

**REQUEST FOR ITEM TO BE PLACED ON AGENDA
THOMPSON FALLS CITY COUNCIL**

I, Rusti Phone # _____

request the following item be placed on the agenda for
the September 8 2025, City Council Meeting:

Please give a brief description of the item to be discussed,
approximate time you need and the results you would like to see.

Information: _____

Time: 6:00 pm

Action: Wastewater Project Phases 3 & 4
Pay Application for Reimbursement

**All agenda requests must be submitted by Noon on
Wednesday before the Council Meeting.**

tfl3557@blackfoot.net

From: Craig Erickson <cerickson@greatwesteng.com>
Sent: Wednesday, September 3, 2025 4:45 PM
To: tfl3557@blackfoot.net
Cc: Rusti Leivestad; Carrie Gardner
Subject: RE: Agenda Prep

Kelliann,

Here is a summary table for the draws from the CDBG, MCEP, ARPA, and SRF/RD funds allocated to the wastewater project.

Vendor/Activity	Invoice No.	Invoice Date	Amount	CDBG	#	MCEP	#	ARPA Grant	#	SRF Ban	#
Great West - CDBG Direct Benefit Admin	37273	08/23/25	\$414	\$414	14						
Great West - Bidding	37301	08/26/25	\$35,000					\$35,000	35		
Great West - Gen Grant Admin	37303	08/26/25	\$3,856			\$3,856.00	2				
Jackson, Murdo & Grant	18662	08/28/25	\$80,000							\$80,000	1
Total			\$119,270	\$414		\$3,856.00		\$35,000		\$80,000	

Water project summary table.

Vendor	Inv. #	Inv. Date	Activity	Activity Amount	ARPA	#	Local	#
Great West Engineering	37302	08/26/25	PreDesign	\$ 5,661.50	\$ 5,661.50	13		
Great West Engineering	37302	08/26/25	Final Design	\$ 6,324.25	\$ 6,324.25	13		
Great West Engineering	37302	08/26/25	Grant Admin	\$ 732.00			\$ 732.00	18
Total				\$ 12,717.75	\$ 11,985.75		\$ 732.00	

We may also have the final request for reimbursement from the street project's SLIPA grant. If Carrie approves the change order and application for payment from Thompson Contracting, we'll send you SLIPA draw #2 for \$12,434.20.

We'll talk more tomorrow.

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Pay Application for Reimbursement

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Wednesday before the Council Meeting.**

REQUEST FOR BIDS TO REPLACE OR ADD TO
THOMPSON FALLS CITY COUNCIL

1981

Phone #

Address: 1234 Main St. Thompson Falls, MT 59846

Phone: 406/338-1234

City

1981

Time

1234 Main St. Thompson Falls, MT 59846

1234 Main St. Thompson Falls, MT 59846

tfl3557@blackfoot.net

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We may also have the final request for reimbursement from the street project's SLIPA grant. If Carrie approves the change order and application for payment from Thompson Contracting, we'll send you SLIPA draw #2 for \$12,434.20.

We'll talk more tomorrow.

From: Craig Erickson <cerickson@greatwesteng.com>
Sent: Thursday, September 4, 2025 10:57 AM
To: Russlyn Leivestad (tfallsmayor@blackfoot.net); Kelliann Barton (tfl3557@blackfoot.net)
Cc: Carrie Gardner; Collette T. Anderson; Craig Erickson
Subject: Thompson Falls Phase 3 & Phase 4 Wastewater
Attachments: Phase 3 4 - Budget_Status_Invoice - September 2025.xlsx; Ph3&Ph4 Requests for Reimbursement with Supporting Materials.pdf; ARPA Request for Contract Extension.docx; MCEP Request for Contract Extension.docx; DNRC Request for Contract Extension.docx

Good morning,

We have sent you all the documents related to the latest funding requests for the wastewater project. Remember, September 24th is the closing date for the SRF interim financing required by USDA Rural Development. The State Revolving Fund (SRF) program provides interim financing, and the disbursement report #1 must be sent to the DNRC by September 10th, so please sign and return the following documents as soon as possible.

- SRF Disbursement Report #1 – PDF page 1
- ARPA #35 – PDF page 2
- CDBG #14 – PDF page 3
- MCEP #2 - PDF page 4
- Engineering Invoice Summary – PDF page 9

I have also sent you your requests to extend the terms of the ARPA, MCEP, and RRGL grant agreements. Feel free to revise each request as you see fit and return them to me. We'll include each letter with the appropriate reimbursement request.

Feel free to contact me if you have any questions.

Thank you,



We're Hiring!

Craig Erickson, CGW

Senior Funding Specialist

d: (406) 495-6189

c: (406) 399-0104

2501 Belt View Drive
Helena, MT 59601

This message has been sent to you as the official business of Great West Engineering. This e-mail and any attachments may be considered confidential. If you are not the intended recipient, please be advised that you are legally prohibited from retaining, using, copying, distributing, or disclosing this information. If you have received this communication in error, please reply to the sender and then immediately delete it. I appreciate your cooperation.

Montana State Revolving Fund ("WPCSRF") Program Special Improvement Districts and Rural Special Improvement Districts Bond Anticipation Note/Recycled

For State use only (Funded from Principal Payment Recycled Account)

1. Borrower: Name: <u>Thompson Falls, City of</u> Address: <u>PO Box 99, Thompson Falls, MT 59873</u> Employer ID: <u>81-6001316</u>		5. Disbursement Number: 1					
2. Project Name: <u>Wastewater Improvements Ph 3 & 4</u> SRF Project Number: <u>SRF-26606</u> Borrower's Project Number: _____		6. Period covered by this Disbursement Report: From: <u>Present</u> To: <u>9/24/26</u> (Mo/Day/Yr) (Mo/Day/Yr)					
3. Committed Amount: \$ <u>1,393,000</u> <u>SID BAN</u> (From the Binding Commitment Agreement)		7. Payment Instructions: X Wire Transfer: Bank: <u>First Security Bank</u> ABA : <u>092901337</u> Account : <u>775684</u> Bank Phone Number: (406) 827-7000 Bank Contact Person: _____ <input type="checkbox"/> Check if this is the final disbursement request.					
4. Total Loan Amount: \$ <u>1,393,000</u> <u>SID BAN</u>							
8. Use of Funds							
Classification	Amount This Period	Cumulative to Date	No Debt Service Required.				
A. Administrative Charges	\$ 80,000.00	\$ 80,000.00					
B. Land and Rights of Way							
C. Architectural & Engineering	\$						
D. Equipment	\$						
E. Construction Improvements							
F. Miscellaneous/Payoff							
G. Total Construction Costs (Add Lines A through F)	\$ 80,000.00	\$ 80,000.00					
H. Administrative Fee - For Initial Disbursement Only (Multiply Committed Amount by .00575)	N/A	N/A					
I. Origination Fee - For Initial Disbursement Only (Multiply Committed Amount by .01)	N/A	N/A					
J. Sub-Total (Add Amounts on Lines G, H and I)	\$ 80,000.00	\$ 80,000.00					
K. Debt service Reserve Deposit (Multiply Amount on Line J by .038)	\$ N/A	\$ N/A					
L. Total Disbursement (Add Amounts on Line J and K)	\$ 80,000.00	\$ 80,000.00					
M. State Share of Disbursement (For State Use Only)	\$	\$					
N. Percentage of Physical Completion	%	%					
9. Certification I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with the terms of the project, that the disbursements represent amounts which have not been previously requested, that an inspection has been performed and that all work is in accordance with the terms of the project as described in the Commitment Agreement.		a. Borrower(s) [Note: two borrower signatures are required only when two parties (i.e. a County and a District) borrow SRF funds through an interlocal agreement.] <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"> Signature of Authorized Certifying Official Typed or Printed Name and Title Russlyn Leivestad, Mayor </td> <td style="width: 50%;"> Date Signed: Telephone (Area Code, Number & Extension) (406) 827-3557 </td> </tr> <tr> <td> Signature of "Authorized Certifying Official" Typed or Printed Name and Title </td> <td> Date Signed: Telephone (Area Code, Number & Extension) </td> </tr> </table>		Signature of Authorized Certifying Official Typed or Printed Name and Title Russlyn Leivestad, Mayor	Date Signed: Telephone (Area Code, Number & Extension) (406) 827-3557	Signature of "Authorized Certifying Official" Typed or Printed Name and Title	Date Signed: Telephone (Area Code, Number & Extension)
Signature of Authorized Certifying Official Typed or Printed Name and Title Russlyn Leivestad, Mayor	Date Signed: Telephone (Area Code, Number & Extension) (406) 827-3557						
Signature of "Authorized Certifying Official" Typed or Printed Name and Title	Date Signed: Telephone (Area Code, Number & Extension)						
b. Engineer or other Representative certifying to line 8.N. <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"> Signature of "Authorized Certifying Official" Typed or Printed Name and Title Carrie Gardner, PE, Project Manager </td> <td style="width: 50%;"> Date Signed: Telephone (Area Code, Number & Extension) (406) 495-6176 </td> </tr> </table>		Signature of "Authorized Certifying Official" Typed or Printed Name and Title Carrie Gardner, PE, Project Manager	Date Signed: Telephone (Area Code, Number & Extension) (406) 495-6176				
Signature of "Authorized Certifying Official" Typed or Printed Name and Title Carrie Gardner, PE, Project Manager	Date Signed: Telephone (Area Code, Number & Extension) (406) 495-6176						
10. Approval (For State Use Only)		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"> DEQ Signature _____ Date _____ </td> <td style="width: 50%;"> DNRC Signature _____ Date _____ </td> </tr> </table>		DEQ Signature _____ Date _____	DNRC Signature _____ Date _____		
DEQ Signature _____ Date _____	DNRC Signature _____ Date _____						

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

REQUEST FOR FUNDS FORM

SECTION I - CDBG RECIPIENT INFORMATION					
CDBG CONTRACT NUMBER: MT-CDBG-20PF-03		DRAWDOWN NUMBER: 14	TOTAL AMOUNT REQUESTED \$414.00		
Name and Address of Grant Recipient City of Thompson Falls PO Box 99 Thompson Falls, MT		Make Deposit Payable To: First Security Bank 107 Fulton Street Thompson Falls, MT 59873 Acct#: 775684 ABA#: 092901337			
	A Amount Budgeted	B Amount Expended Prior To This Draw	C Amount Requested	D Balance Remaining After This Draw	
1. TOTAL ADMINISTRATION BUDGET	\$ 60,000.00	\$ 31,454.53	\$ 414.00	\$ 28,131.47	
2. Percent	% of Total Grant 0.133333333	% of Column A 0.524242167			
3. TOTAL ACTIVITY BUDGET	\$ 390,000.00	\$ -	\$ -	\$ 390,000.00	
4. Percent	% of Total Grant 0.866666667	% of Column A 0.00			
5. TOTAL CDBG GRANT BUDGET	\$ 450,000.00	\$ 31,454.53	\$ 414.00	\$ 418,131.47	
6. Cash on Hand		\$			
7. Amount of Requests Submitted and Not Received		\$			
8. Total Previously Drawn from State		\$			
PROGRAM INCOME SUMMARY					
9. Amount Received to Date	\$0.00				
10. Amount Expended to Date	\$0.00				
11. Program Income Balance	\$0.00				
REMARKS:		Amount from line 11.			\$0.00
		Total Amount Requested: (5C - 11A)			\$414.00
FOR DOC USE ONLY!		Less 2% Retainage On Final Drawdown			\$
		Adjusted Amount Requested	\$		
SECTION III - LOCAL APPROVAL					
DATE:	SIGNATURE		TITLE		
DATE:	COUNTERSIGNATURE		TITLE		
SECTION IV - DOC APPROVAL					
EXPENDITURES ARE REASONABLE, APPROPRIATE _____		APPROVED BY:			
FINANCIAL NUMBERS & SIGNATURES CORRECT _____		TITLE:			
CONSISTENT WITH PRECEDING DRAW & SABHRS _____		DATE:			
ADMINISTRATION DOES NOT EXCEED 10% _____					
BUDGET AMENDMENT APPROVED _____					

Computer will Calculate

Montana Coal Endowment Program
REQUEST FOR REIMBURSEMENT FORM

SECTION I - MCEP RECIPIENT INFORMATION				
MCEP CONTRACT NUMBER MT-ARPA-CG-23-623	REQUEST NUMBER 2	TOTAL AMOUNT REQUESTED \$ 3,856.00		
Name and Address of MCEP Recipient City of Thompson Falls PO Box 99 Thompson Falls, MT 59873		Make Deposit Payable To: First Security Bank 107 Fulton Street Thompson Falls, MT 59783 Acct#: 775684 ABA#: 092901337		
SECTION II - FINANCIAL				
	A Amount Budgeted	B Amount Expended Prior to this Request	C Amount Requested	D Balance Remaining After This Request
1. TOTAL ADMINISTRATION BUDGET	\$ 40,000.00	\$ 2,576.00	\$ 3,856.00	\$ 33,568.00
2. Percent	% of Total Grant 0.053333333	% of Column A 0.06		
3. TOTAL ACTIVITY BUDGET	\$ 710,000.00	\$ -		\$ 710,000.00
4. Percent	% of Total Grant 0.946666667	% of Column A 0.00		
5. TOTAL GRANT BUDGET	\$ 750,000.00	\$ 2,576.00	\$ 3,856.00	\$ 743,568.00
			TOTAL Amount Requested	\$ 3,856.00
REMARKS:				
SECTION III - LOCAL APPROVAL				
<p>"By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)." Please submit request for reimbursements and all supporting documentation and reports to: Montana Department of Commerce, Community Development Division, PO Box 200523, Helena MT 59620-0523</p>				
DATE:	SIGNATURE		TITLE	
DATE:	COUNTERSIGNATURE		TITLE	
SECTION IV - DOC APPROVAL				
EXPENDITURES REASONABLE, APPROPRIATE _____		APPROVED BY: TITLE: DATE:		
SIGNATURES CORRECT _____				
CONSISTENT WITH PRECEDING REQUESTS & SABHRS _____				
ADMINISTRATION DOES NOT EXCEED 10% _____				
BUDGET AMENDMENT APPROVED _____				

Montana Department of Commerce
Grant Administration Manual

2-A

Montana Coal Endowment Program



ARPA Water & Sewer Infrastructure Grant Program
2024 Progress Report Form

General Information

Subrecipient Entity: Thompson Falls, City of

Project Title: Thompson Falls Wastewater Improvements Project, Phase 3

Grant Agreement Number(s): AC-22-0064

Grant Term End Date(s): December 30, 2025

Form Preparer Name: Craig Erickson

Form Preparer Phone: (406) 399-0104

Form Preparer Email: cerickson@greatwesteng.com

Reporting Period: July 20, 2025 – September 4, 2025
Provide a beginning and end date. Example: January 1, 2024 – March 31, 2024.

Quarterly Report Type

- ☒ Progress Report **with** Reimbursement Request.
- ☐ Progress Report **without** Reimbursement Request.

Final Reports – Do not use this form. See [Progress Reports, Amendments, and Closeout](#) on the ARPA Grant Management page for instructions on how to complete your Final Report.

Required Report Attachments

Check to indicate the required attachments are included with this report.

☒ **Updated Schedule Form is included with this report (REQUIRED).**

The schedule form should be an accurate reflection of the status of the project, including bid and construction information. **The schedule you are attaching must be appropriate given the Grant Term End Date in the grant agreement (or executed grant amendment).**

☒ **Updated Uniform Budget Tracking Spreadsheet is included with this report (REQUIRED).**

Include an updated budget spreadsheet that reflects current and previous expenditures on the grant(s). The tracker should be accurate through the end of the reporting period and include all incurred expenditures for all funding sources regardless of whether a reimbursement is requested. **Attachment B – Budget in the grant agreement (or executed grant amendment) must match the current project budget you are attaching.**

Sam.Gov Expiration: 01/03/2026

Progress Reporting

1. Grant Activities this Reporting Period (REQUIRED)

List project tasks outlined in Attachment A – Scope of Work in the grant agreement (or executed grant amendment). Summarize activities that occurred under each task during the reporting period, including tasks with no activity. Provide an overview of progress on the overall project. Indicate tasks completed.

Example

- *Deliverable: Installation of 1900 linear feet of 8" water main. Update: Installation in 80% complete.*
- *Deliverable: Replace existing well pumps and controls. Update: No activity this quarter.*

The following scope of work will help address the deficiencies of the wastewater system. This scope of work is the object of the ARPA grant. It will use ARPA Competitive Grant funds for professional services, construction, and engineering-basic services associated with the following activities. Activities include:

- Deliverable: Engineering Preliminary Design, Final Design, Bidding, Construction Management, and Post Construction Services.

Update: Preliminary and Final Design are 100% complete.

Update: Bidding is 100% complete.

Update: Construction Management and Post-Construction are 0% complete.

On July 31, 2025, the city opened bids for the Phase 3 and Phase 4 construction contract. On August 11, 2025, the city awarded the construction contract to S&L Underground, Inc. of Bonners Ferry, Idaho. The construction contract price is \$12,970,403.

On August 26, 2025, the city hosted the pre-construction conference at City Hall.

The city is waiting for agency concurrence on the notice to proceed. However, construction is currently scheduled to begin on September 15, 2025.

- Deliverable: Installation of approximately 11,800 ft. of 8-inch polyvinyl chloride (PVC) sewer pipe.

Update: Installation is 0% complete.

- Deliverable: Installation of approximately 40 manholes.

Update: Installation is 0% complete.

- Deliverable: Construction of lift station #3.

Update: Construction is 0% complete.

- Deliverable: Installation of approximately 2,700 ft. of force main.

Update: Installation is 0% complete.

- Deliverable: Installation of 26 grinder stations.

Update: Installation is 0% complete.

- Deliverable: Installation of 19 curb stops/check valves.

Update: Installation is 0% complete.

- Deliverable: Abandonment of 181 septic tanks, removal, replacement, or restoration of sidewalk and asphalt streets.

Update: Abandonment of septic tanks is 0% complete.

- Deliverable: Construction of 181 service connections to the new main.

Update: Construction is 0% complete.

Problems or Concerns (REQUIRED)

Discuss any problems or concerns that have arisen (e.g., problems with the schedule, subcontractors, or budget items). Include steps underway to alleviate problems.

None

2. Next Reporting Period's Grant Activities (REQUIRED)

List project tasks outlined in Attachment A – Scope of Work in the grant agreement (or executed grant amendment). Summarize activities that will occur next quarter under each task, including tasks with no expected activity. Indicate tasks expected to be completed.

Construction will likely begin on Monday, September 15. The city will submit its quarterly project progress report in early October.

Grant Agreement Review Checklist

Review the ARPA Grant Agreement(s) and executed grant amendment(s). Respond to the questions below.

1. Review Agreement Section 2. Term – Is the Term End Date in the grant agreement still appropriate for the project?

☒ **YES** – Term End Date in the grant agreement is appropriate for the project to date.

☐ **NO or NOT SURE – Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

2. Review Grant Agreement Attachment A – Scope of Work (Tasks/Deliverables) – Do the tasks/deliverables listed in the Scope of Work in the grant agreement (or executed grant amendment) accurately reflect the project to date?

☒ **YES** – Scope of Work in the grant agreement accurately reflects the project to date.

☐ **NO or NOT SURE – Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

3. Review Grant Agreement Attachment B – Budget – Do the DNRC ARPA grant funds and matching funds in the budget in the grant agreement (or executed grant amendment) accurately reflect the project to date?

☒ **YES** – The budget in the grant agreement accurately reflects the project to date.

☐ **NO or NOT SURE – Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

Additional Report Attachments (Optional)

Attach pictures, articles, maps, or any other document related to this quarter that you would like to include in the report.

Verification of Subrecipient Concurrence

REQUIRED only if Form Preparer is not from Subrecipient Entity

Subrecipient Contact Full Name: Russlyn Leivestad

Subrecipient Contact Title: Mayor

Subrecipient Contact Email: Tfl3557@blackfoot.net

☒ The Subrecipient Contact listed above has reviewed this Progress Report and supporting documents. The Subrecipient Contact concurs with the information provided.

See the Reimbursements and Budget Tracking tab on the [DNRC ARPA Grant Management webpage](#) for documents and training videos.

EJCDC Engineering Invoice Summary

City of Thompson Falls, MT						Invoice Number: 37301 - 36303 - 37273	
						Invoice Date: 8/23/2025	
						Due Date: 9/22/2025	
Project: Wastewater Collection System Phase 3 & 4						Billing Period: 7/20/25-8/16/25	

Exhibit C payment	Service Performed	Original Contract Amount	Amendments	Revised Contract Amount	Paid To Date	Due This Invoice	Balance Remaining
Exhibit C Basic Services	Preliminary Design Phase	\$ 575,000.00	\$ -	\$ 575,000.00	\$ 575,000.00		\$ -
	Final Design Phase	\$ 515,000.00		\$ 515,000.00	\$ 515,000.00		\$ -
	Bidding Phase	\$ 75,000.00		\$ 75,000.00	\$ 25,000.00	\$ 35,000.00	\$ 15,000.00
	Construction Phase	\$ 805,000.00		\$ 805,000.00			\$ 805,000.00
	Post Construction Phase	\$ 65,000.00	\$ -	\$ 65,000.00			\$ 65,000.00
					\$ -		\$ -
	Subtotal	\$ 2,035,000.00	\$ -	\$ 2,035,000.00	\$ 1,115,000.00	\$ 35,000.00	\$ 885,000.00
Exhibit C							
RPR-2	Resident Project Representative (\$ 880,000.00		\$ 880,000.00	\$ -		\$ 880,000.00
	Subtotal	\$ 880,000.00	\$ -	\$ 880,000.00	\$ -	\$ -	\$ 880,000.00
EXHIBIT C Additional Services	Additional Services - GeoTech	\$ 65,000.00		\$ 65,000.00	\$ 65,000.00		\$ -
	CDBG Direct Benefit Admin	\$ 60,000.00		\$ 60,000.00	\$ 31,454.53	\$ 414.00	\$ 28,131.47
	Additional Services - ROW & Easement	\$ 30,000.00		\$ 30,000.00	\$ 29,666.28		\$ 333.72
	Additional Services - O&M Manual	\$ 18,000.00		\$ 18,000.00			\$ 18,000.00
	General Grant Admin	\$ 150,000.00	\$ -	\$ 150,000.00	\$ 50,996.23	\$ 3,856.00	\$ 95,147.77
	Subtotal	\$ 323,000.00	\$ -	\$ 323,000.00	\$ 177,117.04	\$ 4,270.00	\$ 141,612.96
Total Current Billing:		\$ 3,238,000.00	\$ -	\$ 3,238,000.00	\$ 1,292,117.04	\$ 39,270.00	\$ 1,906,612.96

Summary							
Basic Services		\$ 2,035,000.00	\$ -	\$ 2,035,000.00	\$ 1,115,000.00	\$ 35,000.00	\$ 885,000.00
RPR		\$ 880,000.00	\$ -	\$ 880,000.00	\$ -	\$ -	\$ 880,000.00
Add. Services less Project admin		\$ 173,000.00	\$ -	\$ 173,000.00	\$ 126,120.81	\$ 414.00	\$ 46,465.19
Subtotal		\$ 3,088,000.00	\$ -	\$ 3,088,000.00	\$ 1,241,120.81	\$ 35,414.00	\$ 1,811,465.19
Project administration		\$ 150,000.00	\$ -	\$ 150,000.00	\$ 50,996.23	\$ 3,856.00	\$ 95,147.77
Total		\$ 3,238,000.00	\$ -	\$ 3,238,000.00	\$ 1,292,117.04	\$ 39,270.00	\$ 1,906,612.96
Funds Difference		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Is the % of RPR fees claimed in line with the total % of Construction completed?				YES/NO	(If NO, explain on attached sheet)
				Circle One	
Submitting Engineer's Signature				Owner's Approval Signature	



2501 Belt View Drive
Helena, MT 59601

Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 37301
Date 08/26/2025

Project 1-21204 THOMPSON FALLS ON-CALL
2021

Professional Services from July 20, 2025 through August 16, 2025

		Amount	
64-13 Task Order No. 5 - Phase 3 & 4 WW			
10.1-13 Preliminary Design			
	Contract Amount	575,000.00	
	Percent Complete	100.00	
	Prior Billed	575,000.00	
	Total Billed	575,000.00	
		Current Billed	0.00
10.2-13 Final Design			
	Contract Amount	515,000.00	
	Percent Complete	100.00	
	Prior Billed	515,000.00	
	Total Billed	515,000.00	
		Current Billed	0.00
10.3-13 Bidding			
	Contract Amount	75,000.00	
	Percent Complete	80.00	
	Prior Billed	25,000.00	
	Total Billed	60,000.00	
		Current Billed	35,000.00
10.4-13 Construction Management			
	Contract Amount	805,000.00	
	Percent Complete	0.00	
	Prior Billed	0.00	
	Total Billed	0.00	
		Current Billed	0.00
10.5-13 Post Construction			
	Contract Amount	65,000.00	
	Percent Complete	0.00	
	Prior Billed	0.00	
	Total Billed	0.00	
		Current Billed	0.00
		Subtotal	35,000.00
		Total	35,000.00

Invoice total **35,000.00**

Invoice Summary

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Remaining Percent	Current Billed
64-13 Task Order No. 5 - Phase 3 & 4 WW							
10.1-13 Preliminary Design	575,000.00	100.00	575,000.00	575,000.00	0.00	0.00	0.00
10.2-13 Final Design	515,000.00	100.00	515,000.00	515,000.00	0.00	0.00	0.00
10.3-13 Bidding	75,000.00	80.00	25,000.00	60,000.00	15,000.00	20.00	35,000.00
10.4-13 Construction Management	805,000.00	0.00	0.00	0.00	805,000.00	100.00	0.00
10.5-13 Post Construction	65,000.00	0.00	0.00	0.00	65,000.00	100.00	0.00
64.6-13 Resident Project Representative (RPR)	880,000.00	0.00	0.00	0.00	880,000.00	100.00	0.00
64.9-13 Geotechnical Analysis	65,000.00	100.00	65,000.00	65,000.00	0.00	0.00	0.00
64.10-13 Right-of-Way/Easement & Permitting	30,000.00	98.89	29,666.28	29,666.28	333.72	1.11	0.00
64.11-13 Operation & Maintenance Manual	18,000.00	0.00	0.00	0.00	18,000.00	100.00	0.00
Subtotal	3,028,000.00	41.11	1,209,666.28	1,244,666.28	1,783,333.72	58.89	35,000.00
Total	3,028,000.00	41.11	1,209,666.28	1,244,666.28	1,783,333.72	58.89	35,000.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36564	06/27/2025	9,165.50			9,165.50		
36964	07/24/2025	28,000.00		28,000.00			
37301	08/26/2025	35,000.00	35,000.00				
Total		72,165.50	35,000.00	28,000.00	9,165.50	0.00	0.00

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

Secure online payment processing for this invoice via ACH or credit card is available at <https://www.billandpay.com/go/greatwesteng>.



2501 Belt View Drive
Helena, MT 59601
Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 37303
Date 08/26/2025

Project **1-21204 Thompson Falls On-Call 2021**

Professional Services from July 20, 2025 through August 16, 2025

Task Order No. 5 - Phase 3 & 4 WW Grant Administration

General Grant Administration

Professional Fees

	Hours	Rate	Billed Amount
Project Administrator	0.25	152.00	38.00
<i>Reviewed schedule for possible grant term extension.</i>			
Certified Grant Writer 2	20.75	184.00	3,818.00
<i>RD funding management discussion with Steve Troendle; amended Status of Funds worksheet as requested by RD's Steve Troendle</i>			
<i>Project funding discussion with city staff</i>			
<i>Discussed status of budget with Mayor following the bid opening.</i>			
<i>Responded to RFI from funding agency; responded to RFI from mayor</i>			
<i>Completed requests for reimbursements and sent to clerk</i>			
<i>Located S&L Underground's SAM.gov registration</i>			
<i>Responded to RFI from funding agency</i>			
<i>responded to RFIs</i>			
<i>Finalized requests for reimbursements</i>			
<i>Complete ARPA draw request and sent it to DNRC staff</i>			
<i>Team conference with RD staff; responded to RFI from funding agency</i>			
Phase subtotal			3,856.00
Task Order No. 5 - Phase 3 & 4 WW Grant Administration subtotal			3,856.00
Invoice total			3,856.00

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
TASK ORDER NO. 5 - PHASE 3 & 4 WW GRANT ADMINISTRATION				
64.7-13 GENERAL GRANT ADMINISTRATION	150,000.00	50,996.23	54,852.23	3,856.00
Total	150,000.00	50,996.23	54,852.23	3,856.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36565	06/27/2025	3,312.00			3,312.00		
36965	07/24/2025	2,576.00		2,576.00			
37303	08/26/2025	3,856.00	3,856.00				
Total		9,744.00	3,856.00	2,576.00	3,312.00	0.00	0.00



2501 Belt View Drive
Helena, MT 59601

Phone: (406) 449-8627

City of Thompson Falls

Project **1-21204 Thompson Falls On-Call 2021**

Invoice number 37303

Date 08/26/2025

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

Secure online payment processing for this invoice via ACH or credit card is available at <https://www.billandpay.com/go/greatwesteng>.



2501 Belt View Drive
Helena, MT 59601
Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 37273
Date 08/23/2025

Project **1-21204 Thompson Falls On-Call 2021**

Professional Services from July 20, 2025 through August 16, 2025

Task Order No. 5 - Phase 3 & 4 WW
CDBG Direct Benefit Administration
Professional Fees

	Hours	Rate	Billed Amount
Certified Grant Writer 2	2.25	184.00	414.00
<i>Responded to RFI from Erin McKeon; discussed project status with Kitty.</i>			
<i>Responded to RFI from funding agency</i>			
<i>August request for funds prep</i>			
Task Order No. 5 - Phase 3 & 4 WW subtotal			414.00

Invoice total **414.00**

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
TASK ORDER NO. 5 - PHASE 3 & 4 WW				
64.8-13 CDBG DIRECT BENEFIT ADMINISTRATION	60,000.00	31,454.53	31,868.53	414.00
Total	60,000.00	31,454.53	31,868.53	414.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36561	06/27/2025	808.00		808.00			
36961	07/24/2025	460.00		460.00			
37273	08/23/2025	414.00	414.00				
Total		1,682.00	414.00	1,268.00	0.00	0.00	0.00

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

Secure online payment processing for this invoice via ACH or credit card is available at <https://www.billandpay.com/go/greatwesteng>.

Jackson Murdo & Grant, P.C.

203 North Ewing Street
Helena, MT
59601

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Date: 08/28/2025
File Number: /
Invoice Number: 18662

Re: Wastewater Phase 3&4 (RD Project)

<u>Date</u>	<u>Initials</u>	<u>Description of Service</u>	<u>Amount</u>
08/28/2025	nb	Bond Counsel Services for above-referenced Bond Issue, including: telephone calls, review, research, analysis, and drafting of documents and correspondence; attendance at conference calls and all costs for completion and mailing of the final transcript	80,000.00
Total Fees			\$80,000.00

TOTAL NEW CHARGES

\$80,000.00

STATEMENT OF ACCOUNT

Current Fees	80,000.00
Current Expenses	0.00

AMOUNT DUE AND OWING TO DATE

\$80,000.00

City of Thompson Falls



Mayor
Russlyn
Leivestad

City Attorney
Timothy Goen

Ward I
Larry Lack
Raoul Ribeiro

Ward II
Earlene Powell
Katherine Maudrone

Ward III
Hayley Allen-
Blakney
Shawni Vaught

September 8, 2025

Montana DNRC
Attention: Heather Reeves
Delivered via Email

RE: City of Thompson Falls Request for Contract Extension

Dear Heather Reeves,

This message is a formal request for a meeting to discuss a potential extension of the grant agreement for our American Rescue Plan Act (ARPA) funded project, Thompson Falls Phase 2 Wastewater Improvements project, Grant Agreement No. AC-22-0064. The current contract is set to end on December 31, 2025.

We have encountered unexpected challenges with the project timeline, including a lengthy lawsuit related to our Phase 1 and Phase 2 wastewater projects. The lawsuit has been settled; however, it used a significant amount of our resources and those of our consultant, Great West Engineering. It also took considerable time to secure the necessary easements and the BNSF pipeline license for construction, requiring us to modify plans and specifications to resolve right-of-way issues, which further delayed the project. Each of these issues was successfully resolved, and on July 31, 2025, we opened bids for the construction contract. On August 11, 2025, we issued the Notice of Award to S&L Underground of Bonner's Ferry, Idaho, and we expect construction to begin on September 14, 2025.

We are dedicated to completing the Phase 3 wastewater infrastructure project and believe a brief discussion would be helpful to review our progress, understand the delays, and explore the possibility of extending the contract term to June 30, 2026.

We are available to meet at your earliest convenience. Please let us know the best dates and times for your schedule.

Thank you for your time and consideration.

Sincerely,

Russlyn Leivestad, Mayor

City of Thompson Falls



Mayor
Russlyn
Leivestad

City Attorney
Timothy Goen

Ward I
Larry Lack
Raoul Ribeiro

Ward II
Earlene Powell
Katherine Maudrone

Ward III
Hayley Allen-
Blakney
Shawni Vaught

September 8, 2025

Montana DNRC
Attention: Melissa Downing
Delivered via Email

RE: City of Thompson Falls Request for Contract Extension

Dear Melissa Downing,

This message is a formal request for a meeting to discuss a potential extension of the grant agreement for our American Rescue Plan Act (ARPA) funded project, Thompson Falls Phase 2 Wastewater Improvements project, Grant Agreement No. RRG-22-1867A. The current contract is set to end on December 31, 2025.

We have encountered unexpected challenges with the project timeline, including a lengthy lawsuit related to our Phase 1 and Phase 2 wastewater projects. The lawsuit has been settled; however, it used a significant amount of our resources and those of our consultant, Great West Engineering. It also took considerable time to secure the necessary easements and the BNSF pipeline license for construction, requiring us to modify plans and specifications to resolve right-of-way issues, which further delayed the project. Each of these issues was successfully resolved, and on July 31, 2025, we opened bids for the construction contract. On August 11, 2025, we issued the Notice of Award to S&L Underground of Bonner's Ferry, Idaho, and we expect construction to begin on September 14, 2025.

We are dedicated to completing the Phase 3 wastewater infrastructure project and believe a brief discussion would be helpful to review our progress, understand the delays, and explore the possibility of extending the contract term to June 30, 2026.

We are available to meet at your earliest convenience. Please let us know the best dates and times for your schedule.

Thank you for your time and consideration.

Sincerely,

Russlyn Leivestad, Mayor

City of Thompson Falls



Mayor
Russlyn
Leivestad

City Attorney
Timothy Goen

Ward I
Larry Lack
Raoul Ribeiro

Ward II
Earlene Powell
Katherine Maudrone

Ward III
Hayley Allen-
Blakney
Shawni Vaught

September 8, 2025

Montana Department of Commerce
Attention: Erin McKeon
Delivered via Email

RE: City of Thompson Falls Request for Contract Extension

Dear Erin McKeon:

This message is a formal request for an extension of the term of the Montana Coal Endowment Program (MCEP) grant agreement for our American Rescue Plan Act (ARPA) funded project, Thompson Falls Phase 3 Wastewater Improvements project, Grant Agreement No. MT-ARPA-23-623. The current contract is set to end on December 31, 2025, and we'd like to extend the term to March 31, 2026.

We have encountered unexpected challenges with the project timeline, including a lengthy lawsuit related to our Phase 1 and Phase 2 wastewater projects. The lawsuit has been settled; however, it used a significant amount of our resources and those of our consultant, Great West Engineering. It also took considerable time to secure the necessary easements and the BNSF pipeline license for construction, requiring us to modify plans and specifications to resolve right-of-way issues, which further delayed the project. Each of these issues was successfully resolved, and on July 31, 2025, we opened bids for the construction contract. On August 11, 2025, we issued the Notice of Award to S&L Underground of Bonner's Ferry, Idaho, and we expect construction to begin on September 14, 2025.

If you wish, we are available to meet with you to discuss our request. Please let us know the best dates and times for your schedule.

Thank you for your time and consideration.

Sincerely,

Russlyn Leivestad, Mayor

**REQUEST FOR ITEM TO BE PLACED ON AGENDA
THOMPSON FALLS CITY COUNCIL**

I, Rusti Phone # _____

request the following item be placed on the agenda for
the September 8 2025, City Council Meeting:

Please give a brief description of the item to be discussed,
approximate time you need and the results you would like to see.

Information: _____

Time: 6:00 pm

Action: Water System Improvements
Project-Engineering Services
Contract

**All agenda requests must be submitted by Noon on
Wednesday before the Council Meeting.**



EXHIBIT "A" SPECIFIC TASK ORDERS

September 4, 2025

City of Thompson Falls
PO Box 99
Thompson Falls, MT 59873
Attn: Russlyn Leivestad, Mayor

**Re: Task Order No. 4, Amendment 5 – Water System Improvements Project
City of Thompson Falls Engineering On-Call
Great West Engineering Project No.1-21204**

Dear Mayor and Council:

This letter constitutes *Task Order No. 4, Amendment 5* to our *Agreement for Professional Services* dated June 21, 2021, for the above-referenced Project. Great West's scope of services, schedule of fees, and schedule for completion of these services ("Services") are as follows:

See Attached Exhibit K - EJCDC Contract-Amendment 5 (Bidding, Construction, Resident Project, Resident-RPR and post Construction Service)s for Water System Improvements Project

As compensation for these Services, Client shall pay Great West at the Schedule of Billing Rates, plus expenses, the estimated total amount summarized below for this amendment amount. This amount cannot be exceeded without the Client's prior written approval.

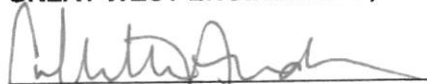
Original agreement amount:	\$ 30,000
Net change for prior amendments:	\$ 750,000
This amendment amount:	\$ 625,000
Adjusted Agreement amount:	\$1,405,000

Please have an authorized representative sign both originals of this letter and return one executed original to Great West at the following address:

Great West Engineering, Inc.
2501 Belt View Drive
Helena, MT 59601

Acknowledgment. This *Task Order No. 4, Amendment 5*, is agreed to by the parties, is effective as of the date of this letter, and becomes a part of the *Agreement for Professional Services* between the parties, which is dated June 21, 2021 & was extended May 27, 2025.

GREAT WEST ENGINEERING, INC.


Collette Anderson, PE

Water/Wastewater Service Group Director

CITY OF THOMPSON FALLS

Russlyn Leivestad, Mayor

Date

This is **EXHIBIT K**, consisting of 5 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated November 11, 2021.

AMENDMENT TO OWNER-ENGINEER AGREEMENT
Task Order 4, Amendment No. 5

The Effective Date of this Amendment is September 4, 2025

Background Data

Effective Date of Owner-Engineer Agreement: November 11, 2021

Owner: City of Thompson Falls

Engineer: Great West Engineering

Project: Water System Improvements Project

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

- ☒ Additional Services to be performed by Engineer
- ☒ Modifications to services of Engineer
- ☐ Modifications to responsibilities of Owner
- ☒ Modifications of payment to Engineer
- ☒ Modifications to time(s) for rendering services
- ☐ Modifications to other terms and conditions of the Agreement

Description of Modifications:

This Amendment is specifically for the services associated with the bidding, construction, inspection (resident project representative) and post construction services for the Water Improvement project. The project is the Water System improvements project as included in the preferred alternatives in the 2022 Water System PER update (Alternatives S-2 Drill a New Source Well, R-2b – 400,000-gallon Prestressed Concrete Tank, D-2 Replace undersized and Aging Mains with PVC phased to the extent funding is available and D-3 Golf Street loop & Main Replacement of 6" Steel Wrapped).

Great West Engineering's scope of work under this Amendment No. 5 will include bidding or negotiating services, construction services, inspection and post construction for the construction of a new 400,000-gallon water tank with all necessary piping, fittings and connections to the

existing system, replacement of approximately 6,900 LF of 6" and 8" PVC water main water main and associated fittings, valves, air release valves, hydrants, individual service connections, connections to existing mains and safe abandonment of old mains.

Engineering services for bidding services, construction services, additional services for resident inspector representative, and post-construction services for the drilling of the new source well for the water improvements project will be contracted under a separate amendment to this task order once DEQ approval to bid the well drilling is received by the City.

Bidding and Negotiating Phase (EJCDC Exhibit A Section A.1.04) – replace as follows:

Bidding or Negotiating Phase A.1.04.A

9. Perform or provide the following other Bidding or Negotiating Phase tasks or deliverables:
None identified.

Bidding or Negotiating Phase A.1.04.B

The Bidding or Negotiating Phase will be considered complete upon commencement of the Construction Phase or upon cessation of negotiations with prospective contractors (except as may be required if Exhibit F is a part of this Agreement). It is anticipated that the bidding phase will be conducted for a period of 30 days.

Construction Phase (EJCDC Exhibit A Section A.1.05) – replace as follows:

A1.05.A.24. Other Tasks: Perform or provide the following other Construction Phase tasks or deliverables: None identified.

A1.05.B. Duration of Construction Phase: The Construction Phase will commence with the execution of the first Construction Contract for the Project or any part thereof and will terminate upon written notice recommendation by Engineer for final payment to Contractors. The construction phase is anticipated to be concluded over a period of 220 days. If the Project involves more than one prime contract as indicated in Paragraph A1.03.D, then Construction Phase services may be rendered at different times in respect to the separate contracts. Subject to the provisions of Article 3, Engineer shall be entitled to an equitable increase in compensation if Construction Phase services (including Resident Project Representative services, if any) are required after the original date for completion and readiness for final payment of Contractor as set forth in the Construction Contract.

Post-Construction Phase (EJCDC Exhibit A Section A.1.06) – replace as follows:

A1.06.A.3. Perform or provide the following other Post-Construction Phase tasks or deliverables: Record Drawings.

Add the following to Exhibit C – Section C2.01. – Compensation Packet BC-1: Basic Services – Lump Sum:

Payments to Engineer for Services and Reimbursable Expenses
COMPENSATION PACKET BC-1: Basic Services – Lump Sum

Article 2 of the Agreement is supplemented to include the following agreement of the parties:

ARTICLE 2 – OWNER’S RESPONSIBILITIES

C2.01 Compensation for Basic Services (other than Resident Project Representative) – Lump Sum Method of Payment

A. Owner shall pay Engineer for Basic Services set forth in Exhibit A, except for services of Engineer’s Resident Project Representative, if any, as follows:

1. A Lump Sum amount of \$335,000 based on the following estimated distribution of compensation:
 - a. Study and Report Phase (A1.01) \$ NA
 - b. Preliminary Design Phase (A1.02) \$ NA
 - c. Final Design Phase (A1.03) \$ NA
 - d. Bidding and Negotiating Phase (A1.04) \$ 48,000 (Amend. No. 4 & 5)
 - e. Construction Phase (A1.05) \$ 253,000 (Amend. No. 4 & 5)
 - f. Post-Construction Phase (A1.06) \$ 34,000 (Amend. No. 4 & 5)
2. Engineer may alter the distribution of compensation between individual phases noted herein to be consistent with services actually rendered, but shall not exceed the total Lump Sum amount unless approved in writing by the Owner.
3. The Lump Sum includes compensation for Engineer’s services and services of Engineer’s Consultants, if any. Appropriate amounts have been incorporated in the Lump Sum to account for labor costs, overhead, profit, expenses (other than any expressly allowed Reimbursable Expenses), and Consultant charges.
4. In addition to the Lump Sum, Engineer is also entitled to reimbursement from Owner for the following Reimbursable Expenses (see Appendix 1 for rates or charges): none
5. The portion of the Lump Sum amount billed for Engineer’s services will be based upon Engineer’s estimate of the percentage of the total services actually completed during the billing period. If any Reimbursable Expenses are expressly allowed, Engineer may also bill for any such Reimbursable Expenses incurred during the billing period.

Period of Service: The compensation amount stipulated in Compensation Packet BC-1 is conditioned on a period of service not exceeding 36 months. If such period of service is extended, the compensation amount for Engineer's services shall be appropriately adjusted.

Compensation Packet RPR-2 (EJCDC C2.04) – replace as follows:

A. *Owner shall pay Engineer for Resident Project Representative Basic Services as follows:*

1. *Resident Project Representative Services:* For services of Engineer's Resident Project Representative under Paragraph A1.05.A of Exhibit A, an amount equal to the cumulative hours charged to the Project by each class of Engineer's personnel times Standard Hourly Rates for each applicable billing class for all Resident Project Representative services performed on the Project, plus related Reimbursable Expenses and Engineer's Consultant's charges, if any. The total compensation under this paragraph is estimated to be \$387,000 based upon full-time RPR services on an eight-hour workday, Monday through Friday, over a 220 day construction schedule.

Agreement Summary:

Description of Service		EJCDC Contract (TO 4)	Amend. 1, 2 3 & 4	Amend. 5	Total	Basis of Compensation
1.	Basic Services (Part 1 of Exhibit A)					
a.	Study and Report Phase (A1.01)	\$ 30,000	NA	NA	\$30,000	Hourly Rates
b.	Preliminary Design Phase (A1.02)	TBD	\$ 250,000	\$ -	\$250,000	Hourly Rates
c.	Final Design Phase (A1.02)	TBD	\$ 235,000	\$ -	\$235,000	Hourly Rates
d.	Bidding or Negotiating Phase (A1.04)	TBD	\$ 8,000	\$ 40,000	\$48,000	Lump Sum
e.	Construction Phase (A1.05)	TBD	\$ 23,000	\$ 230,000	\$253,000	Lump Sum
f.	Resident Project Representative Services (A1.05.A.2)	TBD	\$ 62,000	\$325,000	\$387,000	Hourly Rates
g.	Post-Construction Phase (A1.06)	TBD	\$ 4,000	\$ 30,000	\$34,000	Lump Sum
Subtotal for Basic Service		\$ 30,000	\$ 582,000	\$ 625,000	\$1,237,000	
2.	Additional Services (Part 2 of Exhibit A)					
a.	Grant Application-MCEP (A2.01.A.32.a)	\$ -	\$ 12,500	\$ -	\$12,500	Hourly Rates
b.	Grant Application-DNRC (A2.01.A.32.b)	\$ -	\$ 4,500	\$ -	\$ 4,500	Hourly Rates
c.	RD Funding Application (A2.01.A.32.e)	\$ -	\$ 5,000	\$ -	\$ 5,000	Hourly Rates
d.	RD Environmental Report (A2.01.A.32.e)	\$ -	\$ 5,000	\$ -	\$ 5,000	Hourly Rates
e.	Grant Administration (A2.01.A.33)	\$ -	\$ 76,000	\$ -	\$76,000	Hourly Rates
f.	Geotechnical Analysis (A2.01.A.34)	\$ -	\$ 25,000	\$ -	\$25,000	Hourly Rates
g.	Right-of-Way Easements/Permits (A2.01.A.35)	\$ -	\$ 20,000	\$ -	\$20,000	Hourly Rates
h.	Hydrogeologic Assessment (A2.01.A.36)	\$ -	\$ 20,000	\$ -	\$20,000	Hourly Rates
Subtotal for Additional Services		\$ 0.00	\$ 168,000	\$ 0	\$ 168,000	
TOTAL COMPENSATION		\$ 30,000	\$750,000	\$625,000	\$ 1,405,000	

Exhibit K – Amendment to Owner-Engineer Agreement.

EJCDC® E-500, Agreement Between Owner and Engineer for Professional Services.

Copyright © 2014 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

Agreement Summary:

Original agreement amount:	\$ <u>30,000</u>
Net change for prior amendments:	\$ <u>750,000</u>
This amendment amount:	\$ <u>625,000</u>
Adjusted Agreement amount:	\$ <u>1,405,000</u>

Change in time for services (days or dates, as applicable):
This Amendment is based on construction taking place with a 220 calendar day inspection period with an 11-month inspection taking place approximately 11 months after substantial completed of the construction is achieved.

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

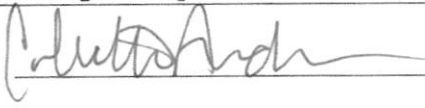
OWNER:
Thompson Falls

By: _____
Print name: Russlyn Leivestad

Title: Mayor

Date Signed: _____

ENGINEER:
Great West Engineering

By: 
Print name: Collette Anderson, PE

Title: Water/Wastewater Service Group Director

Date Signed: 9-4-2025

**REQUEST FOR ITEM TO BE PLACED ON AGENDA
THOMPSON FALLS CITY COUNCIL**

I, Rusti Phone # _____

request the following item be placed on the agenda for
the September 8 2025, City Council Meeting:

Please give a brief description of the item to be discussed,
approximate time you need and the results you would like to see.

Information: _____

Time: 6:00 pm

Action: Water Project Pay Application
for Reimbursement

**All agenda requests must be submitted by Noon on
Wednesday before the Council Meeting.**

tfl3557@blackfoot.net

From: Craig Erickson <cerickson@greatwesteng.com>
Sent: Thursday, September 4, 2025 12:49 PM
To: Russlyn Leivestad (tfallsmayor@blackfoot.net); Kelliann Barton (tfl3557@blackfoot.net)
Cc: Carrie Gardner; Collette T. Anderson; Craig Erickson
Subject: Water
Attachments: Thompson Falls Water Budget_Status_Invoice Tracking_September 2025.xlsx; ARPA #13 with Supporting Materials.pdf; ARPA Request for Meeting for Contract Extension_September 2025.docx

Good morning,

I have sent you each of the documents related to the latest request for reimbursement for the water project. Please arrange to have the following documents signed and returned to me.

- ARPA Vendor Inv. #13 – PDF page 1
- Engineering Invoice Summary – PDF page 6

We have also sent you a copy of your request for a meeting with DNRC to discuss the possible extension of the ARPA grant agreement. Please revise the request if necessary and send me a signed copy of the letter along with the other documents.

Thank you,



Craig Erickson, CGW
Senior Funding Specialist

d: (406) 495-6189
c: (406) 399-0104

2501 Belt View Drive
Helena, MT 59601

This message has been sent to you as the official business of Great West Engineering. This e-mail and any attachments may be considered confidential. If you are not the intended recipient, please be

STATE OF MONTANA VENDOR INVOICE		COMPLETE VENDOR INVOICE FOR REIMBURSEMENT ATTACH COPIES OF SUPPORTING DOCUMENTATION SIGN AND DATE BELOW BEFORE SUBMITTING TO DNRC FOR REIMBURSEMENT			
VENDOR'S NAME AND ADDRESS City of Thompson Falls PO Box 99 Thompson Falls, MT 59873		DNRC-CARDD PO Box 201601 Helena, MT 59620-1601			
Grant Agreement #	AMC-23-0068	Project Name Thompson Falls Water Supply, Storage, and Distribution System Imp.			
DNRC Grant Manager	Heather Reeves	Claim Number Thirteen (13)			
QUANTITY	DESCRIPTION OF GOODS DELIVERED OR SERVICES RENDERED				AMOUNT
	Vendor	Invoice Number	Dates of Service	Task Description	
1	Great West Eng	37302	26-Aug-25	Preliminary Design	\$ 5,661.50
1	Great West Eng	37302	26-Aug-25	Final Design	\$ 6,324.50
GRAND TOTAL					\$ 11,986.00

STATE USE ONLY APPROVED FOR PAYMENT		<i>I certify that this invoice is correct in all respects and that payment has not been received.</i>	
		Vendor Name (Authorized Person)	Russlyn Leivestad
DNRC Authorized		Date Processed	
Date		Vendor's Signature	
		Title	Mayor



ARPA Water & Sewer Infrastructure Grant Program
2025 Progress Report Form

General Information

Subrecipient Entity: Thompson Falls, City of
Project Title: Thompson Falls Water Supply, Storage, and Distribution System Improvements
Grant Agreement Number(s): AMC-23-0068
Grant Term End Date(s): November 30, 2025

Form Preparer Name: Craig Erickson
Form Preparer Phone: (406) 399-0104
Form Preparer Email: cerickson@greatwesteng.com
Reporting Period: July 20, 2025 – August 16, 2025
Provide a beginning and end date. Example: January 1, 2024 – March 31, 2024.

Quarterly Report Type

- ☐ Progress Report **with** Reimbursement Request.
☒ Progress Report **without** Reimbursement Request.

Final Reports – Do not use this form. See [Progress Reports, Amendments, and Closeout](#) on the ARPA Grant Management page for instructions on how to complete your Final Report.

Required Report Attachments

Check to indicate the required attachments are included with this report.

- ☒ **Updated [Schedule Form](#) is included with this report (REQUIRED).**
The schedule form should be an accurate reflection of the status of the project, including bid and construction information. **The schedule you are attaching must be appropriate given the Grant Term End Date in the grant agreement (or executed grant amendment).**
- ☒ **Updated [Uniform Budget Tracking Spreadsheet](#) is included with this report (REQUIRED).**
Include an updated budget spreadsheet that reflects current and previous expenditures on the grant(s). The tracker should be accurate through the end of the reporting period and include all incurred expenditures for all funding sources regardless of whether a reimbursement is requested. **Attachment B – Budget in the grant agreement (or executed grant amendment) must match the current project budget you are attaching.**

Sam.Gov Expiration: 01/03/2026

Progress Reporting

1. Grant Activities this Reporting Period (REQUIRED)

List project tasks outlined in Attachment A – Scope of Work in the grant agreement (or executed grant amendment). Summarize activities that occurred under each task during the reporting period, including tasks with no activity. Provide an overview of progress on the overall project. Indicate tasks completed.

Example

- *Deliverable: Installation of 1900 linear feet of 8" water main. Update: Installation in 80% complete.*
- *Deliverable: Replace existing well pumps and controls. Update: No activity this quarter.*

The following scope of work will help address the deficiencies of the wastewater system. This scope of work is the object of the ARPA grant. It will use ARPA Competitive Grant funds for professional services, construction, and engineering-basic services associated with the following activities. Activities include:

- Deliverable: Drill a new source well to provide an additional 500 gallons per minute capacity.
Update: Construction is 0% complete
 - *Great West continues to work on the plans and specifications for the new water supply.*
- Deliverable: Construct a new 400,000-gallon prestressed concrete tank adjacent to the Jefferson Tank site.
 - **Update: Construction is 0% complete.**
 - *The city has started the process of soliciting bids for the construction contract and will host a pre-bid conference at 11:00 a.m. on September 11th.*
- Deliverable: Replace 12 blocks of undersized and leaking water main with approximately 8,200 lineal feet of new eight-inch (8) PVC water main.
Update: Construction is 10% complete.
 - *Construction of the Church Street Main Replacement is 100% complete. It accounts for approximately 10% of this deliverable.*
 - *The city has started the process of soliciting bids for the construction contract and will host a pre-bid conference at 11:00 a.m. on September 11th with the bid opening set for 2:00 p.m. on September 23rd.*
- Deliverable: Replace 3,200 linear feet of eight (8) inch water main loop on Golf Street.
Update: Construction is 0% complete.
- Deliverable: Replace 2,500 linear feet of eight (8) inch transmission main from the well site to Ashley Tank.
Update: Construction is 0% complete.
- Deliverable: Install associated valves, fittings, five (5) air release/blowoffs, and six (6) new fire hydrants,
Update: Installation is 0% complete.
- Deliverable: Replace 26 new service lines.
Update: Replacement is 0% complete.
- Deliverable: Replace 570 lineal feet of one-inch service line.
Update: Replacement is 0% complete
- Deliverable: Replace 26-meter pits.
Update: Replacement is 0% complete

Problems or Concerns (REQUIRED)

Discuss any problems or concerns that have arisen (e.g., problems with the schedule, subcontractors, or budget items). Include steps underway to alleviate problems.

None

2. Next Reporting Period's Grant Activities (REQUIRED)

List project tasks outlined in Attachment A – Scope of Work in the grant agreement (or executed grant amendment). Summarize activities that will occur next quarter under each task, including tasks with no expected activity. Indicate tasks expected to be completed.

- In late August, the City will seek bids for the construction contracts for Phases 1 and 2 of the projects. Phase 1 involves the construction of distribution system improvements, while Phase 2 pertains to the tank project.

Grant Agreement Review Checklist

Review the ARPA Grant Agreement(s) and executed grant amendment(s). Respond to the questions below.

1. Review Agreement Section 2. Term – Is the Term End Date in the grant agreement still appropriate for the project?

☐ **YES** – Term End Date in the grant agreement is appropriate for the project to date.

☒ **NO or NOT SURE – Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

2. Review Grant Agreement Attachment A – Scope of Work (Tasks/Deliverables) – Do the tasks/deliverables listed in the Scope of Work in the grant agreement (or executed grant amendment) accurately reflect the project to date?

☒ **YES** – Scope of Work in the grant agreement accurately reflects the project to date.

☐ **NO or NOT SURE – Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

3. Review Grant Agreement Attachment B – Budget – Do the DNRC ARPA grant funds and matching funds in the budget in the grant agreement (or executed grant amendment) accurately reflect the project to date?

☒ **YES** – The budget in the grant agreement accurately reflects the project to date.

☐ **NO or NOT SURE – Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

Additional Report Attachments (Optional)

Attach pictures, articles, maps, or any other document related to this quarter that you would like to include in the report.

Verification of Subrecipient Concurrence

REQUIRED only if Form Preparer is not from Subrecipient Entity

Subrecipient Contact Full Name: Kelliann Barton

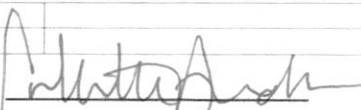

Subrecipient Contact Title: Clerk/Treasurer, City of Thompson Falls

Subrecipient Contact Email: Tfl3557@blackfoot.net

☒ The Subrecipient Contact listed above has reviewed this Progress Report and supporting documents and concurs with the information provided.

See the Reimbursements and Budget Tracking tab on the [DNRC ARPA Grant Management webpage](#) for documents and training videos.

EJCDC Engineering Invoice Summary

City of Thompson Falls, MT						Invoice Number: 37302	
						Invoice Date: 8/26/2025	
						Due Date: 9/25/2025	
Project: Thompson Falls Water System Improvements - CRDA #10.760						Billing Period: 7/20/25-8/16/25	
Exhibit C payment	Service	Original Contract Amount	Amendments	Revised Contract Amount	Paid To Date	Due This Invoice	Balance Remaining
Exhibit C Basic Services	Preliminary Design Phase	\$ 250,000.00	\$ -	\$ 250,000.00	\$ 229,591.72	\$ 5,661.50	\$ 14,746.78
	Final Design Phase	\$ 235,000.00		\$ 235,000.00	\$ 84,439.37	\$ 6,324.25	\$ 144,236.38
	Bidding Phase	\$ -	\$ 8,000.00	\$ 8,000.00	\$ 5,900.12		\$ 2,099.88
	Construction Phase	\$ -	\$ 23,000.00	\$ 23,000.00	\$ 17,215.15		\$ 5,784.85
	Post Construction Phase	\$ -	\$ 4,000.00	\$ 4,000.00			\$ 4,000.00
					\$ -		\$ -
	Subtotal	\$ 485,000.00	\$ 35,000.00	\$ 520,000.00	\$ 337,146.36	\$ 11,985.75	\$ 170,867.89
Exhibit C							
RPR-2	Resident Project Representative (\$ -	\$ 62,000.00	\$ 62,000.00	\$ 58,580.99		\$ 3,419.01
	Subtotal	\$ -	\$ 62,000.00	\$ 62,000.00	\$ 58,580.99	\$ -	\$ 3,419.01
EXHIBIT C Additional Services	Additional Services - GeoTech	\$ 25,000.00		\$ 25,000.00	\$ 25,000.00	\$ -	\$ -
	Additional Services - Hydrogeo Analysis	\$ 20,000.00		\$ 20,000.00	\$ 19,973.40		\$ 26.60
	Additional Services - ROW & Easement	\$ 20,000.00		\$ 20,000.00	\$ 4,795.20	\$ -	\$ 15,204.80
		\$ -		\$ -		\$ -	\$ -
	General Grant Admin	\$ 76,000.00	\$ -	\$ 76,000.00	\$ 26,121.25	\$ 732.00	\$ 49,146.75
	Subtotal	\$ 141,000.00	\$ -	\$ 141,000.00	\$ 75,889.85	\$ 732.00	\$ 64,378.15
Total Current Billing:		\$ 626,000.00	\$ 97,000.00	\$ 723,000.00	\$ 471,617.20	\$ 12,717.75	\$ 238,665.05
Summary							
	Basic Services	\$ 485,000.00	\$ 35,000.00	\$ 520,000.00	\$ 337,146.36	\$ 11,985.75	\$ 170,867.89
	RPR	\$ -	\$ 62,000.00	\$ 62,000.00	\$ 58,580.99	\$ -	\$ 3,419.01
	Add. Services less Project admin	\$ 65,000.00	\$ -	\$ 65,000.00	\$ 49,768.60	\$ -	\$ 15,231.40
	Subtotal	\$ 550,000.00	\$ 97,000.00	\$ 647,000.00	\$ 445,495.95	\$ 11,985.75	\$ 189,518.30
	Project administration	\$ 76,000.00	\$ -	\$ 76,000.00	\$ 26,121.25	\$ 732.00	\$ 49,146.75
	Total	\$ 626,000.00	\$ 97,000.00	\$ 723,000.00	\$ 471,617.20	\$ 12,717.75	\$ 238,665.05
	Funds Difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Is the % of RPR fees claimed in line with the total % of Construction completed?				YES/NO Circle One		(If NO, explain on attached sheet)	
							
Submitting Engineer's Signature				Owner's Approval Signature			



2501 Belt View Drive
Helena, MT 59601

Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 37302
Date 08/26/2025

Project **1-21204 Thompson Falls On-Call 2021**

Professional Services from July 20, 2025 through August 16, 2025

Task Order No. 4 - Water System PER Update

Preliminary Design

Professional Fees

	Hours	Rate	Billed Amount
Assistant Project Manager	2.75	144.00	396.00
Senior Hydrogeologist	1.00	204.00	204.00
Engineer 3	4.00	170.00	680.00
Engineer 4	19.75	194.00	3,831.50
Consultant			
	Units	Rate	Billed Amount
General Consultant			
TESla Engineering, LLC			550.00
Phase subtotal			5,661.50

Final Design

Professional Fees

	Hours	Rate	Billed Amount
Engineer 2	9.00	160.00	1,440.00
Engineer 4	16.50	194.00	3,201.00
Engineer 5	7.50	217.00	1,627.50
Engineer 6	0.25	223.00	55.75
Phase subtotal			6,324.25

Grant Administration

Professional Fees

	Hours	Rate	Billed Amount
Project Assistant	0.50	100.00	50.00
Project Administrator	0.25	152.00	38.00
Certified Grant Writer 2	3.50	184.00	644.00
Phase subtotal			732.00
Task Order No. 4 - Water System PER Update subtotal			12,717.75

Invoice total **12,717.75**

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
63-13 TASK ORDER NO. 4 - WATER SYSTEM PER UPDATE				
63.1-13 STUDY & REPORT PHASE	30,000.00	29,998.99	29,998.99	0.00
63.2-13 PRELIMINARY DESIGN	250,000.00	229,591.72	235,253.22	5,661.50
63.3-13 FINAL DESIGN	235,000.00	84,439.37	90,763.62	6,324.25
63.4-13 BIDDING	8,000.00	5,900.12	5,900.12	0.00
63.5-13 CONSTRUCTION	23,000.00	17,215.15	17,215.15	0.00
63.6-13 RESIDENT PROJECT REPRESENTATIVE	62,000.00	58,580.99	58,580.99	0.00
63.7-13 POST-CONSTRUCTION	4,000.00	0.00	0.00	0.00
63.8-13 GRANT WRITING - MCEP APPLICATION	12,500.00	12,497.75	12,497.75	0.00
63.9-13 GRANT WRITING - DNRC APPLICATION	4,500.00	4,494.00	4,494.00	0.00
63.10-13 RD FUNDING APPLICATION	5,000.00	4,978.25	4,978.25	0.00
63.11-13 RD ENVIRONMENTAL REPORT	5,000.00	4,976.50	4,976.50	0.00
63.12-13 GRANT ADMINISTRATION	76,000.00	26,121.25	26,853.25	732.00
63.13-13 GEOTECHNICAL ANALYSIS	25,000.00	25,000.00	25,000.00	0.00
63.14-13 RIGHT-OF-WAY EASEMENTS/PERMITS	20,000.00	4,795.20	4,795.20	0.00
63.15-13 HYDROGEOLOGIC ASSESSMENT	20,000.00	19,973.40	19,973.40	0.00
Subtotal	780,000.00	528,562.69	541,280.44	12,717.75
Total	780,000.00	528,562.69	541,280.44	12,717.75

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36568	06/27/2025	42,528.86			42,528.86		
36966	07/24/2025	18,593.00		18,593.00			
37302	08/26/2025	12,717.75	12,717.75				
Total		73,839.61	12,717.75	18,593.00	42,528.86	0.00	0.00

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

Secure online payment processing for this invoice via ACH or credit card is available at <https://www.billandpay.com/go/greatwesteng>.

City of Thompson Falls



Mayor
Russlyn
Leivestad

City Attorney
Timothy Goen

Ward I
Larry Lack
Raoul Ribeiro

Ward II
Earlene Powell
Katherine Maudrone

Ward III
Hayley Allen-
Blakney
Shawni Vaught

September 8, 2025

Montana DNRC
Attention: Heather Reeves
Delivered via Email

RE: City of Thompson Falls Request for Contract Extension

Dear Heather Reeves,

This message is a formal request for a meeting to discuss a potential extension of the grant agreement for our American Rescue Plan Act (ARPA) funded project, Thompson Falls Water Supply, Storage and Distribution System Improvements project, Grant Agreement No. AC-23-0068. The current contract is set to end on November 30, 2025.

We have faced unexpected challenges with the project timeline, including a lengthy lawsuit related to our Phase 1 and Phase 2 wastewater projects. The lawsuit has been settled; however, it consumed a significant amount of our resources and those of our consultant, Great West Engineering. It also took considerable time to complete the hydrogeological report, PWS 6 Report, and to finalize the plans and specifications for each phase of the project. The contract for the distribution system improvements and the storage tank is now out for bid, with the bid opening scheduled for 2:00 p.m. on September 23rd. The plans, specifications, and the DEQ PWS-6 report are also complete. DEQ has reviewed and provided comments on the PWS-6 report, and Great West is currently preparing our response to those comments. We expect to have the well project out for bid by the end of October.

We are dedicated to completing the project as quickly as possible, and we believe a brief discussion would be helpful to review our progress, understand the delays, and explore the possibility of extending the contract term to June 30, 2026.

We are available to meet at your earliest convenience. Please let us know the best dates and times for your schedule.

Thank you for your time and consideration.

Sincerely,

Russlyn Leivestad, Mayor