capital Outlay	0.00	0.00	0.00	0.00
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	**77,500.00**	**21,759.41**	**55,740.59**	**71.92**
682	**Infill Building**	**-13,000.00**	**12,152.59**	**-25,152.59**	**193.48**

AGENDA ITEM # 3

Request for Council Action

Date: 8-3-09

To: East Grand Forks City Council, Mayor Lynn Stauss, President Dick Grassel, Council Vice President Henry Tweten, Council Members: Marc Demers, Craig Buckalew, Wayne Gregoire, Greg Leigh, and Mike Pokrzywinski.

Cc: File

From: Michelle French
RE: Website

The City received three proposals for the redesign of the City's website ranging from $5258 to $14,310. Mr. Huizenga, Mr. Thompson, and I reviewed the proposals.

CivicPlus is the more expensive proposal but we believe that the one time cost for the features that would best fit the City would be a good investment. CivicPlus specializes in government websites and is able to meet the City's current needs and long-term needs as well. CivicPlus will design a website template made for East Grand Forks rather than choosing from various pre-made templates. The designs that CivicPlus highlighted in their proposal are all unique. This website will be eye catching, user friendly, and easy to maintain.

CivicPlus did drop the price of the one-time fee to $13,000 rather than the original quote of $14,310. Ongoing costs are $3,000 per year, however; CivicPlus will include two months free for a one year agreement and four months free for a two year agreement. In the event that the City chooses not to continue the agreement after two years, the City will be able to keep the website but will lose the support and updates. The website could take four to five months to build and make it our own.

I contacted another City that is switching from GovOffice to CivicPlus and they are very pleased with the product so far.

Consider approving a two year agreement with CivicPlus Website and allow the Mayor and City Administrator sign all necessary documents.

Quotation for Service

DATE: July 2, 2009 (Quote expires September 2, 2009)

FROM: Mike Chaloupka (Mike@GovOffice.com)

Upon acceptance of the Quotation for Service and verification of the Client's contact information below, please sign at the bottom of Page 3 and fax all pages to GovOffice at 612-617-5701.

Name of Client: City of East Grand Forks, Minnesota
Today's Population: 8,690
Billing Contact:
Mail Address:
City, State, Zip:
Main Phone:
Main Fax:

Site Admin:
Admin Phone:
Admin E-mail:

The Site Admin is the staff member who will serve as the Client's primary contact person with the GovOffice Customer Service Center.

Service Description	Cost
Required: License of GovOffice Content Management System—*one-time cost* • Includes online training session with the GovOffice Customer Service Center	**$1300**
Required: Annual Service Package • Cost = monthly rate of **$53** x 12 months • Includes Web hosting, customer support, and our maintenance of the Web servers • E-mail hosting not included in the Annual Service Package	**$636**
Recommended: Custom Graphic Web Design Upgrade—*one-time cost* • See Page 2 for description of "Progressive" design service	**$2000**
Recommended: Start-Up Package—*one-time cost* • See Page 2 for description of "Start-Up Package"	**$295**
Recommended: SSL SuperForms one-time set up charge • See www.newtechnology.avenet.net for info and to see examples	**$300**
Recommended: SSL SuperForms annual host charge	**$318**
Recommended: Avenet Commerce Engine one-time set up charge • See www.newtechnology.avenet.net for info and to see examples	**$250**
Recommended: Avenet Commerce Engine annual host charge	**$159**
Total:	**$5258**

"Progressive" Custom Graphic Web Design Upgrade:

Overview:
The GovOffice Design Team will augment the Client's choice of stock design template from the GovOffice Design Center. The project involves development of a professional, fully customized banner for the home page (containing up to 4 images, such as an official logo and/ or photographs from the community, as well as a stylish font treatment). Plus, GovOffice will create up to 2 more custom banners (up to 8 images total) for select sections. If the Client decides against the 2 additional custom banners, GovOffice instead will apply up to 8 more images to the home page banner that rotate upon "refreshing" or "reloading" the Web page.

Service Includes:

- 2 draft, 2 revision process
- Choice of any template from the Design Center to be augmented
- 1 fully customized banner for the home page (up to 4 images)
- Up to 2 additional custom banners containing up to 4 images per banner (8 total)
- 2 shortcut URLs to accompany the 2 additional custom banners
- Development of an effective color scheme
- Adjustment of size to the menu, sidebar, and footer areas, if needed
- Rollover ("pop out") menu feature, upon request, for simplified navigation of the Website
- Split-Navigation feature (vertical and horizontal display of menu items), upon request
- Liquid display (will stretch or condense to fit any computer screen) or background color, upon request
- Choice of placement of the "Search" box, upon request

Process:
The Progressive Solution is a 2 draft, 2 revision process. This means that the GovOffice Design Team will create two design drafts (including banners), based upon the Client's stated objectives for the stock design template selected. Upon evaluation of the drafts, the Client will tell GovOffice the preferred draft (1 out of the 2) and requested edits. GovOffice then will revise it up to two more times before asking for final approval.

Not Within the Scope of Service:
The Progressive Solution is strictly a custom *graphic* Web design service. It does not include the transfer (migration) of Web content—text, images, documents, and the like—from the Client's existing Web site onto the GovOffice system. Also, while GovOffice strives to complete each Client's custom design project as efficiently as possible, we do not guarantee the deployment ("go-live") of a custom design by or on a specified date.

Start-Up Package—Elements include the following:

An exclusive "move-in-ready, starter site" that is pre-configured and optimized to save the Client time moving Web content from its existing Web site onto the GovOffice system. The starter site is identical to www.newcustomerstartup.govoffice3.com.

- A navigation menu is pre-built and arranged in accordance with best practices for local government Web sites.
- Sections, sub-sections, and corresponding items are named and programmed using the proper data-loading templates.
- Placeholders are built in for quick and easy customization, and tips are provided for guidance.
- Web Site Pre-Launch Checklist document to help customers ensure that they are maximizing the full value of their starter site.

Domain Name Service

- 2-year registration of an official domain name (excludes .gov) with ownership transfer to the Client, **or**
- Re-direction of the Client's existing domain name to the GovOffice servers

Shortcut URLs

- Shortcut URLs are "section-specific Web addresses" that will take visitors directly to a particular page of the Web site—bypassing the home page (for example, *govofficecity.com/**police*** will go directly to the Police Department page).
- 5 shortcut URLs are pre-loaded onto the "starter site" and ready for immediate use.

Training and Support: GovOffice will provide an online training session (up to 1 hour) for the Client. Subsequently, the Client is entitled to 3 hours of online/ toll-free telephone support through the GovOffice Customer Service Center. If necessary, additional customer service time may be purchased at a rate of $60 per hour (1/2 hour minimum).

Web Hosting: The Annual Service Package includes Web hosting for sites up to 1 GB (1,000 MB) of data, which will be monitored by GovOffice monthly. If more than 1 GB of storage is needed by the Client, the Extended Storage Plan is available for purchase, and it provides an additional 2 GB of storage at an annual rate of $480.

Domain Name: Clients may choose from the following options relating to domain name: If the Client already owns a domain name, the domain name may be re-directed to the Client's new Web site for a $75 one-time only charge. Or, at the Client's request, the GovOffice Customer Service Center will register a domain name on its behalf and point the domain name to the new Web site. The duration of a domain name registration may be one year ($55), two years ($90), three years ($135), four years ($180), or five years ($220).

Bulk E-mail (Text or HTML-enhanced): Clients may send bulk e-mails through the GovOffice broadcast e-mail system. Up to 500 subscribers may receive one text or HTML-enhanced e-mail per month at no charge (or 250 subscribers may receive two e-mails per month, etc.). If the Client exceeds its limit, the following price schedule goes into effect:

- 501-1000 are $.04 each
- 1001-2500 are $.03 each
- 2501-5000 are $.02 each
- 5001+ are $.01 each

By signing below, you agree to the deliverables of the "Progressive" design package as described on Page 2. Also, by paying for or utilizing the GovOffice.com Web service, you agree to the "Terms and Conditions" as they appear on our Web site at www.govoffice.com/terms.

Date: _____

Printed Name and Title: _____

Signature: _____

Steps to begin service with GovOffice:

1. Please handwrite clearly any missing Client contact information at the top of Page 1. Then fax all pages of the signed "Quotation for Service" form to GovOffice at 612-617-5701. You will be sent an e-mail that confirms receipt of your fax and outlines the next steps.

2. Avenet Web Solutions (the parent company of GovOffice) will e-mail the invoice to the "Site Admin" named above. Payment instructions will be posted on the invoice.

3. After GovOffice has received payment for the full invoiced amount, the "Site Admin" will be contacted by a member of the GovOffice Customer Service Center to schedule the online training session for staff.

Standard and Optional Features

"Standard" = Included in the required costs
"Optional" = Additional cost required

Features	Standard	Optional
Professional Design		
Access to over 30 colorful design templates	✓	
Custom graphic Web design for a "look and feel" that is exclusive to your organization; go to www.govoffice.com/design for details		✓
Web Hosting and Support		
Up to 1 GB (1,000 MB) of stored uploads, maintenance of Web servers, and access to toll-free Technical Support Desk	✓	
Online training of the GovOffice technology for staff	✓	
Quick Tips within the administrative Web site and access to the GovOffice Help Site	✓	
Web Site Management		
Data storage tracker to manage load of Web content	✓	
Audit log that shows activity of various administrative users	✓	
Generate reports that monitor traffic within your Web site	✓	
Access and Web Site Editing		
Unlimited number of administrative users (staff members) on the GovOffice system	✓	
Ability to limit access and administrative permissions to each user on the system	✓	
Preview feature that shows how an unsaved edit would appear if it was saved and activated on the live Web site	✓	
Live Site feature that allows users to switch between the live and administrative Web sites within one browser window	✓	
Basic and Advanced Features		
Flexibility to name and order all navigation menu buttons	✓	
Import, type, format, and spell-check text	✓	
Upload, resize, position, and caption photos	✓	

Features (continued)	Standard	Optional
Create unlimited number of links to internal pages and external Web sites	✓	
Online forms for questions, comments, and requests	✓	
Post audio and video files	✓	
Upload and name documents, such as Agendas & Minutes and your newsletters	✓	
Schedule of events within a true calendar display	✓	
Online polls with controlled responses and displayed results	✓	
Image gallery to create a Community Photo Album	✓	
Ability to add and easily remove sidebars from all pages	✓	
Directory, including contact information and photos, of Elected Officials and staff	✓	
Post news stories with a pre-set release date	✓	
Display job listings with a post date and deadline date	✓	
List Frequently Asked Questions	✓	
Highlight "related links" to associated Web sites without posting long URLs	✓	
Directory of local attractions and links to an online map	✓	
Site Map for added ease in locating a desired section of the live Web site	✓	
"Last Edit" stamp option for any or all pages	✓	
"Printer-Friendly" option and flexibility in its placement	✓	
Search engine that also searches uploaded documents	✓	
Advanced: Option for advanced users to switch to HTML mode for editing purposes	✓	
Advanced: Shortcut URLs (for example, www.govoffice.com/**startup**) for enhanced accessibility to select areas of the Web site		✓
Advanced: Super Forms module for more robust online forms, such as questionnaires and service requests		✓
Advanced: Intranet capability for "staff only" areas of the Web site; accessed by username and password	✓	
Advanced: Bulk e-mail tool that allows visitors to opt-in and opt-out of receiving broadcast e-mail notifications	✓	
Advanced: RSS feeds "in" from other news-related Web sites	✓	
Advanced: RSS feeds "out" to other news-related Web sites		✓

Revize®
Software Systems

Sales Agreement

This Sales Agreement is between E. Grand Forks, MN ("CLIENT") and Revize LLC, aka Revize Software Systems, ("Revize"). Federal Tax ID# 20-5000179 Date: 7-21-09

CLIENT INFORMATION:		REVIZE LLC:
Company Name:	East Grand Forks	Revize Software Systems
Company Address:	600 Demers Avenue	1890 Crooks, Suite 340
	East Grand Forks, MN	Troy, MI 48084
Company Country/State/Zip:	56721	
Contact Name	Cory Thompson, Information Technology Mgr	

Billing Dept. Contact _____

The CLIENT agrees to purchase the following products and services provided by REVIZE:

Quantity	Description	Price
1	Revize Monthly Subscription Service Includes:	$ 150/month
	• Hosted Revize CMS (Server installed with Revize CMS) • Up to 35 Content Editors • Free Software Upgrades • Unlimited technical support	
1	Revize Monthly Subscription Service e-Newsletter (can be added at a later time)	$ 25/month
1	One Time Set Up Fee: Includes Set up, Template Build and Training	$ 2,500.00

Total investment for first year: 2500 + 12*150 = 4,300 dollars

Second year forward: $1,800 dollars/year. Two year rate lock. After the lock in period, there may be a 4% increase annually with a lifetime maximum cap of $180/month. The pricing will be adjusted when you add the e-newsletter application to the CMS hosting.

Full setup fee and first year's payment is required to start the work. Yearly or quarterly billing. Credit cards accepted (3% handling fee). If there is a cancellation of Service before one year, the monthly fee will be prorated and the difference will be refunded to East Grand Forks. No portion of the setup fee will be refunded.

Terms:

1. *Payments:*
   - *All Invoices are Due Upon Receipt. Work begins upon receiving initial payment..*
2. *This Sales Agreement and the Revize Software License Agreement are the only legal documents governing this sale.*
3. *Both parties must agree in writing to any changes or additions to this Sales Agreement.*
4. *This Sales Agreement is subject to the laws of the State of Michigan.*
5. *Pricing expires in 30 days.*
6. *Attachment A - Revize v4.3 Features List describes the functional capabilities of Revize v4.3.*

Revize®
Software Systems

AGREED TO BY:	*CLIENT*	*REVIZE*
Signature of Authorized Person:	_____	_____
Name of Authorized Person:	_____	_____
Title of Authorized Person	_____	_____
Date:	_____	_____

Please sign and return to: Darryl Hughes, Sales Executive at Fax # 734-271-1192

Revize®
Software Systems

Attachment A – Revize® v4.3 Features List

MAJOR FEATURES

- √ Template-based for productivity and control separating content from Web Page structure
- √ Customer-defined Workflows – supports review/approval processes, email notification
- √ Dynamically assembles Web Pages and immediately publishes static pages at time of change maximizing Response Time to Visitors
- √ "Out of the Box" and ready-to-install – comes complete with Publishing Engine, Embedded Relational DB, JSP/Servlet Engine, and Application/Web Server – no additional costs
- √ Completely supports new or existing Web Sites whether created via native HTML, Dreamweaver, Front Page, etc.
- √ Lowest "Total Cost of Ownership" in the industry – including software, training, installation/setup, support

CONTENT EDITING

- √ Ability for non-technical End Users to add, preview and update Web Pages using any standard browser (including remote activities)
- √ Rich Text Editor provides WORD-like editing capabilities
- √ Includes "Spellchecker"
- √ Ability to copy and paste content from WORD documents retaining WORD formatting
- √ Ability to update text, images, graphics, sound, video, documents, PDFs, lists and links
- √ Ability to quickly and easily create phone/contact lists
- √ Ability to add, preview and update "global objects" (i.e., objects used by many Web Pages)

WORKFLOW MANAGEMENT

- √ A customizable Workflow Management feature that provides an automated review and approval process prior to publishing Web Pages to Web Server including check in/out, approval, versioning and email notification
- √ Ability to define multiple workflows with concurrent review/approval activities
- √ Includes Audit Trail Report of all changes

MANAGEMENT

- √ Template-based structure helps control a client-defined standard "look and feel" of Web Site
- √ Supports Scheduled Publishing and Expiration
- √ Supports content and Web Page versioning
- √ Ability to publish earlier versions of Web Pages (i.e., rollback capabilities)
- √ Ability to attach Metadata a content object (e.g., date, author, email, phone, department, expiration/review date, intended audience, etc.)
- √ Includes Audit Trail Report of all changes
- √ Web-based Administrative Maintenance and Workflow Creation/Maintenance Functions

SECURITY

- √ Roles and Permission-based Security Model
- √ Ability to setup Content Owners/Editors and restrict which Web Pages they are authorized to update
- √ Ability to manage Workflows by Department

GENERAL FEATURES / PERFORMANCE

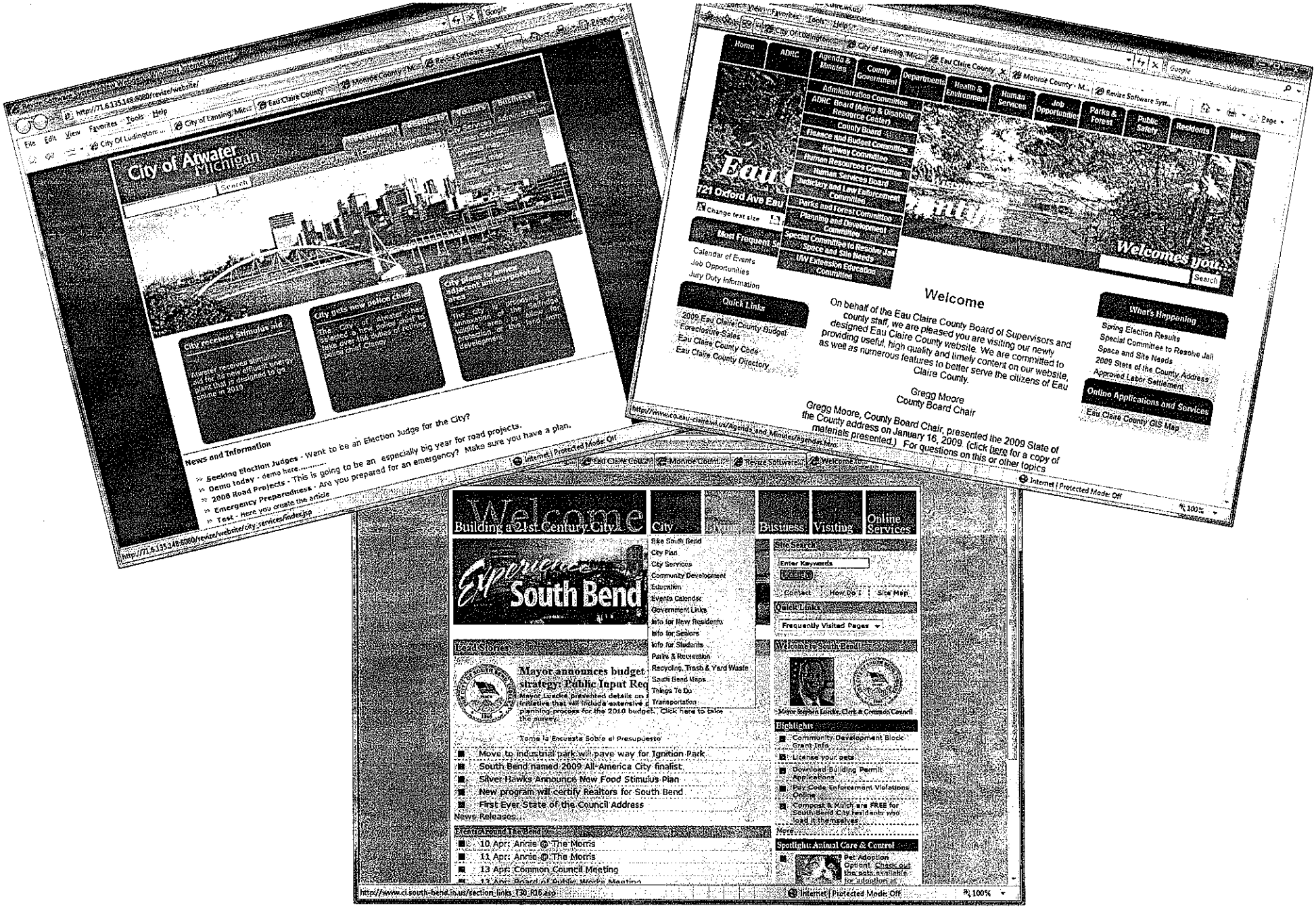
- √ Relational capability
- √ Link manager
- √ Batch Import Utility for Content
- √ Search capability for Web Site visitors
- √ Special Dreamweaver Extension
- √ Supports 3rd party software product integration for personalization/customization
- √ Single implementation can support a Web Site with over 10,000 Web Pages
- √ Ability to support information-gathering Web Pages and Web-based payment activities
- √ Immediate deployment when content or templates are changed (subject to Workflow rules and Scheduled Publishing parameters)
- √ Content can be reused, repurposed across site
- √ Ability to link to applications on other Web Sites
- √ Ability to publish to Internets, Intranets, Extranets, Wireless Devices, Staging areas
- √ User Manuals including Tutorials
- √ Outstanding Customer Support
- √ Can interface with external databases- Oracle 9i and above, MS-SQL7.0/2000
- √ Can integrate with external web servers like IIS 6.0, Apache and Tomcat

TECHNICAL

- √ Built-in Pure Java providing Cross-Platform Support and based upon industry standards, open architecture
- √ Comes complete with Publishing Engine, Embedded Relational DB, JSP/Servlet Engine, and Application/Web Server
- √ Publishes Web Pages when Content or Web Page Template (i.e., structure) changes; extensibility allows custom code to access client databases/systems dynamically at point of viewing a Web Page
- √ SQL, ODBC, JDBC compliance
- √ Uses LDAP, Java 2 Security Model
- √ Platform Independent (Certified on Windows NT, 2000, XP, Red Hat Linux 6.2/7.2, Solaris 8)
- √ Supports any standard Web browser
- √ Integrated with Macromedia's Dreamweaver

Fresh Web Site Designs

Navigation and Flyout Menu Ideas



Organization	East Grand Forks			URL	www.ci.east-grand-forks.mn.us
Street Address	610 2nd Ave NE				
Address 2	P.O. Box 373				
City	East Grand Forks	State	MN	Postal Code	56721

CivicPlus provides telephone support for all trained clients from 7am --7pm Central Time, Monday-Friday (excluding holidays). Emergency Support is provided on a 24/7/365 basis only for representatives named by the Client. Client is responsible to ensure CivicPlus has current updates.

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Billing Contact	Michelle French			Email	mfrench@ci.east-grand-forks.mn.us
Phone	218-773-2483	Ext.		Fax	218-773-9728
Billing Address	610 2nd Ave NE				
Address 2	P.O. Box 373				
City	East Grand Forks	State	MN	Postal Code	56721
Tax ID #				Sales Tax Exempt #	
Billing Terms	Annual			Account Rep	Nicole Shaddix
Info Required on Invoice (PO or Job #)					

Contract Contact	Michelle French			Email	mfrench@ci.east-grand-forks.mn.us
Phone	218-773-2483	Ext.		Fax	218-773-9728

Project Contact	Michelle French			Email	mfrench@ci.east-grand-forks.mn.us
Phone	218-773-2483	Ext.		Fax	218-773-9728

TERMS & CONDITIONS

Client Deliverable

1. Icon Enterprises, Inc., d/b/a CivicPlus will create a unique website for East Grand Forks (Client) that includes all functionality as defined in Exhibit A – Project Development Services, attached hereto.

Additional Services

2. Client may contract with CivicPlus for additional Consulting, Website Design, Setup, Programming, and Training services (Project Development Services) that exceed those defined in Exhibit A. CivicPlus will invoice Client for the additional services immediately prior to project Go-Live.

3. Client may contract with CivicPlus for additional Annual Support, Maintenance & Hosting services that exceed those defined in Exhibit B – Annual Support, Maintenance & Hosting Services. CivicPlus will invoice Client for annual services immediately prior to project Go-Live.

4. Services that involve billable time beyond the contracted amount will be documented and invoiced. Written approval by the client is necessary before billable time is incurred.

5. Additional module upgrades may be purchased and activated at any time.

Billing & Payment Terms

6. CivicPlus will waive two months hosting costs (as defined in Exhibit B) upon East Grand Forks signing a one-year contract. If the City elects to sign a multiple-year contract, two months' hosting fees will be waived for each additional year contracted. The total discount will be applied to the first year's hosting costs only.

7. One-third of the total Project Development fee will be billed upon completion of design; one-third of the total Project Development fee will be billed upon completion of content. The remainder of the Project Development fee and any additional Project Development services will be invoiced upon Go-Live.

8. The City shall sign a project completion and acceptance form prior to project go-live. The date may be extended if material system or operational failures are encountered. Immediately upon project Go-Live the final bill for the project development services will be billable and payable, and the first year's annual support and maintenance fees will be billable and payable. All Parties agree that the website will not go-live until the project is accepted in writing by the City.

9. Invoicing for Annual Support, Maintenance & Hosting will begin four months from the date this contract is signed by the client, or upon project Go-Live whichever happens sooner.

10. Fees for CivicPlus Annual Support, Maintenance & Hosting services are invoiced prior to the year of service and are due by the first of the following month.

11. Project Development invoices are due by the first of the following month.

12. Annual Support, Maintenance & Hosting invoices may be prorated in order to correlate with the Client's budget year.

13. Annual Support, Maintenance & Hosting invoices are due on the date annotated.

14. Service will be discontinued if payment is not made within 30 days after the invoice due date.

15. Payments received will be applied first to finance charges, then to the oldest outstanding invoice.

16. If the account exceeds 60 days past due, the web service will be removed and the data will be erased. A copy of any erased data will be retained by CivicPlus and sent to the Client on CD upon payment of the outstanding account.

Agreement Renewal

17. Either party may terminate the Annual Support, Maintenance & Hosting Agreement at the end of the contract term by providing the other party with 60 days written notice, prior to the contract renewal date.

18. In the event that neither party gives 60 days notice prior to the end of the initial or any subsequent term, this Agreement will automatically renew for an additional contract term.

19. In the event of early termination of this Agreement by the client, full payment of the remainder of the contract is due within 15 days of termination.

20. Each year this Agreement is in effect, charges for Annual Support, Maintenance & Hosting services may be increased by CivicPlus by no more than 5% per annum.

Support & Warranty

21. CivicPlus will provide unlimited telephone support Monday-Friday, 7:00 am – 7:00 pm (Central Time) excluding holidays, for all trained Client staff. Emergency Support is only provided on a 24/7/365 basis for emergency contacts named by the Client. Client is responsible for providing CivicPlus with contact updates.

22. Support includes providing technical support of the CivicPlus CMS System, application support (pages and modules), and maintenance of Client's website. Following initial setup, additional page design, graphic design, user training, site modification, and custom programming may be contracted separately for an additional fee.

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23. During the period of this agreement and subsequent annual renewals, CivicPlus warrants that it will, without additional charge to the client, immediately correct any problems or defects discovered in the System and reported to CivicPlus by the client, such warranty to include ongoing maintenance upgrades and technical error correction.

24. CivicPlus provides online website statistics software at no extra charge. If Client desires to use another website statistic software, CivicPlus will provide the necessary log file access.

Marketing

25. If applicable, Client agrees to work with the CivicPlus Marketing Department to gather information and meet deadlines associated with website award contest entries throughout the term of this Agreement. Client permits CivicPlus to include an example of the Client's home page and a link to the Client's website on the CivicPlus corporate website.

26. Client will cooperate with the CivicPlus Marketing Department to create a news item to be released in conjunction with their project Go-Live date. Client will provide CivicPlus with contact information for local and regional media outlets. CivicPlus may use the press release in any marketing materials as desired throughout the term of this Agreement.

27. Client will cooperate with the CivicPlus Marketing Department to create a case study related to their website.

28. Client agrees to allow CivicPlus to display a "Powered by CivicPlus" insignia and web link at the bottom of their web pages. Client understands that the pricing and any related discount structure provided under this Agreement assumes such perpetual permission.

Intellectual Property, Ownership, & Content Responsibility

29. This Agreement is not a sale of the CivicPlus Content Management System (CMS) and its associated applications and modules (the Proprietary System). CivicPlus owns the Proprietary System and provides a right of use to the Client during the period of this Agreement. Rights are non-transferable.

30. Upon full and complete payment of submitted invoices for the development of graphic designs, web content, page designs and banners ("Customer Content"), client will own the Customer Content that is incorporated into the Proprietary System in the course of using the Proprietary System.

31. Upon completion of the development of the site, client will assume full responsibility for Web site content maintenance and content administration. Client, not CivicPlus, shall have sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness, and intellectual property ownership or right to use of all Customer Content.

32. Client shall not (i) license, sublicense, sell, resell, transfer, assign, distribute or otherwise commercially exploit or make available to any third party the Proprietary System in any way; (ii) modify or make derivative works based upon the Proprietary System; (iii) create Internet "links" to the Proprietary System or "frame" or "mirror" any functionality on any other server or wireless or Internet-based device; or (iv) reverse engineer or access the Proprietary System in order to (a) build a competitive product or service, (b) build a product using similar ideas, features, functions or graphics of the Proprietary System, or (c) copy any ideas, features, functions or graphics of the Proprietary System.

33. The CivicPlus name, the CivicPlus logo, and the product and module names associated with the Proprietary System are trademarks of CivicPlus, and no right or license is granted to use them.

Indemnification

34. Client shall defend, indemnify and hold harmless CivicPlus, its partners, employees, and agents from and against any and all lawsuits, claims, demands, penalties, losses, fines, liabilities, damages, and expenses including attorney's fees of any kind, without limitation, in connection with the operations of and installation of software contemplated by this Agreement, or otherwise arising out of or in any way connected with the CivicPlus provision of service and performance under this Agreement. This section shall not apply to the extent that any loss or damage is caused by the gross negligence or willful misconduct on the part of CivicPlus.

35. CivicPlus will not be liable for any act, omission of act, negligence or defect in the quality of service of any underlying carrier or other service provider whose facilities or services are used in furnishing any portion of the service received by

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the customer. CivicPlus will not be liable for any failure of performance that is caused by or the result of any act or omission by customer or any entity other than CivicPlus that furnishes services, facilities or equipment used in connection with CivicPlus services or facilities.

36. Except as expressly provided in this Agreement, CivicPlus makes no expressed or implied representations or warranties, including any warranties regarding merchantability or fitness for a particular cause.

Acceptance

We, the undersigned, agreeing to the conditions specified in this document, understand and authorize the provision of services outlined in this Agreement.

Name East Grand Forks	Date
Name CivicPlus	Date

Sign and Fax this Copy:
Attn: Contracts
Fax 785-587-8951

And - Mail two (2) Signed Originals:
CivicPlus Contracts
317 Houston St., Suite E
Manhattan, KS 66502

We will fax a counter-signed copy of the faxed contract back to you so we can begin your project. Upon receipt of two signed originals, we will counter-sign and return one copy for your files.

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Exhibit A –Project Development Services

Provided below is a project estimate based upon deliverables in your website design. Additional options may be added in phases or as desired.

Consulting, Website Design, Setup, Programming, and Training All Quotes are in US Dollars and Valid for 120 days from July 20,2009	
Project Development Fee (See Project Details)	**$13,000**

Project Development Fee includes use of CivicPlus CMS with these modules and functionality:

Modules	Functionality
☒ Archive Center	☒ Action Items Queue
☒ Bid Postings (1 Category)	☒ Audit Trail/History Log
☒ Business/Resource Directory	☒ Automated PDF Converter
☒ Calendar	☒ Automatic Content Archiving
☒ Carbon Calculator	☒ Dynamic Breadcrumbs
☒ Document Center	☒ Dynamic Sitemap
☒ Emergency Alert Notification	☒ Expiring Items Library
☒ Facilities & Reservations (50 Facilities)	☒ Graphic Link Administration
☒ FAQs	☒ Links Redirect and Broken Links Finder
☒ Featured Info Module	☒ Menu Management
☒ Forms Development Tool (2 Forms - Client Develops)	☒ Mouse-over Menu Structure
☒ Healthy City Initiative	☒ Online Editor for Editing and Page Creation
☒ Intranet (1 group)	☒ Online Web Statistics (Only with CivicPlus Hosting)
☒ Job Postings (1 Category)	☒ Page Wizard for Preformatted Page Options
☒ News Flash	☒ Printer Friendly/Email this Page
☒ Notify Me Email Subscription	☒ Rotating Content
☒ Online Job Application (1 Generic Application)	☒ Search Engine Registration
☒ Opinion Poll	☒ Site Layout Options
☒ Photo Gallery (50 Photos)	☒ Site Search & Entry Log
☒ Quicklinks	☒ Web Page Upload Utility
☒ Request Tracker (5 Users)	☒ Website Administrative Log
☒ Real Estate Locator (25 Properties)	☒ RSS
☒ Staff Directory	☒ Slideshow
☒ Where Do I... (1 File Upload)	☒ User/Group Permission with Author & Publisher Rights

Project Development Fee also includes the following upgrades:

Module Upgrades	Functionality Upgrades
• None	• None
Gov't 2.0 Upgrades Blog & Share are basic, delete what they aren't getting	
☒ Blog – Basic ☒ Facebook – Basic Profile Setup	☒ Share ☒ Twitter – Basic Profile setup

Project Details		Optional Fee	Fee
Objective 1: Establishing Your Site's Focus			
Phase 1: Analysis and Timeline Development			
• Identify custom modules and integration projects. • Phone interviews with departments and gather information. • Review current site statistics, if they are available.	• Establish project timeline. • Coordinate the DNS details. • **Deliverable:** Project Timeline and worksheets.		$1,097
Phase 2: Website Design			
• Create a professional and attractive "look and feel" for the entire website. • Create the layout for each page, incorporating photographs, graphic illustrations, topic headings and dynamic components.	• Modify design with input from client. • Determine customization of modules or custom development projects and provide estimates for project changes. • **Deliverable:** Website Design Composition.		$3,873
Phase 3: Navigation Architecture Development			
• Develop the global navigation and sub-navigation, persistent navigation, and resource links for the client's website.	• Determine optimum taxonomy structure. • **Deliverable:** Navigation structure optimized for your website.		$290
Phase 4: Modules and Site set-up			
• Setup dynamic elements on pages. • Additional modules may be established based upon recommendations in Phase 1.	• **Deliverable:** Setup a fully functional site, the software that runs the site, and statistical analysis for the site.		$1,091
Objective 2: Content Development and Page Layout			
Phase 5: Content Development			
• Develop sitemap as pages are developed. • Gather content worksheets from your departments and contact departments as needed for additional content. • Develop new web pages as needed with assistance from client and migrate existing content.	• Approximately **50 Standard Pages** will be developed. (You will have the ability to create unlimited pages after training) • Ongoing review with your staff as major areas are developed. • **Deliverable:** Website content development and module content.	*Add $1,450 per 50 additional pages*	$1,123
Phase 6: Test and Review /Establish Future Expectations			
• Make final revisions to website. • Quality Assurance review of new website.	• Review ongoing responsibilities of department heads and administrative staff. • **Deliverable:** List of items that need to be addressed.		$1,128

Project Details		Optional Fee	Fee
Objective 3: Equipping Your Staff for Successful Website Maintenance			
➢ **Phase 7: Consulting and Training for Your Trainers or Website Administrator**			
Basic Page Admin Training • Basic page development using Page Wizards • Applying modules to pages • Applied use and usability consulting • Effective communication through your website **Basic System Admin Training** • Set up groups and users • Establish permissions	**Basic Module Admin, Training & Use** • Slideshow and Images; Document Center; News Flash; Staff Directory; Opinion Poll, Resource Directory; Calendar; FAQs; QuickLinks; RSS; **Advanced Module Admin, Training & Use** • Archive Center, Notify Me, Intranet, Emergency Alert Notification (Single Page Push)		
Train the Trainer – 24 hours online phone training and consulting for up to two (2) employees.			$3,600
On-Site Training 3 eight-hour days of On-Site Training and Usability Consulting for Content Administrators (up to 10 employees) **Quote includes travel expenses** **Laptop training lab is available for additional fee**		*Optional* *$6,200*	
Training in Manhattan, KS 8 hour days On-Site Training and Usability Consulting for Content Administrators (up to 10 employees) in our Manhattan, KS office. **Client is responsible for all travel-related arrangements and expenses.**		*Optional* *$1,200/day*	
Additional Option: One day of Onsite Consulting with department administrators to review the website and additional time for basic learners. Review website procedures. Must be combined with onsite training above.		*Optional* *$2,500*	
Objective 4: Website Deployment			
➢ **Phase 8: Go-Live and Project Review**			
• Launch site. • Gather feedback from staff involved in project	• **Deliverable:** Final project review report.		$548
Optional: **Content Fixes –** this is a site review and clean-up; the Quality Control team will clean up the site, correcting any issues found in pages that were created by client staff.		*Varies based on # of pages reviewed*	
Optional: **Website Presentation –** one day of onsite meetings to present website to stakeholders. **Quote includes travel expenses**		*Add $2,500*	
➢ **Phase 9: Marketing**			
• Registration of site with all major search engines.			$250
Phase 10: Ongoing Consultation			
• Site review and consulting. • Layout, design and content recommendations.	• Recommend site enhancements for improved visitor interaction.		Included
Total Project Development Fee		*Varies*	**$13,000**

Exhibit B – Annual Support, Maintenance & Hosting Services

Annual Support, Maintenance & Hosting Fee Server Storage Not to Exceed 10 GB	**$3,000**
Optional Monthly Pay Plan (includes $10/monthly surcharge)	**$260**

Annual Support, Maintenance & Hosting Includes:		
Hosting	**CivicPlus Application & Modules**	**Support**
Shared Web/SQL Server DNS Consulting & Maintenance Monitor Bandwidth-Router Traffic Redundant ISP Redundant Cooling Natural Gas Powered Generator Daily Tape Backup Intrusion Detection & Prevention Antivirus Protection Upgrade Hardware	Install Service Patches for OS Upgrades Fixes Improvements Integration Testing Development Usage license	7am-7pm (Central), Monday-Friday (excluding holidays) 24/7 Emergency Support Dedicated Support Personnel 2 hour response Usability Improvements Integrate New & Upgraded Services Proactive support for updates & fixes Online Training Manuals Monthly Newsletters Phone Consulting

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THE TOPEKA CAPITAL-JOURNAL
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CivicPlus wins IT award

BY THE CAPITAL-JOURNAL
August 6, 2009 - 6:54am

CivicPlus was honored last weekend with the "Best Fit Integrator" award at the Center for Digital Government's annual award ceremony.

The Manhattan-based company was acknowledged for its work on Web site redesign projects for Montrose, Colo., Merced County, Calif., Hutto, Texas, and West Valley City, Utah. CivicPlus was nominated for the award by fellow public sector information technology groups across the United States based on cost savings, consolidation and public access.

CivicPlus works with more than 500 cities, counties, associations and school districts throughout North America on local government website management, development and design.

The Center for Digital Government is a national publishing, event and research company that specializes on information technology in the public sector.

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