



**North Dakota Parks and Recreation Department  
Recreation Division – 701-328-5357 – parkrec@nd.gov**

**Recreational Trails Program(RTP) Grant Application**

Recreational Trail Program (RTP) grants are available to the State of North Dakota, political subdivisions, and nonprofit organizations in order to assist in the development, maintenance, or rehabilitation of recreational trails. The RTP is an assistance program of the U.S. Department of Transportation's Federal Highway Administration (FHWA). The program is administered by the Recreation Division of the North Dakota Parks and Recreation Department (NDPRD).

Project proposals must be approved at the state and federal levels. A Recreational Trails Program Advisory Committee (RTPAC) made up of private, state, and federal individuals evaluates and ranks the projects. Projects selected at the state level are submitted to the FHWA for final review and approval.

RTP grants reimburse up to 80 percent of the cost for development, maintenance, or rehabilitation of recreational trails. Engineering fees exceeding more than 20% of total project cost are not eligible for reimbursement. Project sponsors cannot be reimbursed for funds that are incurred before an application is approved and a local grant agreement is signed.

The application cycle is open from December 1, 2014 to January 30, 2015 at 1:00 P.M. CST.

Date:

**CONTACT INFORMATION**

Project Sponsor:

(Must be political subdivision)

Project Name:

**Primary Contact**

Name:	<input type="text" value="Randy Bina"/>
Title:	<input type="text" value="Executive Director"/>
Address:	<input type="text" value="400 East Front Avenue"/>
City, State, Zip:	<input type="text" value="Bismarck, ND 58504"/>
E-Mail:	<input type="text" value="rbina@bisparks.org"/>
Phone:	<input type="text" value="701-222-6455"/>
County:	<input type="text" value="Burleigh"/>

**Alternate Contact**

Name:	<input type="text" value="Greg Smith"/>
Title:	<input type="text" value="Operations Director"/>
Address:	<input type="text" value="400 East Front Avenue"/>
City, State, Zip:	<input type="text" value="Bismarck, ND 58504"/>
E-Mail:	<input type="text" value="gsmith@bisparks.org"/>
Phone:	<input type="text" value="701-222-6464"/>
County:	<input type="text" value="Burleigh"/>

**REIMBURSEMENT CONTACT INFORMATION**

Name and address for where reimbursement payments should be sent to.  
If same as Primary/Alternate Contact, please state "Same as Primary or Alternate Contact"

Same as Primary or Alternate  If not, please fill out below.

**Reimbursement Contact**

Name:

Title:

Address:

City, State, Zip:

E-Mail:

Phone:

County:

Estimated Start Date:  Estimated Completion Date:   
(Grant recipients have 18 months to complete projects)

\*All RTP projects must meet accessibility guidelines in compliance with the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973 and the Architectural Barriers Act. For more information refer to the U.S. Access Board at www.access-board.gov. Look for the Reg Neg Committee 1999 Report: Accessibility Guidelines for Outdoor Developed Areas.

Does the proposed project meet requirements of the American with Disabilities Act and Architectural Barriers Act?

Briefly Explain.

The proposed shared use path will be designed to meet the 2012 AASHTO Guide for the Development of Shared Use Paths.

**PROJECT LOCATION**

Property Name:

Physical Address:

County:

Legal Description:

Township:  Range:  Section:

Latitude (in decimal degrees): example: 46.785690

Longitude (in decimal degrees): example: -100.622172

Please use **Google Maps** to find your latitude and longitude.

**PROJECT INFORMATION**

1. Based on the State Comprehensive Outdoor Recreation Plan (SCORP), please identify the following:

["http://www.parkrec.nd.gov/information/department/attachments/scorp-2013-2017.pdf"](http://www.parkrec.nd.gov/information/department/attachments/scorp-2013-2017.pdf)

Region

Primary:  Secondary:  Tertiary:

2. Is the scope of the project:

- Construction of New Recreation Trails \*Number of miles
- Restoration of Existing Trails \*Number of miles
- Trail Extension \*Number of miles
- Purchase and Lease of Recreational Trail Construction and Maintenance Equipment
- Development and Rehabilitation Trailhead Facilities and Trail Linkages
- Land Acquisition/Easements
- Trail Accessibility Assessment

\*Based on the above checked box, the total mileage of your trail is now:

3. Check all uses the project impacts:

- Walking/Hiking  Cross-Country Skiing  ATV Riding
- Bicycling  In-Line Skating  Off-Road Motorcycling
- Horseback Riding  Snowmobiling  Other

4. Classification of Land:

- State
- Federal
- Local
- Private

Who holds the title to the project land?

5. Does any of the project fall within a federal highway right-of-way?  Yes  No

["http://www.parkrec.nd.gov/recreation/grants/rtp/rtpprojectselection.html"](http://www.parkrec.nd.gov/recreation/grants/rtp/rtpprojectselection.html), click on North Dakota National Highway System Map.

6. Does your project take place within the jurisdiction of one of the three Metropolitan Planning Organizations (MPO): Bismarck-Mandan, Fargo, or Grand Forks? If yes, which one?

- Bismarck-Mandan
- Fargo
- Grand Forks
- No, this project is not within an MPO

Has your project received approval from the MPO? Yes  No

**BUDGET INFORMATION**

Total project cost: \$226,500.00

Total grant amount requested: \$181,200.00

Would partial funding affect the completion of the grant? Yes  No

If yes, briefly explain.

**BUDGET INFORMATION WORKSHEET**

<b>Total Project Cost</b>	<b>\$226,568.83</b>	
<b>Total Grant Amount Requested</b>	<b>\$181,255.06</b>	
<b>Cost Category</b>	<b>Amount</b>	
Land, structures, rights-of-ways, etc.		
Relocation expenses and payments		
Architectural and engineering fees	\$45,000.00	
Demolition and removal		
Construction	\$165,062.57	
Equipment		
Materials		
Miscellaneous		
10% Contingency	\$16,506.26	
<b>TOTAL</b>	<b>\$226,568.83</b>	
<b>Matching Funds</b>		
<b>Source</b>	<b>Amount</b>	<b>Description</b>
Cash Match	\$45,313.77	
Documentation of Donated Equipment Value, SFN 59169		
Documentation of Donated Labor, SFN 59170		
Documentation of Force Account Labor, SFN 59171		
Documentation of Donated Material, SFN 59172		
<b>TOTAL MATCHING FUNDS</b>	<b>\$45,313.77</b>	

**Requirement:**

Each application must address each of the following requirements in the order they appear below:

1. A project description sufficient to understand the project. Indicate prominently whether this is primarily construction of new recreation trails; restoration of existing trails; development and rehabilitation of trailside and trailhead facilities and trail linkages; purchase and lease of recreational trail construction and maintenance equipment; land acquisition/ easements; or trail accessibility assessment. Please explain if the application is for one or more phases of a multi-phase project.

The project consists of the construction of a new 10 foot wide, 2 ¼ inch thick asphalt shared use path (see Attachment D) from Hitchcock Drive to Northrop Drive in northeast Bismarck (see Attachments A&B). Application is for the second segment of a master planned trail extension to the Bismarck Parks and District's trail system. The master planned trail will connect the Sunrise Elementary School to Century Avenue in the future. Along the way, the trail will weave through the surrounding residential development providing residents with an alternative route through the development. In the future Century Avenue will be extended east with a similar five lane profile. Once that is completed the Sunrise Trail can be connected to the shared use path along Century Avenue to connect in with the rest of BPRDs extensive trail system. The current application is for the second segment which starts at Hitchcock Drive and ends at Northrop Drive, 0.22 miles to the south. The trail will be constructed in an existing greenway owned by BPRD within the residential development.

2. Clearly defined goals for the project (with a delineation of which user groups would benefit from the project).

This projects primarily goal is to provide users with an alternative path for exercise within the neighborhood. This segment combined with segment 1 ( application to NDDOT TAP Grant for 2016 construction) to the north will also provide a direct route for students to the Sunrise Elementary School. To the east of this segment (segment 2) will be a future segment (segment 3) to the east of Northrop Drive, Bismarck Parks and Recreation District has identified this area for a neighborhood park, the connection to this park through the construction of segment 2 will provide a direct route for the surrounding area.

3. Costs associated with the project (with estimates of the following components: material/service purchases including hardware, paint, lumber, sand/gravel concrete, landscape materials, signs, design/engineering services, contractor services, equipment rates, equipment costs, and land lease payments). Please reference budget information worksheet, as necessary.

The project costs directly associated to this project will primarily consist of construction materials necessary to construct a Shared Use Path as can be see in Attachment C.

4. Evidence of local/area support (council resolutions, minutes of public meetings, letters of support, etc.). Evidence of MPO support must be included if applicable.

This project has been specifically supported by the Bismarck Parks and Recreation District, City of Bismarck Board of Commissioners and the Bismarck-Mandan MPO, resulting in this request for federal funding assistance. The Bismarck-Mandan Metropolitan Planning Organization Long Range Transportation Plan does include trail connections as a priority and promotes the system for people to use for recreational and transportation purposes. Tourism is also part of it as our trails are seen as destination centers for trail users. We have people coming to Bismarck to use our trails. The Bismarck Marathon recently attracted participants from over 30 States. In a Bismarck Parks and Recreation District February 2009 community survey they found that Walking and hiking were rated the #1 recreation activity and bicycling was rated #3. Having affordable public parks, programs and facilities in Bismarck was rated as either very important or extremely important by 85% of survey participants. The Bismarck trails are available at no charge to users.

The 2013-2017 State of North Dakota State Comprehensive Outdoor Recreation Plan – Recreational Trail Needs identifies that Region 7, which includes Burleigh County, the number one priority is the construction of trails.

5. Availability/access to 20% match for eligible elements of the project proposal. Matching funds must not be from other federal sources such as Transportation Enhancement (TE) or Transportation Alternatives Program (TAP) through the Department of Transportation. A resolution from the sponsor of the project regarding the availability of funds will be required prior to any award of a grant.

Bismarck Parks and Recreation will provide the required matching funds.

6. Evidence of applicant capability to carry out project. For development projects, applicant capability to operate, maintain, and protect trail and facilities when completed).

Bismarck Parks and Recreation District has completed and regularly maintains over 50 miles of trails in Bismarck.

## Evaluation Criterion:

All applications must address the following criteria in the order that they appear.

1. **Site and project quality:** consideration of the needs of the intended trail user group(s); aesthetic quality of the trail location; appropriateness of the trail for the intended or existing uses; clarity, detail, and quality of project plan/design; quality of existing development (if any) on site or in corridor; attention to safety, accessibility and health considerations.

### Aesthetic quality of the trail location:

The trail is planned for construction within a reserved green space within an existing development, The alignment will meander through the green space along side an existing drainage way.

### Appropriateness of the trail for the intended or existing uses:

Currently the surrounding neighborhoods do not have a developed Park space. The long narrow corridor provided by the developer allows for one developed park use such as a shared use path. This project will provide a defined use for the drainage way other than a undeveloped green space behind residential property and clearly define the Park property.

### Quality of existing development:

Currently the property is undeveloped and has a drainage way running the length of it. The proposed improvements will provide a route for residents to use and enjoy the open space within the community.

2. **Public need for and benefit of project:** safety concerns, urgency of action, potential to lose the opportunity, number of people who would benefit from the project when compared to cost. Why should this project be funded? How many people could be expected to use the trail over the course of the year as a result of funding the project?

The project would provide an extension of the BPRD trails system to an area of Bismarck which currently does not have direct access to the existing trail system. It is anticipated that the construction of this trail extension would receive approximately 2,500 individual users annually.

3. **Attention to the potential environmental impact of the project and efforts to mitigate adverse effects:** Possible areas of consideration include but are not limited to: noise, odors, dust, surface erosion, fish and wildlife populations, damage to wetlands, or other ecologically sensitive natural resources or historical/archeological remains. All applications are subject to review by the State Historical Society. If sponsor has a recent cultural review letter or document, please include with the application attachments.

This proposed trail will be built on property owned by Bismarck Parks and Recreation District that is surrounded by developed, single-family residential property. As such, the potential for dust and noise concerns is an issue that will be addressed with the contractor during construction. The contractor will be required to follow best management practices during construction to limit such issues. The shared use path will be constructed along a known wetland. All work is intended to remain well up slope and away from the wetland area.

#### 4. Impact on adjoining landowners in the vicinity of the project:

Identify adverse impacts that might be realized as a result of completing the project, and how the project design attempts to mitigate adverse impacts. How might the project improve conditions for adjacent landowners?

The trail connections will positively impact the local residents within the vicinity of the project by improving trail access and safety near their homes.

#### **ATTACHMENTS**

- \* A legible copy of the Warranty Deed (project sponsor must have clear title to the project lands through Warranty Deed).
- \* Project location map. NOTE: Map should be an aerial view that allows project site and its location to be easily identified. Include street names, entrance site, marked trail and mile markers (use Google Maps).
- \* Site Development Plans.
- \* Written assurances/leases that confirm the project will be open for public use.
- \* If applicable, recent past cultural review letters or documents.

## **Certifications Regarding Debarment, Suspension and Other Responsibility Matters, Drug-Free Workplace Requirements and Lobbying**

Persons submitting this form should refer to the regulations referenced below for complete instructions:

Certification Regarding Debarment, Suspension, and Other Responsibility Matters – Primary Covered Transactions – The prospective primary participant further agrees by submitting this proposal that it will include the clause titles, “Certification Regarding Debarment, Suspension, Ineligibility and voluntary Exclusion – Lower Tier Covered Transaction,” provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. See below for language to be used; use this form for certification and sign; Certification Regarding Drug- Free Workplace Requirements-Alternate I. (Grantees Other Than Individuals) and Alternate II. (Grantees Who are Individuals) – (See Appendix C of Subpart D of 43 CFR Part 12)

Checking the boxes on this form and submitting it provides for compliance with certification requirements under 43 CFR Parts 12 and 18. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the funding agency determines to award the covered transaction, grant, cooperative agreement or loan.

### **PART A: Certification Regarding Debarment, Suspension, and Other Responsibility Matters – Primary Covered Transactions**

CHECK IF THIS CERTIFICATION IS FOR A PRIMARY COVERED TRANSACTION AND IS APPLICABLE.

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
  1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  4. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

### **Part B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions**

CHECK IF THIS CERTIFICATION IS FOR A LOWER TIER COVERED TRANSACTION AND IS APPLICABLE.

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**Part C: Certification Regarding Drug-Free Workplace Requirements**

CHECK IF THIS CERTIFICATION IS FOR AN APPLICANT WHO IS NOT AN INDIVIDUAL

Alternate I. (Grantees Other Than Individuals)

1. The grantee certifies that it will or continue to provide a drug-free workplace by:
  1. (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee’s workplace and specifying the actions that will be taken against employees for violation of such prohibition;
  2. (b) Establishing an ongoing drug-free awareness program to inform employees about-
    1. The dangers of drug abuse in the workplace;
    2. The grantee’s policy of maintaining a drug-free workplace;
    3. Any available drug counseling, rehabilitation, and employee assistance programs; and
    4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
  3. (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
  4. (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will –
    1. Abide by the terms of the statement; and
    2. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
  5. (e) Notifying the agency in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification numbers (s) of each affected grant;
  6. (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—
    1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
    2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
  7. (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a),(b),(c),(d),(e) and (f).
2. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code)

Address Line 1:	<input style="width: 400px; height: 20px;" type="text"/>
Address Line 2:	<input style="width: 400px; height: 20px;" type="text"/>
City:	<input style="width: 400px; height: 20px;" type="text"/>
State:	<input style="width: 400px; height: 20px;" type="text"/>
Zip:	<input style="width: 400px; height: 20px;" type="text"/>

Check if there are workplaces on file that are not identified here

## Part D: Certification Regarding Drug-Free Workplace Requirements

CHECK IF THIS CERTIFICATION IS FOR AN APPLICANT WHO IS AN INDIVIDUAL

### Alternate II. (Grantees Who Are Individuals)

1. The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;
2. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to the grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number (s) of each affected grant.

## Part E: Certification Regarding Lobbying

### Certification for Contracts, Grants, Loans, and Cooperative

CHECK IF CERTIFICATION IS FOR THE AWARD OF ANY OF THE FOLLOWING AND THE AMOUNT EXCEEDS \$100,000: A FEDERAL GRANT OR COOPERATIVE AGREEMENT; SUBCONTRACT, OR SUBGRANT UNDER THE GRANT OR COOPERATIVE AGREEMENT.

CHECK IF CERTIFICATION IS FOR THE AWARD OF A FEDERAL LOAN EXCEEDING THE AMOUNT OF \$150,000, OR A SUBGRANT OR SUBCONTRACT EXCEEDING \$100,000, UNDER THE LOAN

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**As the authorized certifying official, I hereby certify that the above specified certifications are true and that all information in this application is accurate to the best of my knowledge:**

For information of how to digitally sign this document, click on this link: ["http://kb.its.psu.edu/node/2127"](http://kb.its.psu.edu/node/2127)

**Randy Bina**  
Digitally signed by Randy Bina  
DN: cn=Randy Bina, o=Bismarck Parks and Recreation District, ou=Bismarck Parks and Recreation District, email=rbina@bisparks.org, c=US  
Date: 2014.12.17 13:36:01 -0600

**Responsible Official's Signature**

**Bismarck Parks and Recreation District**

**Political Subdivision (Project Sponsor)**

**Executive Director**

**Responsible Official's Title**

**12/17/2014**

**Date**

**Please submit one electronic copy by 1:00 P.M. CST on January 30, 2015 to:**

**Electronic Copy:**

**If you have any questions, please contact Kevin Stankiewicz at 701-328-5364 or [kstankiewicz@nd.gov](mailto:kstankiewicz@nd.gov)**

**ATTACHMENTS**

- \* A legible copy of the Warranty Deed (project sponsor must have clear title to the project lands through Warranty Deed).
- \* Project location map. NOTE: Map should be an aerial view that allows project site and its location to be easily identified. Include street names, entrance site, marked trail and mile markers (use Google Maps).
- \* Site Development Plans.
- \* Written assurances/leases that confirm the project will be open for public use.
- \* If applicable, recent past cultural review letters or documents.

## Appendix

Attachment A – Trail Master Plan Map

Attachment B – RTP Grant Segment Map

Attachment C – Preliminary Opinion of Probable Cost

Attachment D – Typical Trail Section

Copy of meeting minutes from the Board of Park Commissioners

Memorandum of support from the Board of City Commissioners

Cover letter from the Bismarck Mandan MPO

# Attachment A Master Plan

# Sunrise Shared Use Path

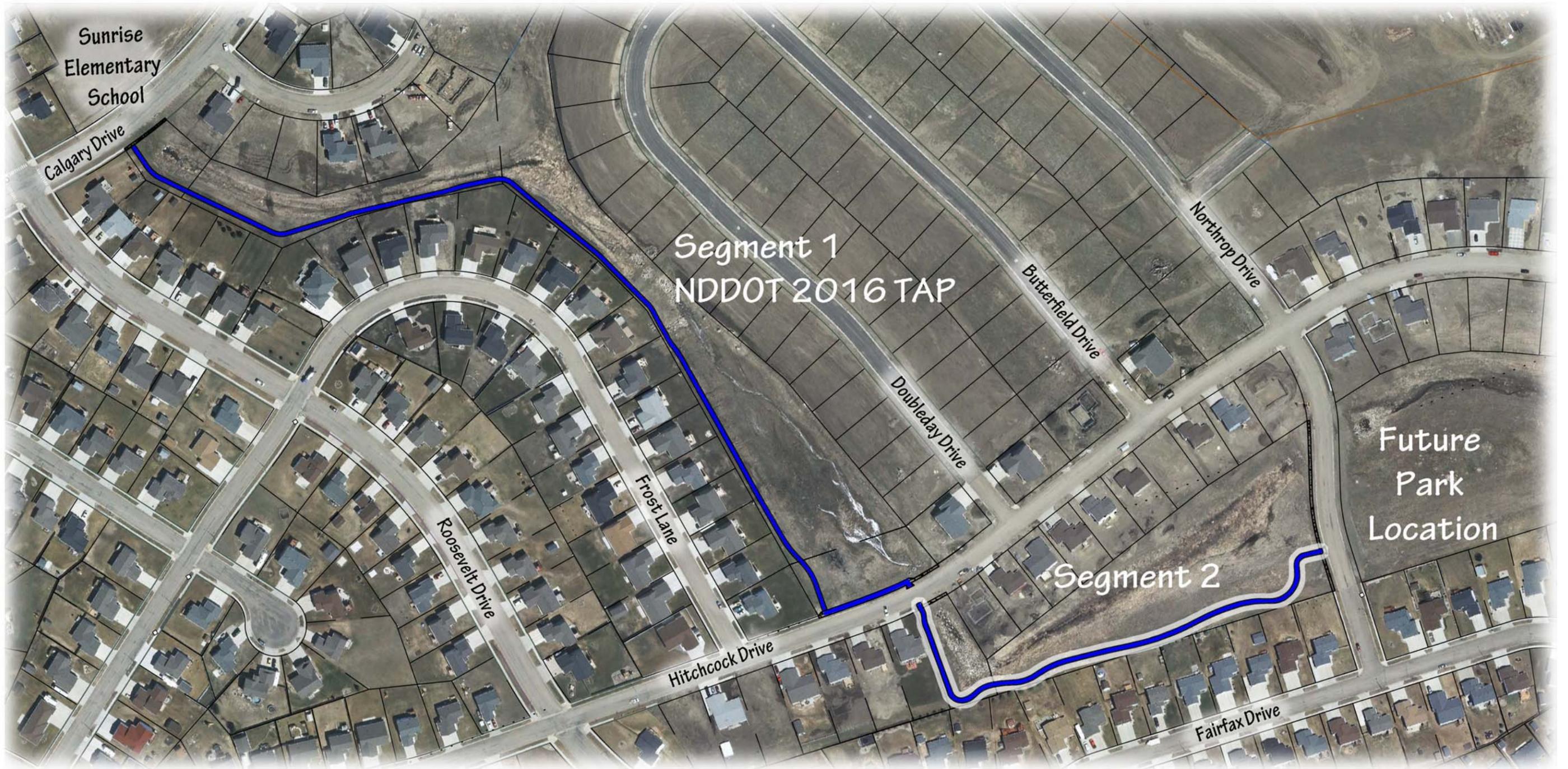
Bismarck Parks and Recreation District  
Bismarck, North Dakota



# Attachment B

## Segment 2 - ND Parks & Recreation RTP Grant Application

**Sunrise Shared Use Path**  
Bismarck Parks and Recreation District  
Bismarck, North Dakota



SCALE 100 0 100 200 FEET



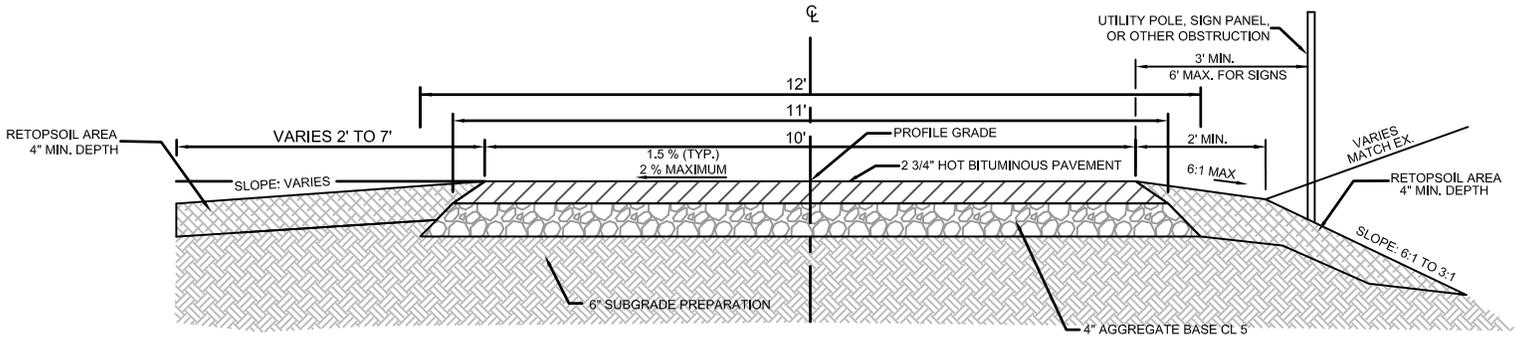
© KLJ 2014

**Attachment C**  
**Sunrise Shared Use Path - Segment 2**  
**Hitchcock to Northrop - Estimated Total Trail Length = 1,200 LF (0.22 miles)**  
**Preliminary Opinion of Probable Cost**  
**11/14/2013**

ITEM	DESCRIPTION	UNIT	Quantities	UNIT PRICE	Total Cost
1	Contract Bond	LS	1	\$ 2,500.00	\$ 2,500.00
2	Mobilization	LS	1	\$ 15,500.00	\$ 15,500.00
3	Topsoil	CY	767	\$ 12.00	\$ 9,200.00
4	Clearing and Grubbing	LS	1	\$ 5,000.00	\$ 5,000.00
5	Common Excavation	CY	1,533	\$ 12.00	\$ 18,400.00
6	Borrow Ecavation	CY	1,500	\$ 18.00	\$ 27,000.00
7	Subgrade Preparation	STA	12	\$ 800.00	\$ 9,600.00
8	Aggregate Base Course Cl 5	TON	371	\$ 31.00	\$ 11,497.13
9	Remove Curb And Gutter	LF	14	\$ 30.00	\$ 420.00
10	SS1H or CSS1H or MS1 Emulsified Asphalt	GAL	61	\$ 3.00	\$ 183.33
11	Hot Bituminous Pavement CL 27	TON	296	\$ 80.00	\$ 23,662.22
12	PG-58-28 Asphalt Cement	TON	22	\$ 650.00	\$ 14,419.17
13	Sidewalk Concrete (4IN)	SY	229	\$ 60.00	\$ 13,733.33
14	Detectable Warning Panels	SF	2	\$ 40.00	\$ 88.89
15	Pavement Marking Painted 24IN Line	LF	65	\$ 9.00	\$ 585.00
16	Traffic Control Signs	EA	25	\$ 3.50	\$ 87.50
17	Type I Barricades	EA	2	\$ 150.00	\$ 300.00
18	Fiber Rolls	LF	800	\$ 4.00	\$ 3,200.00
19	Erosion Control Blanket	SY	500	\$ 4.00	\$ 2,000.00
20	Seeding - Hydro Mulch	ACRE	1.83	\$ 4,200.00	\$ 7,686.00
<b>TOTAL ESTIMATED CONSTRUCTION COST =</b>					<b>\$ 165,062.57</b>
<b>CONTINGENCY (10%) =</b>					<b>\$ 16,506.26</b>
<b>ESTIMATED ENGINEERING DESIGN AND CONSTRUCTION ADMINISTRATION FEES =</b>					<b>\$ 45,000.00</b>
<b>TOTAL ESTIMATED CONSTRUCTION COST =</b>					<b>\$ 226,568.83</b>

In providing estimates of probable construction cost, the Client understands that the Consultant has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing and that the Consultant's estimates of probable construction costs are made on the basis of the Consultant's professional judgment and experience. The Consultant makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the Consultant's estimate of probable construction cost. The Client assumes all liability if using this Probable Construction Cost for determining project feasibility or securing project funding/financing.

# Attachment D



TYPICAL TRAIL SECTION

MINUTES OF THE BOARD OF PARK COMMISSIONERS  
November 20, 2014

The Board of Park Commissioners held their regular meeting on November 20, 2014 in the Tom Baker meeting room of the City/County Building. President Jeske called the meeting to order at 5:15 pm. Commissioners Schwartz, Beattie, Starck, Munson and Jeske were present.

Commissioner Munson moved approval of the agenda with one change – the removal of item 4, an update on the Venues Task Force Study. Commissioner Schwartz seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Starck, Munson and President Jeske. The nays being none, the motion carried.

Ben Sand, ND Workforce Safety and Insurance Safety Consultant, appeared before the Board as part of the Featured Partners and Programs.

Greg Meidinger from Diversity Home, appeared before the Board to review the future Reuter's Addition and expressed the developer's desire to move forward with the development agreement for a park area to be included in the addition. This would be in accordance with the city of Bismarck's Neighborhood Parks and Open Space policy.

Dave Patience from Swenson Hagen also appeared before the board asking for a waiver to the Neighborhood Parks and Open Space policy for the Sattler Sunrise 10<sup>th</sup> Addition.

Commissioner Munson moved approval for the Park District to proceed with formulating a park development agreement for the Reuter's Addition. Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Starck, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Schwartz moved to deny the request for a waiver of the Neighborhood Parks and Open Space policy for the Sattler Sunrise 10<sup>th</sup> Addition. Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Starck, Munson and President Jeske. The nays being none, the motion carried.

President Jeske reviewed the following items on the consent agenda:

- Approval of October 9, 2014 Board meeting minutes.
- Request permission to dispose of lockers that have been replaced at Capital Racquet and Fitness Center.
- Request to call for the following bid requests:
  - Concessions Operations for Riverwood Golf Course, VFW Sports Center/Tom O'Leary Golf Course, and the Softball/Soccer Complexes/World War Memorial Building
  - 2015 Activity Schedule
  - 2015 maintenance equipment
  - 2015 fertilizer needs
- Consideration and approval of agreements at the Francis Leach High Prairie Arts and Science Complex:

- Theo Art School
- Central Dakota Children's Choir
- Gateway to Science
- Authorization to submit the following Transportation Alternative Program (TAP) and Recreation Trail Program (RTP) grant applications for shared use path trail projects in 2016:
  - TAP grants for Sertoma Park trail overlay from north end of the park to the Expressway Trail in the south part of the park and development of a trail from Calgary to Hitchcock in Northeast Bismarck.
  - RTP grant for Hitchcock to Northrup in northeast Bismarck.

Commissioner Schwartz moved approval of the consent agenda as presented. Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Starck, Munson and President Jeske. The nays being none, the motion carried.

The following firms submitted proposals to the Park District in response to request for architectural, engineering and planning services beginning after Board approval through December 31, 2016.

**Engineers**

Swenson, Hagen & Co.  
 Apex Engineering Group  
 Obermiller Nelson Engineering  
 Houston Engineering, Inc.  
 CWSTRUCTURAL  
 Ulteig  
 Prairie Engineering  
 Langan  
 KLJ  
 Civil Science

**Landscape Architects**

HKGi

**Architects and Engineers**

EAPC  
 J2Studio Architecture + Design, PC  
 Bartlett and West  
 WSB & Associates, Inc.  
 SRF Consulting Group, Inc.

**Architects**

Ritterbush-Ellig-Hulsing  
 JLG Architects  
 Meyer Group Architecture  
 Architectural Concepts, Inc. (ACI)  
 Ubl Design Group

Commissioner Beattie moved to approve the list as presented. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Starck, Munson and President Jeske. The nays being none, the motion carried.

The Operations Division requested authorization to purchase two pickups utilizing the State of North Dakota's Procurement Office state bid procedure. Commissioner Munson moved approval of the request. Commissioner Starck seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Starck, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Beattie moved to approve bills for payment with checks 180738 to 181074 and 362200 to 363270. Commissioner Schwartz seconded the motion and the voting went as

follows: Ayes: Commissioners Schwartz, Beattie, Starck, Munson and President Jeske. The nays being none, the motion carried.

On November 18, 2014 from 11:30 am – 1:00 pm at the Municipal Country Club there will be a full-time and full-time seasonal employee appreciation luncheon which commissioners have been invited to attend.

Commissioners have also been invited to attend the upcoming meeting of the Bismarck/Burleigh public governing entities on November 18, 2014 at 5:15 pm in the Tom Baker Meeting Room.

The next regular Board meeting is scheduled for Thursday, December 18, 2014 at 5:15 pm at the Tom Baker Meeting Room.

The meeting was adjourned at 5:50 pm.

DRAFT

## MEMORANDUM

TO: Mel Bullinger, City Engineer

FROM: Keith J. Hunke, Assistant City Administrator 

DATE: November 28, 2014

SUBJECT: Grant Applications with Bismarck Parks and Recreation

The Board of City Commissioners met on Tuesday, November 25, 2014 and considered a request from the Engineering Department to approve the grant applications with Bismarck Parks and Recreation for 2015 TAP Applications and the 2015 RTP Application. They are as follows:

Bismarck Parks & Recreation District 2015 TAP Applications:

- Sertoma Park Trail Rehabilitation: North End of Park to Expressway Trail
- Sunrise Shared Use Path Construction: Calgary Avenue to Hitchcock Drive

Bismarck Parks & Recreation District 2015 RTP Application:

- Sunrise Shared Use Path Construction – Hitchcock Drive to Northrop Drive

The Board considered and approved the request.

KJH/mjs

Cc: Randy Bina, Executive Director of Bismarck Parks & Recreation District  
David Mayer, Landscape Architect, Kadrmass, Lee & Jackson  
Nikki Boehler, Grants Coordinator

# Bismarck-Mandan



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## METROPOLITAN PLANNING ORGANIZATION

P.O. Box 5503 • 221 North 5th Street  
Bismarck, North Dakota 58506  
Telephone 701 355 1840  
TDD Dial 711  
Fax 701 222 6450  
Email [cobplan@bismarcknd.gov](mailto:cobplan@bismarcknd.gov)  
Web [www.bismarcknd.gov/MPO](http://www.bismarcknd.gov/MPO)

January 21, 2015

Mr. Randy Bina  
Bismarck Parks and Recreation District  
400 East Front Ave  
Bismarck, ND 58504

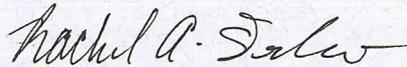
Dear Mr. Bina,

On January 20, 2015, the Bismarck-Mandan MPO Policy Board approved the Recreation and Trails Program (RTP) application for construction of a shared use path from Hitchcock Drive to Northrop Drive. The proposed application is consistent with the current Bismarck-Mandan MPO's 2010-2035 Long Range Transportation Plan (LRTP) and the draft 2015-2040 Long Range Transportation Plan, which is expected to be adopted soon.

A copy of the minutes may be secured upon request.

Please contact me if you have any additional questions or comments regarding the approval.

Sincerely,



Rachel Drewlow  
Transportation Planner

Cc: Wendy Berg, Bismarck Parks and Recreation District  
Stacey Hanson, NDDOT Local Government Division  
Michael Johnson, NDDOT Local Government Division  
David Meyer, KLJ

WARRANTY DEED

THIS INDENTURE. Made this 16<sup>th</sup> day of July, 2014.  
between Sattler Family Limited Liability Limited Partnership, also known as Sattler Family  
LLLP, grantor, and Bismarck Parks and Recreation District, grantee, whose post office address is  
407 East Front Avenue, Bismarck, ND 58504

WITNESSETH, for and in consideration of the sum of Ten Dollars (\$10.00) and other good  
and valuable consideration, grantor does hereby GRANT to the grantee, all of the following real  
property lying and being in the County of Burleigh, State of North Dakota, and described as  
follows, to-wit:



→ LOT 10, BLOCK 1, SATTLER'S SUNRISE SIXTH ADDITION TO THE CITY  
OF BISMARCK, BURLEIGH COUNTY, NORTH DAKOTA. 1363-001-050

LOT 25, BLOCK 7, SATTLER'S SUNRISE SIXTH ADDITION TO THE CITY  
OF BISMARCK, BUTRLEIGH COUNTY, NORTH DAKOTA. 1363-007-150



→ LOT 8, BLOCK 1, SATTLER'S SUNRISE EIGHTH ADDITION TO THE CITY  
OF BISMARCK, BURLEIGH COUNTY, NORTH DAKOTA. 1365-001-035

LOT 19, BLOCK 2, SATTLER'S SUNRISE EIGHTH ADDITION TO THE CITY  
OF BISMARCK, BURLEIGH COUNTY, NORTH DAKOTA. 1365-002-095

LOT 25, BLOCK 1, SATTLER'S SUNRISE NINTH ADDITION TO THE CITY  
OF BISMARCK, BURLEIGH COUNTY, NORTH DAKOTA. 1366 001-120

Subject to easements, rights-of-way, restrictive covenants, and mineral  
conveyances and reservations of record.

The legal description was prepared by Bismarck Title Company, 207 S. Washington St.,  
Bismarck, ND 58504 or obtained from a previously recorded instrument.

I certify that the requirement for a report or statement of full consideration paid does not apply  
because this deed is for one of the transactions exempted by subdivision e of Section 7 of NDCC  
11-18-02.2.

Randy Bina

Grantee or Agent

And the grantor for itself, its successors and assigns, does covenant with the grantee that it is well seized in fee of the land and premises aforesaid and has good right to sell and convey the same in manner and form aforesaid; that the same are free from all incumbrance, except installments of special assessments or assessments for special improvements which have not been certified to the County Auditor for collection, and the above granted lands and premises in the quiet and peaceable possession of the grantee, against all persons lawfully claiming or to claim the whole or any part thereof, the said grantor will warrant and defend.

IN TESTIMONY WHEREOF, the grantor has caused these presents to be executed in its partnership name by its General Partners.

Taxes and special assessments paid, all liens created under section 57-02-08.3 satisfied, if any, and TRANSFER accepted this 17 day of July, 2014  
By Robin Shroy  
Burleigh County Auditor  
Deputy, Burleigh County Auditor

Sattler Family Limited Liability Limited Partnership, also known as Sattler Family LLLP

[Signature]

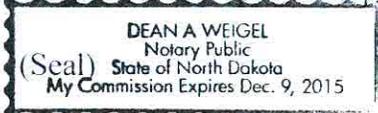
By: Robbie S. Sattler  
Its: General Partner

[Signature]

By: Susan R. Sattler  
Its: General Partner

STATE OF NORTH DAKOTA )  
 )SS  
COUNTY OF BURLEIGH )

On this 16<sup>th</sup> day of July, 2014, before me, personally appeared Robbie S. Sattler and Susan R. Sattler, known to me to be the General Partners of the partnership that is described in, and that executed the foregoing instrument, and acknowledged that such partnership executed the same.



Dean A. Weigel  
Notary Public