



MEMORANDUM

**Highway
Department**

Jason Benson, P.E.
County Engineer

Thomas B. Soucy, P.E.
Deputy County Engineer

Blaine Laaveg
Superintendent

TO: Cass County Commission

FROM: Jason Benson, Cass County Engineer *JMB*

DATE: June 22, 2022

SUBJECT: Consent Agenda Item for July 5th, 2022 Commission Meeting: TB2502: 3/10 Clifton Twp – Structure Replacement

The Cass County Highway Department has been evaluating several design options over the last year to replace the bridge in Clifton Township Sections 3/10 on the Maple River. This bridge replacement will be recommended in the 2023 budget. To make a safer roadway and save money this structure will be moved south and west of its current location, thus disturbing existing wetlands at the project site. This option will be roughly \$700,000 cheaper than a full bridge replacement and between \$300,000-\$400,000 cheaper than the longer box culvert option. This option also eliminates flood waters from overtopping and damaging the adjacent Township road. While this option has an overall project savings, it does impact 1.36 acres of wetlands that have to be mitigated at a cost of \$85,680.00. Typically, we try to mitigate the wetland impacts by constructing new wetlands adjacent to the project. Due to the Maple River and site constraints, onsite mitigation is not possible, and our only option is to purchase wetland credits. Attached is the invoice from Ducks Unlimited for the purchase of 1.36 Acres of Wetland Credits for the above-mentioned project required by the 404 Permit acquired by the Army Core of Engineers. This project is in our 5-year plan and is slated for 2023 construction.

SUGGESTED MOTION: Authorize Chairperson to sign the purchase order and approve invoice from Ducks Unlimited for \$85,680.00.

J:\Admin-Eng\Commission Corrsp\2022 Commission Correspondence\TB2502 3-10 Clifton\Consent Agenda Memo Duck Unlimited 062222.docx

1201 Main Avenue West
West Fargo, North Dakota
58078-1301

701-298-2370
Fax: 701-298-2395



Great Plains Regional Office
2525 River Road
Bismarck, ND 58503-9011
(701) 355-3500 • Fax (701) 355-3575
www.ducks.org

June 10, 2022

INVOICE # GPRO-DEFINV-2022-198

TO: Cass County Highway Department
Attn: Kyle Litchy
1201 Maine Avenue W
West Fargo, ND 58078

FROM: Ducks Unlimited, Inc.
2525 River Road
Bismarck, ND 58503

FOR: Wetland Mitigation credits through the Ducks Unlimited – Grafton Mitigation Bank approved by the Army Corps of Engineers.

Grafton Mitigation Bank:

- 1.36 wetland credits per Permit # NWO-2022-0743-BIS

Total Due: \$85,680.00

Please make check payable to Ducks Unlimited, Inc. and send to the address listed above.

Payment must be received within 30 days or sale will be cancelled and re-invoiced.

Thank you.



PURCHASE ORDER

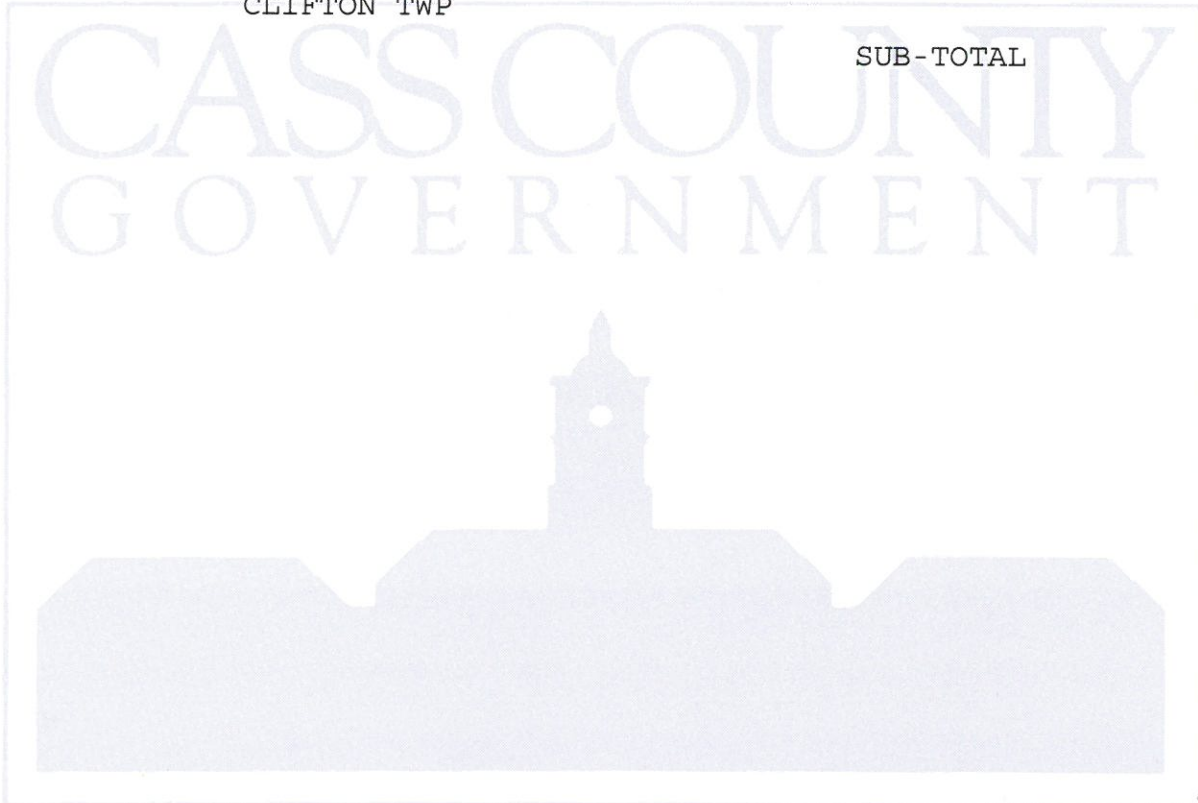
PAGE: 1
 P.O. NO.: 151531
 DATE: 06/22/22

N.D. Sales Tax Exempt No. E-3009

DUCKS UNLIMITED
 GREAT PLAINS REGIONAL OFF
 2525 RIVER ROAD
 BISMARCK, ND 58503-9011

SHIP TO: CASS COUNTY GOVERNMENT
 COUNTY ENGINEER
 1201 WEST MAIN AVENUE
 WEST FARGO, ND 58078

VENDOR NO.		12113			
DELIVER BY	SHIP VIA	F.O.B.	TERMS		
06/22/22			NET		
CONFIRM BY		CONFIRM TO		REQUISITIONED BY	
		HALLAND, SHARI K		JASON BENSON	
FREIGHT	CONTRACT NO.	ACCOUNT NO.	PROJECT	REQ. NO.	REQ. DATE
		211-4001-431.45-75	TB2502DUCKS		06/22/22
LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
1	85680.00	EA	STRUCTURE REPLACEMENT 3/10 CLIFTON TWP	1.0000	85680.00
SUB-TOTAL					85680.00
					85680.00



AUTHORIZED BY _____
 COUNTY OFFICIAL



MEMORANDUM

**Highway
Department**

Jason Benson, P.E.
County Engineer

Thomas B. Soucy, P.E.
Deputy County Engineer

Blaine Laaveg
Superintendent

TO: Cass County Commission

FROM: Jason Benson, Cass County Engineer *JB*

DATE: June 23, 2022

SUBJECT: Consent Agenda Item for July 5th, 2022 Commission Meeting:

Attached are the documents for BDT Mechanical LLC, for the replacement of five (5) existing rooftop exhaust fans on the main shop of the Highway Department. Two (2) of the worst exhaust fans have already been ordered and are awaiting installation. Upon inspection of the remaining fans, it was determined that all the units should be replaced due to their lifespan and condition. We would like to replace all the exhaust fans this year and are looking for approval to complete the work as necessary. We currently have a maintenance line item to cover the costs of these replacements. The costs for replacing the five (5) fans to do this work are estimated at \$11,581.00

SUGGESTED MOTION: Authorize Chairperson to sign the purchase order and quote from BDT Mechanical, LLC.

J:\Admin-Eng\Commission Corrsp\2022 Commission Correspondence\Solar Light Replacement\Agenda Memo Exhaust Fans 70522.docx

1201 Main Avenue West
West Fargo, North Dakota
58078-1301

701-298-2370
Fax: 701-298-2395



Shipping Address: 5513 14th Avenue N
Fargo, ND 58102

Mailing Address: PO Box 2964
Fargo, ND 58108-2964

Telephone: 701.232.8891

Fax: 701.237.4711

TO: Gene Gartner
COMPANY: Cass County
RE: Replace Five Exhaust Fans at the Cass County
Highway Department

DATE: 6-16-22
FROM: Tracy Halvorson
TOTAL # OF PAGES: 2

COMMENTS:

The following is our proposal for the replacement of five exhaust fans at the Cass County Highway Department building located in West Fargo, ND.

- BDT Mechanical will provide the labor and tools to remove five existing power roof ventilators.
- BDT Mechanical will provide the labor and material to install five new power roof ventilators.
- BDT Mechanical will provide the labor, material, and equipment to fabricate and install new curb adapter's necessary for the installation of five exhaust fans.

Inclusions: Demolition of five (5) existing fans.
Installation of five new power roof ventilators.
Five new curb adapters.

Exclusions: Bond.
Line voltage electrical. Electrician will need to be on site during removal and installation.

DESIGN . BUILD . MAINTAIN

This project can be completed for the price of\$11,581.00

Sincerely,

Tracy Halvorson
BDT Mechanical, LLC
Project Manager
Price good for 30 days

Accepted by:
Company: _____
Address: _____
Signature _____
Title: _____
P.O #: _____ Date: _____

DESIGN . BUILD . MAINTAIN



PURCHASE ORDER

PAGE: 1
P.O. NO.: 151543
DATE: 06/23/22

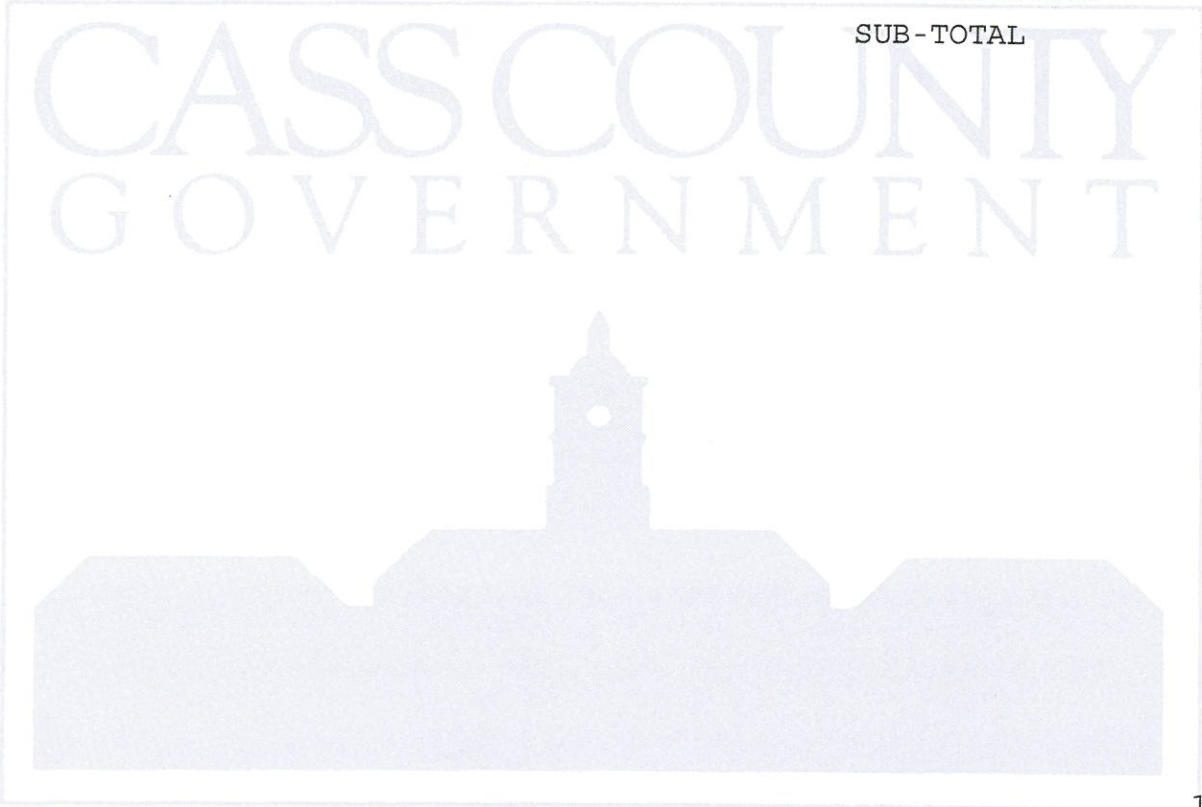
N.D. Sales Tax Exempt No. E-3009

BDT MECHANICAL LLC
5513 14TH AVE N
PO BOX 2964
FARGO, ND 58108-2964

SHIP TO: CASS COUNTY GOVERNMENT
COUNTY ENGINEER
1201 WEST MAIN AVENUE
WEST FARGO, ND 58078

VENDOR NO.		SHIP VIA		F.O.B.		TERMS	
11941						NET	
DELIVER BY		CONFIRM BY		CONFIRM TO		REQUISITIONED BY	
06/23/22				HALLAND, SHARI K		JASON BENSON	
FREIGHT		CONTRACT NO.		ACCOUNT NO.		REQ. NO.	
				211-4001-431.47-01		BDT	
						REQ. DATE	
						06/23/22	

LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
1	1.00	EA	REPLACEMENT OF EXHAUST FANS	11581.0000	11581.00
				SUB-TOTAL	11581.00



11581.00

AUTHORIZED BY _____
COUNTY OFFICIAL



MEMORANDUM

TO: Cass County Commission

FROM: Jason Benson, County Engineer *JAB*

DATE: June 27, 2022

SUBJECT: Consent agenda topic for July 5, 2022 Commission Meeting:
Gravel Stabilization Quotes.

Highway Department

Jason Benson, P.E.
County Engineer

Thomas B. Soucy, P.E.
Deputy County Engineer

Blaine Laaveg
Superintendent

Attached are the documents for Glacier Dust Control for 5 miles of Gravel Stabilization. A request for quotes was sent to two different contractors with Glacier Dust Control being the only one to reply. This project is in coordination with the discussion at our last year's Road Advisory Meeting on July 19th, 2021 about stabilizing gravel roads with higher ADT. After receiving this quote, we found out that we needed a load posting on a county bridge along County Road 22 that will put more truck traffic on roads around the Prosper area. The contractor agreed to extend their price for these additional roadway miles.

SUGGESTED MOTION: Authorize Chairperson to sign the purchase order with Glacier Dust Control for stabilization of County Highways 13, 20, 22 and two miles of Berlin and Raymond township.

J:\Admin-Eng\Commission Corrsp\2022 Commission Correspondence\Consent Memo for Gravel Stabalization Quotes.docx

1201 Main Avenue West
West Fargo, North Dakota
58078-1301

701-298-2370
Fax: 701-298-2395

CASS COUNTY HIGHWAY DEPARTMENT
REQUEST FOR GRAVEL STABILIZATION QUOTES

Cass County is requesting quotes for placement of calcium or magnesium chloride at the locations listed below.

- **SITE #1: Cass County Hwy 22 (Prosper Road) from Cass County Highway 17 to 2 Mile East of Cass County Hwy 11 (5.0 Miles) (Approx. 15,770 GAL)**

5 miles @ .60 sq. yacd = 15,840 gal

All chloride placed shall have a bill of lading for each load showing % chloride by weight added, net gallons, and specific gravity.

Site #1 application rates shall be 0.30 Gal/SY and laid 18' wide.

Completion of all applications shall be completed by July 15th, 2022. Work must be coordinated with the Highway Superintendent for the roadway to be reshaped before application.

The Cass County Highway Department, 1201 Main Ave W, West Fargo, North Dakota, will receive quotes until 1:00 P.M. on June 23, 2022. Please email all quotes to laavegb@casscountynd.gov. Quotes will be opened immediately following the hour.

Cass County reserves the right to reject all quotes and may not award the due to budget constraints.

Please contact Blaine Laaveg at the Cass County Highway Department with any questions at 701-298-2377 Office or 701-799-7385 Cell.

SITE #1 PRICE PER GAL	1.35
CHLORIDE TYPE	CACL 38%
GRAND TOTAL	\$ 21,384

NAME OF FIRM GLACIER DUST CONTROL

AUTHORIZED SIGNATURE 

TITLE OWNER / PRES

DATE June 20/22

RECEIPT OF ADDENDUMS: NO. 1 _____ NO. 2 _____ NO. 3 _____



PURCHASE ORDER

PAGE: 1
 P.O. NO.: 151589
 DATE: 06/28/22

N.D. Sales Tax Exempt No. E-3009

GLACIER DUST CONTROL
 PO BOX 815
 MOORHEAD, MN 56561

SHIP TO: CASS COUNTY GOVERNMENT
 COUNTY ENGINEER
 1201 WEST MAIN AVENUE
 WEST FARGO, ND 58078

VENDOR NO.		10127		DELIVER BY		SHIP VIA		F.O.B.		TERMS	
				06/28/22						NET	
CONFIRM BY				CONFIRM TO				REQUISITIONED BY			
				HALLAND, SHARI K				JASON BENSON			
FREIGHT		CONTRACT NO.		ACCOUNT NO.		PROJECT		REQ. NO.		REQ. DATE	
				211-4001-431.45-01				GLACIER		06/28/22	
LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION				UNIT COST	EXTENDED COST			
1	1.00	EA	DUST CONTROL STABILIZATION				21384.0000	21384.00			
							SUB-TOTAL	21384.00			
										21384.00	

AUTHORIZED BY _____ COUNTY OFFICIAL