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Letter of Transmittal

TO: Karlene Fine,
North Dakota Outdoor Heritage
Fund

DATE: 11-2-2015
JOB NUMBER: 15.01110
ATTENTION: Karlene Fine
RE: ND OHF Grant Application, City of Wilton Pond Dredging

WE ARE SENDING YOU: Attached

Shop drawings

Specifications

Other: Grant Application

Under separate cover via the following items:

Prints

Copy of letter

Plans

Change order

Samples

COPIES	DATE	NUMBER	DESCRIPTION
1	11/2/15	1	Grant Application
1	11/2/15	1	Engineers Estimate (Attachment)
1	11/2/15	1	Plan for dredging project (Attachment)

THESE ARE TRANSMITTED AS CHECKED BELOW:

For approval

For your use

As requested

For review & comment

FOR BIDS DUE:

Approved as submitted

Approved as noted

Returned for corrections

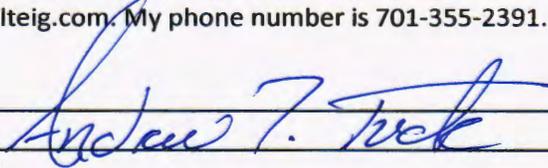
Re-Submit copies for approval

Submit copies for distribution

Return corrected prints

PRINTS RETURNED AFTER LOAN TO US

REMARKS: Thank you for the opportunity to apply for the North Dakota Outdoor Heritage Fund. If you need any supplemental information, please let me know. My email is aj.tuck@ulteig.com. My phone number is 701-355-2391.

COPY TO: N/A **SIGNED:** AJ Tuck 

Outdoor Heritage Fund Grant Application



Name of Organization * City of Wilton
Federal Tax ID# * 45-6002188
Contact Person/Title * LeeAnn Domonoske-Kellar, Mayor
Address * 121 Dakota Ave.
City * Wilton
State * North Dakota
Zip Code * 58579
E-mail Address * wiltonnd@bektel.com
Web Site Address www.wiltonnd.org
Phone * 701-734-6707
Fax # (if available)

MAJOR Directive:

Choose only one response

- Directive A.** Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;
- Directive B.** Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;
- Directive C.** Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and
- Directive D.** Conserving natural areas and creating other areas for recreation through the establishment and development of parks and other recreation areas.

Additional Directives:

Choose all that apply

- Directive A.** Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

X **Directive B.** Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;

X **Directive C.** Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and

O **Directive D.** Conserving natural areas and creating other areas for recreation through the establishment and development of parks and other recreation areas.

Type of organization:

- O State Agency
- x Political Subdivision
- O Tribal Entity
- O Tax-exempt, nonprofit corporation.

Project Name: Wilton City Pond Dredging

Abstract/Executive Summary

The Wilton City Pond is an attractive area for residents and tourists to visit in Wilton. The park itself offers walking trails, wildlife viewing, fishing and ice skating in the winter. The pond itself was intended to be roughly 8 feet in depth. Over the last several years, the pond has filled in with silt and debris from throughout the city. Algae and weeds have been an issue, but the City purchased aerators and chemicals through Prairie View Landscaping to help with the issue.

Currently the pond is anywhere from 3 to 5 feet in depth. Increasing the depth of the pond would help alleviate the algae presence, along with making the pond suitable for fish habitat. The aerators will still be a benefit to the pond during the summer months, but the chemicals will no longer be needed.

Project Duration:*

- Phase 1: Pre-Construction – Complete by January, 2016
- Phase 2: Construction – Complete by July, 2016
- Phase 3: Post Construction – Complete by August, 2016

Amount of Grant request \$ * 80,422.00

Total Project Costs \$* \$107,229.00

Amount of Matching Funds \$26,807.00 (25%)

Source(s) of Matching Funds: City of Wilton and Wilton Park District

Certifications *

X I certify that this application has been made with the support of the governing body and chief executive of my organization.

X I certify that if awarded grant funding none of the funding will be used for any of the exemptions noted on Page 1 of this application.

Narrative

Organization Information – City of Wilton

The Village of Wilton was first incorporated in 1902. Early on, the town was driven by coal mining, house many people who worked in the strip mines east of Wilton. In 1912, residents of Wilton started a petition asking Wilton to be incorporated as a city. The special election was held on March 8th, 1912 and the incorporation passed. The officers of the city consisted of a Mayor and 6 Aldermen.

In 1918 the City spent \$48,000 for the installation of water and sewer system for the City. A year later, new street lights and power generation were installed in the City.

In 1935, the residents circulated a petition about the form of government, asking that the municipal government be changed from a mayor-council to a commission form. The election was on September 3, 1935 and the City Commission was established. The first city commission consisted of a commission president and four commissioners, as it is today.

The City was first established a railroad town and still is to this day. The first grain elevators are still being used today, and farming is now the primary industry around the City. Some residents work at the power plants or mines near Underwood or Beulah, and others work 2 weeks shifts in the oil fields of Western North Dakota. Today, the City has four parks, 20+ businesses, a short drive to Painted Woods Golf Course and near the GDU Canal Lakes such as New Johns, Heckers and the Park Lakes.

(This information is from the Wilton Centennial History Book)

Purpose of Grant

The Wilton City Pond is an attractive area for residents and visitors of Wilton to visit, relax and enjoy time in the outdoors. The pond used to be stocked annually by the North Dakota Game and Fish Department with rainbow trout, but stocking ended in 2011 due to lack of response by the city commission at the time. The biologist in charge of this area requested information from the City regarding utilization of the pond, but the city did not respond.

This project will:

- Improve the water quality of the pond, making it more desirable for recreational purposes
- Lessen the costs and burden on the city from treating the pond with chemicals

- Reduce the amount of silt and other debris entering the pond
- Enhance the fish habitat in the pond

Goal 1: Improve Water Quality

By excavating the bottom of the pond to a depth of 8 feet, the volume of water in the pond will nearly double. This will improve the water quality, especially with the use of the system of aerators the city already uses. It will eliminate the need for chemicals to treat the pond, which may cause negative impacts downstream.

Goal 2: Reduce Inflow Silt and Debris

Part of the construction of this project is to excavate and regrade the drainage channel into the pond. We will install a series of rip rap sedimentation basins that will decrease the velocity of the inflow, allowing sediment and other debris to drop from the water before flowing into the pond. The sediment and debris will then be cleaned out from the sedimentation basin, rather than from the pond itself.

Goal 3: Enhance Fish Habitat

By excavating the bottom of the pond to a depth of 8 feet, it will enhance the fish habitat by holding a larger volume of water that will stay cooler during the summer months and not freeze solid in the winter months. With the system of aerators that the City utilizes, fish will remain healthy during the summer. If the City uses the aerators during the winter months, this will provide an adequate oxygen supply for the fish to survive year round, but would eliminate any ice skating or hockey activities that may take place.

Goal 4: Create a Recreation Hub for the City

By accomplishing the goals 1, 2 and 3, the Wilton City Pond will once again be a great recreational area for local families, tourists and passersby alike to enjoy during all months of the year. This pond is the first thing a person sees when they come to town, and it is important for the city for this area to be aesthetically pleasing.

Management of Project

Oversight of the Project: AJ Tuck, Ulteig Engineers

AJ will be onsite during construction of this project, keeping track of bid quantities, pay estimates and daily records of progress. AJ has been a part of several successful engineering projects consisting of highway construction, airport construction, municipal construction and drainage improvements.

Financial Oversight: AJ Tuck, Ulteig Engineers; Pattie Solberg, City Auditor

Pattie and AJ will be working closely together preparing pay estimates for the contractor, and ensuring all outside funding is being utilized properly and efficiently.

Engineering: Ulteig Engineers, Inc, Bismarck, ND

Ulteig is a civil engineering firm with locations in Fargo, Bismarck, Williston, Minneapolis, Sioux Falls, Cedar Rapids and Denver. Since 1944, Ulteig has been serving various markets including energy, water, transportation and municipal. Our staff of Engineers, Planners and Surveyors are dedicated to our clients, their needs and their constituents. We pride ourselves on client intimacy, making sure that no matter the size of client, they are our first priority. Our mission is to be the place where people want to work and to be the company that people want to hire. Our vision is to improve lives by providing the services that create more reliable connections throughout North America.

Evaluation

Excavation Evaluation: We will document the quantity of material excavated out of the pond by two methods. The first is to keep track of the amount of trucks hauling material to the disposal site. We will then be able to put an estimate together based on the size and capacity of the truck. We will also survey the pond after excavation is complete to ensure the proper depth is attained.

Drainage Ditch Evaluation: We will make sure the drainage ditch is constructed according to plan and ensure the sedimentation basins work efficiently.

All work will be recorded in daily construction diaries, and monthly pay estimates will be developed (if more than one is necessary).

Photos, diaries and any notes will all be recorded and stored at Ulteig and City Hall.

Financial Information

ATTACHMENT: Project Budget – Using the standard project budget format that is available on the website at <http://www.nd.gov/ndic/outdoor-info/page.htm> , please include a detailed total project budget that specifically outlines all the funds you are requesting. Note that a minimum of 25% match funding is required.*

The project budget should identify all matching funds, funding sources and indicate whether the matching funds are in the form of cash or in-kind services. Effective July 1, 2015 no State General Fund dollars can be used for a match unless funding was legislatively appropriated for that purpose. As noted on the standard project budget format, certain values have been identified for in-kind services. Please utilize these values in identifying your matching funds. **NOTE: No indirect costs will be funded.**

X I certify that a project budget will be sent to the Commission*

Sustainability

The City of Wilton Public Works Department will continue to maintain the pond. Any requests for additional features to the park will be issued by the City of Wilton and the City of Wilton Park Board.

Partial Funding

If the project were to receive no funding from the ND Outdoor Heritage Fund, The scope of the project would be greatly reduced and other options considered. If partial funding was awarded, the scope of the project would be revised to reduce costs or phased over the course of several years. We would also look into other funding options. If 75% of funding is awarded, we would move forward with the project, along with looking at other funding sources for the 25% local share, such as ND State Water

Commission, Garrison Diversion and Game and Fish, City of Wilton Park District and local business partners.

The fall is the best time to complete this project, so we may look into pushing the construction phase to August, 2016.

Partnership Recognition

If awarded any grant funding from outside sources, the City would install concrete or granite benches along the walking trail, with the names of any partners of the project.

Scoring of Grants

All applications will be scored by the Outdoor Heritage Fund Advisory Board after your ten-minute oral presentation. The ranking sheet(s) that will be used by the Board is available on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> .

Awarding of Grants*

All decisions on requests will be reported to applicants no later than 30 days after Industrial Commission consideration. The Commission can set a limit on duration of an offer on each application or if there isn't a specific date indicated in the application for implementation of the project, then the applicant has until the next Outdoor Heritage Fund Advisory Board regular meeting to sign the contract and get the project underway or the commitment for funding will be terminated and the applicant may resubmit for funding. Applicants whose proposals have been approved will receive a contract outlining the terms and conditions of the grant. Please note the appropriate sample contract for your organization on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> that set forth the general provisions that will be included in any contract issued by the North Dakota Industrial Commission. Please indicate if you can meet all the provisions of the sample contract. If there are provisions in that contract that your organization is unable to meet, please indicate below what those provisions would be. *

Responsibility of Recipient

The recipient of any grant from the Industrial Commission must use the funds awarded for the specific purpose described in the grant application and in accordance with the contract. The recipient cannot use any of the funds for the purposes stated under Exemptions on the first page of this application.

If you have any questions about the application or have trouble submitting the application, please contact Karlene Fine at 701-328-3722 or kfine@nd.gov

Revised: June 10, 2015

Wilton City Pond Dredging Project
City of Wilton, ND
Budget Form

Project Expense	OHF Request	Applicant's Match Share (Cash)	Applicant's Match Share (In-Kind)	Applicant's Match Share (Indirect)	Other Project Sponsor's Share	Total Each Project Expense
Engineering	\$11,250.00	\$3,750.00	\$	\$	\$	\$15,000
Construction	\$69,172.00	\$23,057.00	\$	\$	\$	\$92,229
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
Total Costs	\$80,422.00	\$26,807.00	\$	\$	\$	\$107,229.00

Budget Narrative:

Engineering is in three phases: Pre Construction, Construction and Post Construction.

- Pre-Construction includes project development, soliciting contractors, preparing engineers estimate, and researching grant availability.
- Construction includes on-site construction observation and developing pay estimates for the duration of the project
- Post-Construction includes surveying the pond to verify the quantity of sludge excavated and ensure the depth of the pond is at least 8 feet. We will also develop a final pay estimate.

Bid Items and Engineers Estimate

City of Wilton, ND						
Pond Dredging - Ulteig Engineers Project # 15.01110						
Spec	Code	Bid Item	Unit	Quantity	Engineers Estimate	Engineers Extended
		Mobilization	LSUM	1	\$ 9,000.00	\$ 9,000.00
		De-watering	Hrs	40	\$ 50.00	\$ 2,000.00
		Common Excavation	CY	5988	\$ 10.00	\$ 59,881.48
		Hauling	Loaded Mile	1438	\$ 5.00	\$ 7,187.50
		Type RR Fabric	SY	1044	\$ 5.00	\$ 5,220.15
		4-6" Rip Rap	CY	125	\$ 60.00	\$ 7,500.20
		Seeding	SY	100	\$ 4.80	\$ 480.00
		Sidewalk Concrete	SF	120	\$ 8.00	\$ 960.00
					Total Construction Estimate:	\$ 92,229.34
					Pre-Engineering:	\$ 3,000.00
					Engineering:	\$ 12,000.00
					Total Project Costs:	\$107,229.34

*De-watering consists of pumping the pond dry so that an excavator can mobilize into the bottom of the pond

*Hauling will be paid for by the loaded mile of material, to the disposal area at the city landfill (2.5 miles east of Wilton)

*Type RR fabric is a geosynthetic fabric specifically designed for use under riprap and in under-water applications.

*Rip rap will be installed along the slopes of the drainage channel leading to the pond. Rip rap will also be used in construction the sedimentation basin

*Seeding may be necessary in any areas that are disturbed by construction equipment

*Sidewalk Concrete may be needed if any of the existing concrete walking path around the pond is damaged by construction equipment.



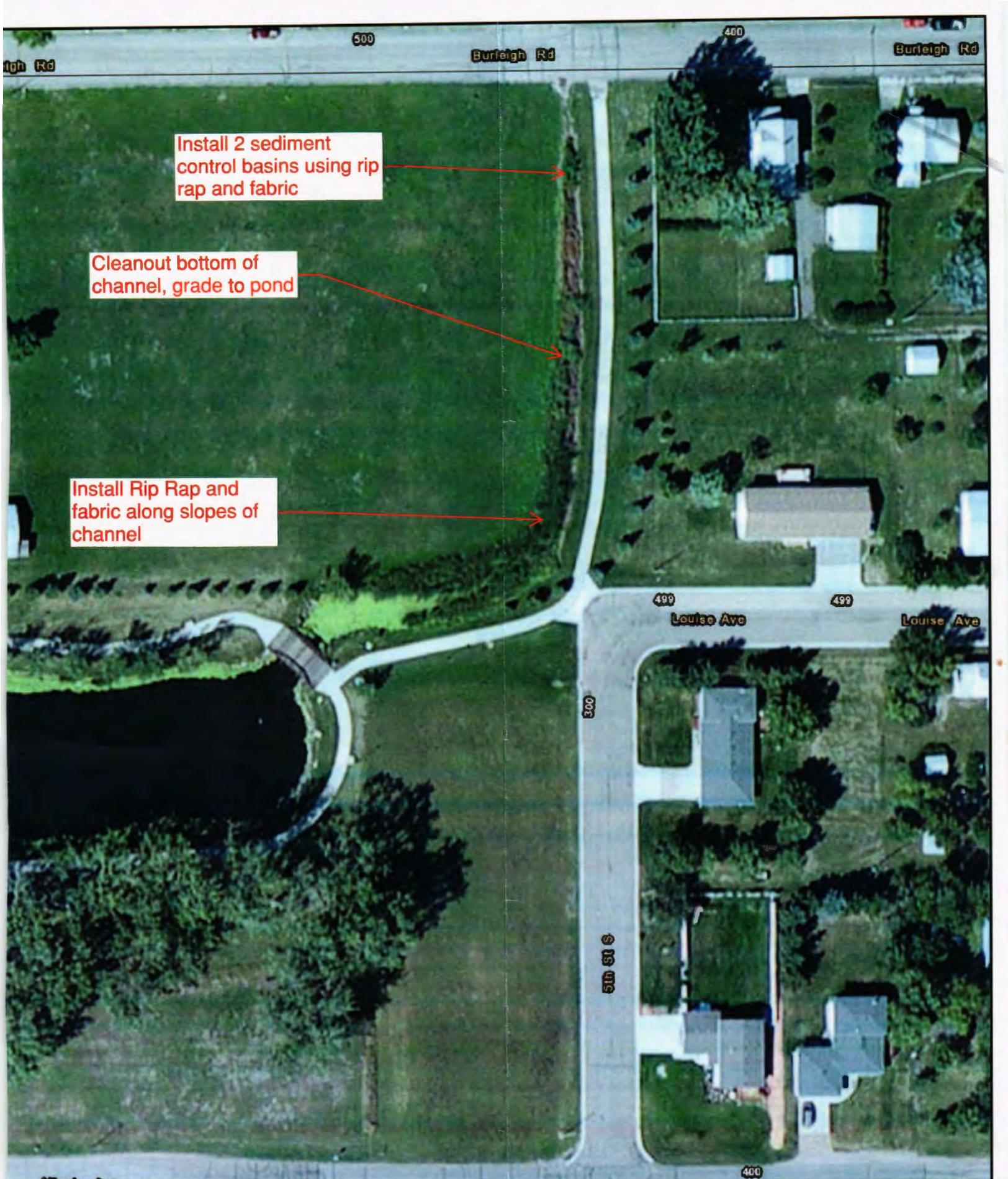
De-water to HWY 83 Ditch, excavate pond to a bottom depth of 10 feet, 3 to 1 side slopes. Haul to City Dump, approximately 2.5 miles one way.

Current depth - 3 to 5 feet.

www.ulteig.com
888-858-3441
info@ulteig.com



Wilton City Pond
10/15/2015
Wilton, ND



Install 2 sediment control basins using rip rap and fabric

Cleanout bottom of channel, grade to pond

Install Rip Rap and fabric along slopes of channel

0 105 210 Feet

0 0.02 0.04 Miles

