

RESOLUTION NO. R16-23

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE
SUBMISSION OF A TSEP GRANT APPLICATION AND TO COMMIT THE
MATCHING FUNDS REQUIRED BY THE CREATING AGENCY.**

WHEREAS, the City of Laurel is applying to the Montana Department of Commerce for financial assistance from the Treasure State Endowment Program (TSEP) to complete a water system Preliminary Engineering Report Update;

WHEREAS, the City of Laurel has the legal jurisdiction and authority to construct, finance, operate, and maintain the City water treatment and distribution system;

WHEREAS, the City of Laurel agrees to comply with all State laws and regulations and the requirements described in the TSEP Application Guidelines and those that will be described in the TSEP Project Administration Manual;

WHEREAS, the City of Laurel commits to provide the amount of matching funds as proposed in the TSEP application; and

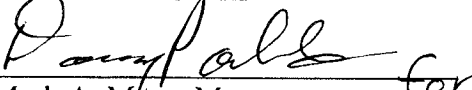
NOW THEREFORE BE IT RESOLVED, the City Council hereby authorizes the Mayor to submit a TSEP application to the Montana Department of Commerce on behalf of the City of Laurel, to act on its behalf and to provide such additional information as may be required.

Introduced at a regular meeting of the City Council on March 15, 2016, by Council Member Dickerson.

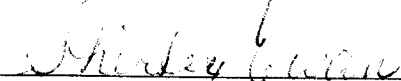
PASSED and APPROVED by the City Council of the City of Laurel this 15th day of March, 2016.

APPROVED by the Mayor this 15th day of March, 2016.

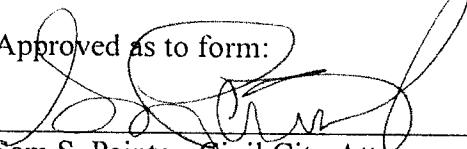
CITY OF LAUREL


Mark A. Mace, Mayor

ATTEST:


Shirley Ewan, Clerk/Treasurer

Approved as to form:


Sam S. Painter, Civil City Attorney

TSEP INFRASTRUCTURE PLANNING GRANT APPLICATION FORM

Applicant Information:

1. Name of Applicant: City of Laurel, Montana
2. Type of Governmental Entity: Incorporated Municipality
3. Federal Tax Identification Number: 81-6001283
4. Contact Person: Name: Kurt Markegard
- Title: Public Works Director
- Name of Firm: (if applicable) _____
- Street/P.O. Box: P.O. Box 10
- City/State/Zip: Laurel, MT 59044
- Telephone/Fax Numbers: (406) 628-4796
- Email address: kmarkegard@laurel.mt.gov

Type of Grant Applied For (check one):

- Preliminary Engineering Report (PER)**
- Capital Improvements Plan (CIP)**
- Other (Documentation of Commerce approval required)**

Proposed Budget:

	SOURCE: TSEP Grant	SOURCE: Laurel	SOURCE:	TOTAL
PER	\$12,000	\$0	\$0	\$12,000
TSEP App	\$0	\$9,000	\$0	\$9,000
DNRC App	\$0	\$3,000	\$0	\$3,000
TOTAL	\$12,000	\$12,000	\$0	\$24,000

Proposed Implementation Schedule:

Estimated Start Date of Preliminary Engineering: March 2016

Estimated Completion Date of Preliminary Engineering: April 2016

Attach a proposed preliminary engineering implementation schedule. This schedule should include the major milestones associated with the study including field activities, draft report preparation and review, and final report preparation and submittal (see Attachment 1).

Proposed Project Description:

For an infrastructure planning grant that is to be used to prepare a preliminary engineering report, provide a brief description of the project that is being proposed for construction after the preliminary engineering is completed, and the proposed activities and work schedule in completing the preliminary engineering:

1. The type of project;

The proposed project is completion of an update to the Water System Preliminary Engineering Report (PER). Grant funding and applicant match will be used for completion of an update to the full water system evaluation and PER completed in 2014 in accordance with the Uniform Application PER outline for water system projects.

The PER Update will be used as a basis for the community to select the most appropriate and cost effective solution for meeting the community's long-term water management system needs. The PER Update will also be used as a support documents for the City's anticipated funding application(s) for completing water system improvements. Potential funding sources for necessary improvements include a DNRC grant, a TSEP grant, and/or a State Revolving Fund loan.

2. The project location;

The project is in Laurel, Montana which is located 10 miles west of Billings in Yellowstone County. The water distribution system and treatment system components are located in Sections 8, 9, 10, 15, and 16, Township 2 South, Range 24 East (approximately latitude 45.67, longitude 108.75)

3. A brief history of the system, and its known or presumed deficiencies;

Laurel is an incorporated community of approximately 6,700 people with local businesses and public school facilities. Laurel's water system consists of sedimentation basins, filtration basins, chlorination, storage tanks and distribution system

The City's existing water intake is exposed and needs to be lowered after the new intake is built as a condition of the upcoming Army Corp of Engineers permit. The water treatment plant needs a third large pump (2,000gpm) installed and all three large pumps need to be equipped with VFD's in order to meet demands and operate efficiently.

In consideration of the above, the City wants to complete an updated comprehensive evaluation of its water system and determine its best options to continue to provide adequate water treatment, storage and distribution system facilities to serve the community and meet all regulatory requirements. This will be accomplished through the completion of an update to the 2014 Preliminary Engineering Report (PER) by an independent engineering firm.

The PER Update will reevaluate the findings of the 2014 PER and present new or updated recommendations for improvements.

4. Any related compliance issues;

There are no compliance related issues with the system as the City has proactively addressed concerns through periodic projects as reserves have become available. Lowering the existing intake is anticipated to be a condition of the upcoming permit issued by the Army Corp of Engineers to protect recreationalists.

5. A brief description of alternatives that are being considered at the time of this application; and

The purpose of the PER Update is to document the condition of the system and identify any needs required to allow the City to continue to provide service and treatment within the planning period.

6. Activities that will take place (including the process to be used to procure an engineer) and products produced.

The City of Laurel advertised a request for proposal for an on-call engineer in 2014. Great West Engineering was chosen from the applicants to fulfill these duties for the City. The procurement of Great West was completed in accordance with state requirements.

The PER Update will be completed in compliance with the Uniform Application PER outline and the draft document will be submitted to the Department of Commerce and appropriate agencies for review and comment.

For capital improvements plans, provide a brief description of the plan that is being

proposed and the types of infrastructure that will be evaluated and planned for. The CIP must be comprehensive and should identify the current and future needs of the jurisdiction. Include a proposed work plan and a proposed table of contents.

Required Attachments:

1. Documentation showing the legal creation of the district (if a County Water and Sewer District), **N/A**
2. Documentation (i.e. resolution) showing the commitment of matching funds, and **See Attached Resolution**
3. Proposed Preliminary Engineering Implementation Schedule.
See Attachment 1

Authorizing Statement:

I hereby declare that the information included in, and all attachments to, this application is true, complete, and accurate to the best of my knowledge. I further declare that, on behalf of The City of Laurel, Montana (Applicant), I am legally authorized to enter into an agreement with the Montana Department of Commerce if a TSEP grant is awarded. I further declare that if a TSEP grant is awarded, the grant will be used to prepare:

- 1) an Updated Preliminary Engineering Report (PER) that follows the format and meets the requirements of the *Uniform Preliminary Engineering Analysis for Montana Public Facility Projects* outline and
- 2) a completed Uniform Environmental Checklist, which will become an attachment to the PER.

I understand that MDOC will only review the final PER in an attempt to ensure that the information presented in the PER meets the basic requirements of the *Uniform Preliminary Engineering Analysis for Montana Public Facility Projects* outline, and that MDOC will not certify the quality of the PER. I further understand that the review and approval of the content of the PER by MDOC, does not guarantee that a subsequent application to TSEP for a construction project would result in the maximum number of points being assigned in the scoring of the engineering problem or design during the TSEP ranking process.

Mark A. Mave
Signature

3/15/2016
Date

Mayor
Title

ATTACHMENT 1

**PRELIMINARY ENGINEERING IMPLEMENTATION SCHEDULE
CITY OF LAUREL, MONTANA**

TASK	MONTH/YEAR
ADVERTISEMENT FOR ENGINEERING SERVICES	
Publish RFP	Completed
Select Engineering Firm	Completed
Execute Agreement with Engineering Firm	Completed
MAJOR PRELIMINARY ENGINEERING ACTIVITIES/MILESTONES	
Submit Planning Grant Applications	March 2016
Authorization to Incur Matching Costs for PER	March 2016
Preparation of TSEP Contract	March 2016
Initiate PER work	March 2016
Complete Draft PER	March 2016
Public Hearing & Review Period	April 2016
Finalize PER	April 2016
TSEP DRAWDOWNS	
Submit final report and request final drawdown of funds	May 2016