



East Grand Forks Water & Light Department

Life Connected Since 1909

Water & Light Commission Meeting Agenda

November 6, 2019

8:00 a.m., City Hall Council Chambers

1. Call meeting to order
2. Approve minutes from previous meeting -
October 16, 2019
3. Bills and payroll
4. Comments from the public
5. Reports
 - a. Widsyth Smith Nolting
 - i. Todd
 - ii. Steve or Dustin
 - b. City Attorney
6. Old Business
7. 2019 Misc Electrical Projects Fusion
Automation - Change Order #1
8. Department Heads
9. Commissioner's reports
10. Adjourn to November 20, 2019 at 8:00
a.m.

Individuals with disabilities, language barriers or other needs who plan to attend the meeting and will need special accommodations should contact Nancy Ellis, ADA Coordinator at (218)-773-2208. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements. Also, materials can be provided in alternative formats for people with disabilities or with limited English proficiency (LEP) by contacting the ADA Coordinator (218)-773-2208 five (5) days prior to the meeting.

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held October 16, 2019 at 8:00 a.m in the City Council Chambers.

Present: Gregoire, Quirk, Grinde, DeMers

Absent: None

Also present: Ron Galstad, Keith Mykleseth, Brian Johnson, Jeff Olson, Steve Emery, Todd Forster, Todd Grabanski, Kevin Hatcher, Corey Thompson, and Karla Anderson.

It was moved by Commissioner Grinde seconded by Commissioner Quirk that the minutes of the previous regular meeting of October 2, 2019 be approved as read.

Voting Aye: Gregoire, Quirk, Grinde, DeMers

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Grinde to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,266,811.22.

Voting Aye: Gregoire, Quirk, Grinde, DeMers

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Grinde to adjourn at 8:40 a.m. to the next regular meeting on November 6, 2019 at 8:00 am.

Aye: Gregoire, Quirk, Grinde, DeMers

Nay: None

Lori Maloney
Secretary

Accounts Payable
Check Register Totals Only

User: khatcher
Printed: 10/29/2019 - 9:08 AM



City of East Grand Forks

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

Check	Date	Vendor No	Vendor Name	Amount	Voucher
515127	10/29/2019	WAP500	Western Area Power Administration	145,994.51	0
				<hr/> <hr/>	
Check Total:				145,994.51	
				<hr/> <hr/>	

Accounts Payable

Check Register Totals Only

User: khatcher
 Printed: 11/4/2019 - 1:54 PM



City of East Grand Forks

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

Check	Date	Vendor No	Vendor Name	Amount	Voucher
515128	11/06/2019	ACM502	Acme Electric Companies	24.65	0
515129	11/06/2019	UB*01035	Mohamed A Aden	68.86	0
515130	11/06/2019	ADV501	Advanced Business Methods	67.58	0
515131	11/06/2019	ALT501	Altec Industries Inc	1,282.71	0
515132	11/06/2019	AWW503	American Water Works Association	790.00	0
515133	11/06/2019	AME505	American Welding & Gas, Inc.	3,030.66	0
515134	11/06/2019	AME501	AmeriPride Services Inc	343.48	0
515135	11/06/2019	UB*01030	Kyle Bagley	151.22	0
515136	11/06/2019	UB*01024	Brianna Battles	187.04	0
515137	11/06/2019	UB*01033	Landon B Beck	124.42	0
515138	11/06/2019	BIG501	Big Jim's East Side Tire	50.43	0
515139	11/06/2019	BON560	Shelly Bondy	250.00	0
515140	11/06/2019	BOR501	Border States Electric Supply	469.15	0
515141	11/06/2019	BRY561	Jared Bryl	500.00	0
515142	11/06/2019	BUS501	Business Essentials	69.64	0
515143	11/06/2019	CAN501	Cannon Technologies Inc	53,682.44	0
515144	11/06/2019	DAK502	Dakota Supply Group	442.06	0
515145	11/06/2019	DEM560	Dennis DeMers	500.00	0
515146	11/06/2019	DIA501	Diamond Cleaning Supply	36.99	0
515147	11/06/2019	UB*01025	Abdihakim Dirie	111.38	0
515148	11/06/2019	EAG501	Eagle Electric	7,262.11	0
515149	11/06/2019	EGF501	EGF City	104,229.47	0
515150	11/06/2019	EGF560	EGF Family Service Center	240.00	0
515151	11/06/2019	EXP501	Exponent	739.74	0
515152	11/06/2019	GFT501	GF Thur-O-Clean	962.69	0
515153	11/06/2019	GOP501	Gopher State One-Call	216.00	0
515154	11/06/2019	GRA507	Grainger	102.12	0
515155	11/06/2019	GRA505	Graymont (WI) LLC	6,066.36	0
515156	11/06/2019	HAL500	Halstad Telephone Company	1,460.77	0
515157	11/06/2019	IHM500	iHeartMedia	539.00	0
515158	11/06/2019	INT503	Integrated Process Solutions Inc	2,182.10	0
515159	11/06/2019	UB*01028	Yassin Issaq	119.75	0
515160	11/06/2019	UB*01027	Adar Jumaale	32.11	0
515161	11/06/2019	UB*01029	Phillip Klejwa	128.24	0
515162	11/06/2019	UB*01026	Ifrah Koreye	127.23	0
515163	11/06/2019	LEA502	League of MN Cities	1,293.75	0
515164	11/06/2019	LIT502	Lithia Motors Support Services	54.89	0
515165	11/06/2019	LOC501	Locators & Supplies Inc	1,329.22	0
515166	11/06/2019	MID502	Midwest Refrigeration	837.90	0
515167	11/06/2019	MOO501	Moorhead Electric Inc	8,892.66	0
515168	11/06/2019	NOR507	Northdale Oil	3,026.41	0
515169	11/06/2019	NOY561	Richard Noyes	1,000.00	0
515170	11/06/2019	PET560	Brian & Vanessa Peterson	500.00	0
515171	11/06/2019	UB*01031	Makayla D Platt	119.81	0
515172	11/06/2019	POL504	Polk County Recorder	20.00	0
515173	11/06/2019	POR501	Porta-Mix Concrete Inc	113.54	0
515174	11/06/2019	POW501	Power Equipment Shop	111.37	0
515175	11/06/2019	POW502	Powerplan OIB	71.48	0
515176	11/06/2019	PRO502	Project Energy Savers LLC	617.50	0
515177	11/06/2019	RMB500	RMB Environmental Laboratories, Inc	110.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
515178	11/06/2019	UB*01032	Austin M Roberts	90.81	0
515179	11/06/2019	NUG501	Springbrook Nat'l User Group	175.00	0
515180	11/06/2019	UB*01034	Kyle S Stender	81.69	0
515181	11/06/2019	STO567	Cheryl Storbakken	210.00	0
515182	11/06/2019	STU501	Stuart C Irby Co	508.72	0
515183	11/06/2019	CHA502	The Chamber of EGF/GF	40.00	0
515184	11/06/2019	TOS502	Toshiba Financial Services	559.38	0
515185	11/06/2019	USB502	US Bank Corporate Payment Systems	10,891.52	0
515186	11/06/2019	VER500	Verizon Wireless	279.61	0
515187	11/06/2019	WAT501	Water & Light Department	14,467.49	0
515188	11/06/2019	WAT500	Water Smith Inc.	32,589.00	0
515189	11/06/2019	WID501	Widseth Smith Nolting & Assoc Inc	34,152.74	0
515190	11/06/2019	XCE501	Xcel Energy	52.84	0
Check Total:				298,787.73	

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	Merchant Category Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: BRIANNA M FEIL Account Number: **8731 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account											
09/24/2019	09/26/2019	240498	2741 PUBLISHING/PRINTING	DAYDREAMS SPECIALTIES	ND	464456733	\$ 53.63	Memo		Not Reviewed	No
Name: TODD GRABANSKI Account Number: **6344 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account											
10/16/2019	10/17/2019	240499	9402 POSTAGE STAMPS	USPS PO 2626700798	MN	941308560	58.05	Memo	None	Not Reviewed	No
Name: KEVIN HATCHER Account Number: **3325 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account											
09/23/2019	09/24/2019	240491	8699 MEMBERSHIP ORGANIZATIONS	FORX BUILDERS ASSOCIAT	ND	450355339	30.00	Memo	52080960	Not Reviewed	No
09/25/2019	09/26/2019	240498	7311 ADVERTISING SERVICES	FACEBK L6ESTNE7E2	CA	201665019	50.00	Memo	420429000200589	Not Reviewed	No
10/08/2019	10/08/2019	240498	7311 ADVERTISING SERVICES	FACEBK RBFWCAPATE2	CA	201665019	35.16	Memo	420429000200589	Not Reviewed	No
10/09/2019	10/10/2019	240507	5411 GROCERY	HUGOS #5	MN	450273731	46.19	Memo	06884680004VPRY702	Not Reviewed	No
10/10/2019	10/11/2019	240507	5411 GROCERY	HUGOS #5	MN	450273731	18.96	Memo	6174119	Not Reviewed	No
10/11/2019	10/14/2019	240507	5411 GROCERY	HUGOS #5	MN	450273731	9.98	Memo	6350558	Not Reviewed	No
10/14/2019	10/15/2019	240507	5411 GROCERY	HUGOS #5	MN	450273731	8.78	Memo	06884680004VPRY702	Not Reviewed	No
10/15/2019	10/16/2019	240498	7311 ADVERTISING SERVICES	FACEBK KY9U9M2P52	CA	201665019	15.00	Memo	5989594	Not Reviewed	No
10/15/2019	10/16/2019	240491	9399 GOVERNMENT SERVICES-OTHER	SECRETARY OF STATE	MN	416007162	120.00	Memo	MN8OSS001813709	Not Reviewed	No
10/17/2019	10/18/2019	240491	8641 CIVIC/SOCIAL/FRATERNAL	THE CHAMBER GRAND FOR	ND		20.00	Memo	1971406726	Not Reviewed	No

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: BRIAN JOHNSON Account Number: **2647 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
10/11/2019	10/14/2019	240493	3562	COMFORT INNS	COMFORT INN PLYMOUTH	MN	411896020	\$ 189.26	Memo	651411413-GUEST	Not Reviewed	No
Name: KRIS KOVAR Account Number: **9796 Optional 1: CITY OF EGF Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
10/09/2019	10/10/2019	240499	5942	BOOK STORES	AMZN MKTP US*XT0GG5YD3	WA	911986545	21.38	Memo	111-7298783-48202	Not Reviewed	No
Name: KEITH MYKLESETH Account Number: **9721 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
09/24/2019	09/26/2019	240493	3501	HOLIDAY INNS	HOLIDAY INN EXPRESS	MN	204318385	103.75	Memo	1745688	Not Reviewed	No
Name: JEFF OLSON Account Number: **9754 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
10/09/2019	10/11/2019	240491	4900	UTILITIES-ELECTRIC , GAS ,	MINNESOTA MUNICIPAL UT WA	MN	410940881	930.00	Memo	2124558	Not Reviewed	No
Name: MAREN SWINGEN Account Number: **9812 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
10/04/2019	10/07/2019	240499	5942	BOOK STORES	AMZN MKTP US*JH1QF8I23	WA	911986545	88.05	Memo	111-2088233-46882	Not Reviewed	No
10/10/2019	10/11/2019	240499	5942	BOOK STORES	AMZN MKTP US*TL1RU9VF3	WA	911986545	16.21	Memo	113-3602062-12554	Not Reviewed	No
10/11/2019	10/14/2019	240499	5942	BOOK STORES	AMAZON.COM*M48JV73C3 AMZN	WA	911986545	32.96	Memo	113-5043383-39242	Not Reviewed	No
10/11/2019	10/14/2019	240499	5942	BOOK STORES	AMZN MKTP US*T15J95BQ3	WA	911986545	26.40	Memo	113-3602062-12554	Not Reviewed	No

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: COREY THOMPSON Account Number: **9747 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
10/03/2019	10/03/2019	240498	7399	BUSINESS SERVICES -OTHER	AMAZON WEB SERVICES	WA	204938068	\$ 3.38	Memo	261406048	Not Reviewed	No
10/15/2019	10/16/2019	240497	5969	OTHER DIRECT MARKETER	SERVERS DIRECT LLC	MN		8,974.38	Memo	N530330123	Not Reviewed	No
10/17/2019	10/18/2019	240507	5045	WHOLESALE COMPUTERS/	VITELITY	MN	411624131	40.00	Memo	71085155	Not Reviewed	No
Total Number of Records:											23	
Total												\$10,891.52

End of Report

Rebates 11/6/19

Recycle	Sauskojus	\$ 50.00
Recycle	Hayes	\$ 50.00
Recycle	Sexton	\$ 50.00
AC Tune up	Johnson	\$ 60.00
Refrigerator/Recycle	Skyberg	\$ 125.00
Dishwasher/Refrigerator	King	\$ 125.00
Refrigerator/Recycle	Manz	\$ 125.00
Freezer/Dishwasher/Recycle	Corbett	\$ 175.00
AC Tune up/ECM	Storbakken	\$ 210.00
Commercial Lighting - 2 Street Lights	EGF Family Service Center	\$ 240.00
Top Load Washer/Freezer/Recycle/Water Heater	Bondy	\$ 250.00
Weatherization- 1 Door/1 Storm Door	Bryl	\$ 500.00
Weatherization- 12 Windows	DeMers	\$ 500.00
Weatherization- 6 Windows/1 Door	Peterson	\$ 500.00
Weatherization- 2 Windows - 2 Properties (Duplex)	Noyes	\$ 1,000.00
	Total:	\$ 3,960.00

Request for W&L Commission Action

Date: October 28, 2019

To: East Grand Forks Water & Light Commissioners; Keith Myklese, General Manager

From: Todd Forster, WSN

RE: Change Order No. 1 to Fusion Automation's 2019 Miscellaneous Electrical Distribution Construction contract

Background:

Changes are required to the existing construction contract to extend the substantial completion deadline from November 29, 2019 to November 27, 2020 and the readiness for final payment deadline from December 27, 2019 to December 23, 2020 (as stated in Specification Section 00500 Article 4.02).

Due to issues beyond Contractor's control (specifically the numerous delays associated with the approval of the BNSF and MnDOT crossing permits, obtaining of easements, and substantial rain and snow in September and October), Contractor was not able to complete all the work identified in the Contract during the June 24, 2019 to November 29, 2019 time frame stated in the Contract and thus the Contract must be extended into the 2020 construction season.

Recommendation:

Review change order material and if found to be satisfactory, approve Change Order No. 1 to the existing Fusion Automation, Inc. construction contract for the 2019 Miscellaneous Electrical Distribution Construction project.

CHANGE ORDER

No. 1

DATE OF ISSUANCE October 24, 2019 EFFECTIVE DATE November 7, 2019

OWNER: East Grand Forks Water, Light, Power and Building Commission

CONTRACTOR: Fusion Automation, Inc.

Contract: _____

Project: 2019 Miscellaneous Electrical Distribution Construction

OWNER's Contract No.: _____ ENGINEER's Contract No.: 0707G0038

ENGINEER: Widseth Smith Nolting

You are directed to make the following changes in the Contract Documents:

Description:

1. Extend contract substantial completion date from November 29, 2019 to November 27, 2020 and readiness for final payment date from December 27, 2019 to December 23, 2020. Original completion dates are stated in Specification Section 00500 Article 4.02 of the contract document.

Reason for Change Order:


Item 1: Due to issues beyond Contractor's control (specifically the numerous delays associated with the approval of the BNSF and MnDOT crossing permits, obtaining of easements, and substantial rains), Contractor was not able to complete all the work identified in the Contract during the June 24, 2019 to November 29, 2019 time frame stated in the Contract and thus the Contract must be extended into the 2020 construction season.

Attachments: (List documents supporting change)

None.

CHANGE IN CONTRACT PRICE:
Original Contract Price \$ <u>169,825.56</u>
Net Increase (Decrease) from previous Change Orders No. <u>-</u> to <u>-</u> : \$ <u>0.00</u>
Contract Price prior to this Change Order: \$ <u>169,825.56</u>
Net increase (decrease) of this Change Order: \$ <u>0.00</u>
Contract Price with all approved Change Orders: \$ <u>169,825.56</u>

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: <u>November 29, 2019</u> . Ready for final payment: <u>December 27, 2019</u> . (days or dates)
Net change from previous Change Orders No. <u>-</u> to No. <u>-</u> : Substantial Completion: <u>0</u> . Ready for final payment: <u>0</u> . (days or dates)
Contract Times prior to this Change Order: Substantial Completion: <u>November 29, 2019</u> . Ready for final payment: <u>December 27, 2019</u> . (days or dates)
Net increase (decrease) this Change Order: Substantial Completion: <u>364</u> . Ready for final payment: <u>362</u> . (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>November 27, 2020</u> . Ready for final payment: <u>December 23, 2020</u> . (days or dates)

RECOMMENDED:
By: 
ENGINEER
Widseth Smith Nolting

Date: 10/24/19

APPROVED:
By: _____
OWNER
EGF WLP&B Commission

Date: _____

ACCEPTED:
By: 
CONTRACTOR
Fusion Automation, Inc.

Date: 10/24/19

EJCDC 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.