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November 22, 2022

Cody Sylvester, P.E.
Project Engineer
City of Blaine
10801 Town Square Drive NE
Blaine, MN 55449

RE: Proposal for **Design and Construction Services** for 2023 Southwest Area Street Reconstruction Project
City of Blaine, MN

Mr. Sylvester:

The project scope and proposed fees have been prepared as requested to complete the design and construction services for the reconstruction of the following streets in the City of Blaine:

- Area 1
 1. 90th Avenue (from Polk Street to cul-de-sac)
 2. 90th Lane (from Polk Street to Fillmore Street)
 3. 91st Avenue (from Polk Street to Pierce Street)
 4. Taylor Street (from 90th Lane to 91st Avenue)
 5. Fillmore Street (from 90th Lane to 91st Avenue)
 6. Pierce Street (from 89th Avenue to 91st Avenue)
- Area 2
 1. 3rd Street (from 90th Avenue to 90th Lane)
 2. 6th Street (from 90th Avenue to 90th Lane)
 3. 90th Avenue (from 3rd Street to 6th Street)
 4. 90th Lane (from University Avenue to 7th Street)
- Area 3
 1. 92nd Avenue (from University Avenue to 3rd Street)
 2. 92nd Lane (from University Avenue to 3rd Street)
 3. 3rd Street (from cul-de-sac to 92nd Lane)

All streets will be reconstructed to the city's standard residential street typical section, including concrete curb and gutter. Existing storm sewer will be supplemented with new storm sewer as needed. Additional details of the project scope, fee and schedule are provided in the following paragraphs.

Project Scope

Task 3 – Design Services

(Note: Tasks 1 and 2 were included in the original contract for preliminary survey and feasibility report).

As part of Task 3, we will perform the following:

- Final design, including spot potholing of existing utilities
- Preparation of plans and specifications
- Obtain applicable watershed, state, and county permits
- Assistance with bidding by answering contractor questions and preparing addendums if required (it is understood the city will submit the ad-for-bid, open the bids, and prepare the bid abstract).

Task 4 – Construction Staking

Complete all construction staking for the project.

Task 5 – Construction Observation and Administration

Perform full time on-site construction observation during the project. Services to be provided include:

- Ensure compliance with project drawings, specifications, and expectations
- Coordinate and document materials testing
- Document quantities and prepare payrequests
- Prepare weekly inspection reports
- Monitor and maintain all required documentation
- Provide quality assurance inspection for SWPPP
- Ongoing communication and coordination with residents and affected business owners
- Punchlist preparation and follow up
- Obtain as-built information as appropriate and prepare record drawings.

Proposed Fee

The following table summarizes our fees for each task. An itemized breakdown of our engineering fees is shown in the attached Fee Schedule.

| Estimated Fees | | |
|----------------|--------------------------------|------------------|
| Task | Description | Amount |
| 3 | Design | \$138,900 |
| 4 | Construction Staking | \$74,460 |
| 5 | Construction Observation/Admin | \$232,680 |
| | Total Estimated Fee | \$446,040 |

Task 3 shall be Hourly Not to Exceed, subject only to adjustments for a change in scope of services performed, agreed upon in writing by the City and the Consultant.

Tasks 4 and 5 are estimated amounts. Actual costs and time spent shall be invoiced hourly.

Note: Tasks 1 and 2 were included in a previous proposal for preliminary survey and feasibility report.

Proposed Project Schedule

Design of the project would occur in 2022/2023 and construction during the summer of 2023.

Therefore, the following schedule allows for construction to be completed during the 2023 construction season:

| Proposed Project Schedule | |
|--|--------------------|
| Council receives feasibility report, orders public improvement hearing | November 7, 2022 |
| Open house meeting | November 15, 2022 |
| Public improvement hearing, council orders project, authorizes plans/specs | December 5, 2022 |
| Council approves plans/specs, sets bid date | January 16, 2023 |
| Open Bids | February 13, 2023 |
| Council awards contract | March 6, 2023 |
| Construct Improvements | May - October 2023 |
| Assessment hearing | Spring 2024 |
| First assessment payment due with real estate taxes | Spring 2025 |

Acceptance

Please indicate your acceptance of this proposal by signing on the signature block below and returning a copy to us.

We appreciate the opportunity to submit this proposal, we and look forward to working with you on this project. If you have any questions regarding this proposal, please contact me at 651-968-7742.

Bolton & Menk, Inc.



Michael Nill, P.E. (MN, WI)

Principal Engineer

City of Blaine

By: _____

Printed Name: Tim Sanders

Title: Mayor

Date: _____

By: _____

Printed Name: Michelle Wolfe

Title: City Manager

Date: _____

Fee Schedule - 2023 Southwest Area Street Reconstruction Project

| Task No. | Work Task Description | Principal Engineer/ Project Manager | Water Resources Engineer | Design Engineer | Construction Manager | Project Manager/ Construction Observer | Intern | Survey Project Manager | Surveyor | Clerical | Total Hours | Total Cost |
|--|---------------------------------|--|-----------------------------|-----------------|----------------------|---|----------|---------------------------|----------|----------|----------------|---------------|
| Task 3 - Design | | | | | | | | | | | | |
| 3.1 | Final design | 60 | 80 | | | 80 | | | | | 220 | \$35,700 |
| 3.2 | Preparation of plans/specs | 60 | | 200 | | 280 | | | | 4 | 544 | \$78,900 |
| 3.3 | Watershed permitting | | 80 | | | | | | | | 80 | \$12,000 |
| 3.4 | County/MnDOT permitting | 4 | | 10 | | 20 | | | | | 34 | \$5,020 |
| 3.5 | Assistance with bidding | 4 | | | | 10 | | | | | 14 | \$2,280 |
| 3.6 | Potholing private utilities | | | | | | | | | | | \$5,000 |
| | Sub-Total Task 3 | | | | | | | | | | | \$138,900 |
| Task 4 - Construction Staking | | | | | | | | | | | | |
| 4.1 | Reestablish control | | | | | | | | 16 | | 16 | \$2,848 |
| 4.2 | Stake out files | | | 24 | | | | | | | 24 | \$2,976 |
| 4.3 | Staking | | | | | | | | 350 | | 350 | \$62,300 |
| 4.4 | Project management/coordination | | | | | 12 | | 24 | | | 36 | \$6,336 |
| | Sub-Total Task 4 | | | | | | | | | | | \$74,460 |
| Task 5 - Construction Observation and Administration | | | | | | | | | | | | |
| 5.1 | Construction Observation | | | | 120 | 840 | 660 | | | | 1620 | \$206,400 |
| 5.2 | Construction Administration | 24 | | | | 120 | | | | 36 | 180 | \$26,280 |
| | Sub-Total Task 5 | | | | | | | | | | | \$232,680 |
| | Total Hours | 152 | 160 | 234 | 120 | 1362 | 660 | 24 | 366 | 40 | 3118 | |
| | Hourly Rate | \$195.00 | \$150.00 | \$124.00 | \$175.00 | \$150.00 | \$90.00 | \$189.00 | \$178.00 | \$100.00 | | |
| | TOTAL COST | \$29,640 | \$24,000 | \$29,016 | \$21,000 | \$204,300 | \$59,400 | \$4,536 | \$65,148 | \$4,000 | | \$446,040 |