



ENGINEERING SERVICES FOR LEAD WATER SERVICE REPLACEMENTS (LONDON ROAD LSLR)

SOLICITATION #24 99591

CITY OF DULUTH

July 31, 2024





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Brad Scott, PE
Senior Engineer
City of Duluth Engineering
City Hall, Room 230
411 West 1st Street
Duluth, MN 55802-1191
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RE: ENGINEERING SERVICES FOR LEAD WATER SERVICE REPLACEMENTS (LONDON ROAD LSLR), #24-99591

The deadline for lead service line replacement (LSLR) this October is fast approaching. The City of Duluth's ambitious approach for LSLR has been recognized by other communities for its success. LHB is honored to have played a role in helping the City achieve its goal to replace the 10,700 services on time. We recognize your need for an experienced firm with the capacity to meet your deadline.

During our 2023 and 2024 projects in the Lincoln Park and Fairmount neighborhoods, LHB has continually evolved and improved the inspection, design, and delivery process, to better serve the City. We look forward to applying these improvements to the City of Duluth's Solicitation #24-99591 RFP - Engineering Services for Lead Water Service Replacements (London Road LSLR). Due to our past LSLR experience, and our work as the designer for MnDOT's reconstruction of London Road, we bring important features that will benefit the City by selecting LHB.

MnDOT and Duluth Project Knowledge Makes Coordination Easier: LHB is currently leading design and supporting services for MnDOT's London Road Reconstruction Project (S.P. 6925-145). We possess extensive knowledge of the upcoming improvements, environmental processes, and community/stakeholder engagement efforts, which will further elevate our abilities to efficiently coordinate the LSLR project with MnDOT's project. This understanding, along with our relationships with project residents and stakeholders, will allow us to streamline communication, building owner coordination, and coordination with MnDOT. Working in parallel with our London Road design team, LHB will provide an efficient design with confidence that it is aligned with MnDOT's reconstruction plan and the City's goals.

Our team is also familiar with the Phase II Environmental Investigation and research work that has been conducted, which will support our planned coordination with the City's environmental engineer (as noted in Addendum 1) to mitigate contaminated soils within the project limits.

Proven Outreach Efforts, Data Collection, and Data Management Processes Create Efficiency: Community engagement and managing data is critically important to the success of this project. As LHB's past LSLR projects have demonstrated, property owner response rates have not been consistent with the City's expectations. We will continue to implement outreach processes such as those currently being utilized for the Fairmount 1 LSLR Project and showing promising results. Realizing that we represent the City, and keeping the residents' needs top of mind, we created a system which allows residents the flexibility and ease to set up their inspection appointments at their convenience. Our staff are personable, professional, and thorough, and know the variety of conditions they may encounter, based on past LSLR projects.

In addition, over the past several years on the London Road Project, LHB has established a level of visibility and cultivated working relationships with residential, commercial, and public stakeholders along the project corridor, which will greatly reduce hesitancy, and help response rates.

City's GIS System Updated in Real-Time for Accuracy and Swift Document Production: The GIS field collection and drawing output system, which was created for the 2024 Lead Service Replacement Project, and updated for the Fairmount 1 LSLR Project, will continue to be refined to improve drawing development efficiency. Our inspectors are collecting and inputting real time data to improve the GIS database and minimize delays in design and construction. Continued improvements will aid in quality document production and efficiencies for the City to meet the October 2024 deadline.

We look forward to continuing our work with you to update infrastructure through lead water service replacements. Our team is eager to continue serving the City to achieve a safer, lead-free water system to aid in the health and well-being of our residents and neighbors.

LHB, Inc.



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Matt Settergren, PE - Project Principal
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The City is requesting engineering design services for the replacement of lead water piping, as part of their ongoing effort to eradicate lead service lines (LSLs) from the City's infrastructure. The City has applied for funding via Minnesota Department of Health's Public Facilities Authority (PFA), which has been approved at both the State and Federal levels for municipalities to use on both public and private water services.

The proposed project is focused on lead service replacement of approximately 50 LSLs along London Road Between 26th Ave. East and 60th Ave. East within MnDOT's upcoming Trunk Highway 61 (S.P. 6925-145) project limits. The City intends to complete the LSR work, along with some other minor utility work, in advance of the MnDOT project to minimize impacts, costs and schedule delays to the MnDOT project and to ensure that the LSR work avoids interference with future MnDOT improvements and assets that could cause delays to the LSR work or further work after the completion of the TH 61 project.

As part of the design team for the first three City-Wide Lead Water Service Replacement Projects, LHB prepared construction drawings for the Lincoln Park Neighborhood and is currently performing field inspection work for the Fairmount Neighborhood. During these projects, LHB developed efficient data collection practices that will be leveraged on this project and can be replicated on future lead service replacement efforts. In addition, as engineer for MnDOT's London Road Reconstruction Project, we have extensive knowledge of the project corridor and have established relationships with community stakeholder and residents, which will aid in efficient data collection and a design package that is coordinated with the MnDOT project scope and the City's goals. Our experience and understanding of the City's LSLR Program, combined with our knowledge of the TH 61 Project, will facilitate a more cost-effective project that meets or exceeds the quality of prior work packages, ultimately supporting the City's goals and objectives.

GOALS AND OBJECTIVES

The primary goals for the project, as stated in the RFP, include:

- Protecting public health.
- Effectively utilizing available funding.
- Developing and implementing a comprehensive Property Owner Coordination process.
- Performing detailed Site Investigations and Building Inspections.
- Providing a technically complete design, final plans and specifications that fully meet the project's needs.
- Fulfilling the specified project design and delivery schedule to meet all City and regulatory plan review deadlines.
- Coordinate effectively with MnDOT

INITIAL SITE VISIT AND CONSULTATIONS

Project Management, Schedule, and Quality Assurance

LHB fully understands the City's needs and is committed to creating a quality plan that is delivered on time and on budget to allow for construction ahead of MnDOT's London Road Project. By accomplishing this, the City will minimize costs, impacts and schedule delays for both MnDOT and the City's LSR work.

LHB's dedicated project manager will act immediately after the Notice to Proceed to set up an initial kickoff meeting to review project requirements and project scope with City staff and the design team. The initial kickoff meeting will be followed with bi-weekly progress meetings, which will include progress updates, a rolling agenda, and issues tracking log.

LHB will begin field work quickly to complete the building inspections as soon as possible. Inspections will start almost immediately following the initial kickoff meeting and will be completed as expeditiously as possible to allow for the design to progress on the City's desired schedule. Our drawing production staff will be supplemented, as needed, to complete the design and meet the City's milestone dates as outlined in the RFP.



Locating the curb stop.

LHB has a Quality Management Plan (QMP) in place that will be used to establish the minimum quality management requirements for services provided to our clients. At the start of every project, the LHB Project Manager designates an individual to serve as the Quality Manager for the project. This person is responsible for implementing the QMP and serves as the point of contact for quality-related communication.

For this project, the Quality Manager will monitor the use of personnel and information technology to ensure that adequate resources are being provided to keep the project on schedule. To minimize the need to revisit a property, this individual will review field data as it is collected, especially early on, to verify the information is thorough and complete. Lastly, to provide the City with a high quality set of construction documents, the Quality Manager will monitor the data handling, plan development, independent technical review, and constructability reviews to ensure that LHB's written procedures are being followed.

Additionally, our GIS specialist will continue to make updates to our data collection program. The improved program will be utilized during the inspection phase to assist in automation. Each building will be inspected using the data collection program to confirm



35W and London Road. One of the residences to be inspected is shown on the far right of the image on the shoreline below London Road.

1. GOALS AND OBJECTIVES CONT.

the type, size, and configuration of the service, and detailed measurements will be made to best correlate the location of the building service to the service connection at the water main. Photo documentation of the service and the indoor meter location will be made to capture the service configuration for inclusion in the plans. Demolition and restoration needs within the building will also be noted. Upon completion of the inspection, the information collected will be submitted through our GIS program and a drawing report will be generated. Improvements to our GIS program will increase automation and efficiency in the drawing production stage of the project.

MNDOT COORDINATION

We recognize that the City of Duluth is working closely with MnDOT on the major upcoming London Road project (SP 6925-145) that extends from 26th Avenue East to east of the Lester River Bridge. The MnDOT project includes work that will impact utilities such as major drainage improvements, proposed roundabout work, replacement of the existing sidewalk throughout the construction limits, and construction of new sidewalk on the inland side of London Road. Having the lead service replacement work completed in 2025, ahead of the upcoming MnDOT project, will allow for the preservation of the newly constructed roadway, sidewalk, and drainage improvements.

Our project team, in cooperation with the City, will coordinate directly with MnDOT and LHB's roadway design team to review the planned lead service line replacement locations against the planned improvements. LHB will set up a Kickoff meeting followed by Monthly Coordination Meetings with MnDOT. Having reviewed the City's confirmed lead or galvanized service line locations, we have identified services and curb stops that can be coordinated proactively with the planned MnDOT improvements. For example:

- **Sidewalk Construction:** If there is lead service replacement work that will impact the sidewalk, consideration could be given to either providing a temporary sidewalk patch, which can be removed and replaced with the planned MnDOT sidewalk construction work.
- **Boulevard Restoration:** We recognize that MnDOT will be doing extensive boulevard restoration work that may change the final grade. If there are curb stops or valves within the boulevard, between the curb and sidewalk, LHB would plan for a proposed valve casting which would accommodate MnDOT's planned surface elevation to avoid utility adjustments after the LSLR work is completed.
- **Drainage Improvements:** MnDOT's project includes significant storm sewer work. If a Lead Service line is determined to be in conflict with the proposed MnDOT drainage work, elevations can be adjusted as a part of the LSLR project to avoid the conflicts.

PROPERTY OWNER COORDINATION

A primary design task is the inspection of homes/buildings with known lead services to obtain the information needed for plan preparation. Neighborhood outreach and engagement are critically important to the success of the project. Though the public is generally aware of the concerns regarding the health and safety risks associated with lead services, the response rate on the previous projects has been below the City's expectations. To increase responsiveness, and maximize the response rate, LHB intends leverage our previous relationships from the London Road Replacement Project to take a more proactive role in the

engagement process on this project. During previous LSR projects, we discovered that knocking on doors on evenings and weekends was the most efficient means of completing inspections. We will send letters to homeowners and renters letting them know when we will be in their area performing inspections, and how they can schedule inspections through our online scheduling program. Immediately, we will canvas the neighborhoods and attempt up to two door knocks, on different days/timeframes, to complete the inspection. After each unsuccessful knock attempt, we will leave a door hanger (see example) with information to contact LHB to schedule an inspection time that is convenient for the property owner. We will send a follow-up letter and attempt follow-up phone calls to owners with an available phone number. We anticipate the additional outreach will yield more inspections and maximize our response rate.

To evaluate the presence of bedrock, our team will review all available information, including city sanitary and storm plats, prior to our field visit. Any areas identified with shallow bedrock will be logged into a tracking system which will be utilized to determine the best replacement method. Where rock is present, the City may allow using the existing sanitary sewer service as a conduit for new water and sewer services. The existing service would be pipe burst and the new services pulled in through the burst pipe.

MnDOT Utility Accommodation Permit

LHB will assist the City in completing a MnDOT Utility Accommodation Permit not less than 90 days prior to the 90% Design Submittal. Once all the field data is collected and the horizontal alignment for each service replacement has been established, LHB will prepare necessary documentation including location of the service, sketch plans, and permit applications for utility encroachments into the MnDOT ROW.

PLANS AND SPECIFICATIONS

Service Configuration

Another key aspect of the work will be centered around the configuration of the service between the water main and the building connection. In general, three types of services are anticipated, based on the potential for past repairs or construction occurring on the right-of-way and/or on private property:

- **Private Side Replacement** - The portion of the service line that is primarily on private property is lead and needs to be replaced. In this situation, it is likely that a previous City utility project or repair removed and replaced the lead service within the public right-of-way but the portion of the service line on private property is still lead.
- **Public Side Replacement** - The portion of the service line within the public right-of-way is lead and needs to be replaced. This situation likely occurs if a building owner initiated a repair and replaced the portion of the service on private property but stopped short of replacing the service through the right-of-way and to the water main connection. For these cases, the City will require verification that the private service is not lead by excavating at least three feet beyond the point of the public side



1. GOALS AND OBJECTIVES CONT.

replacement. Public side replacement will not require building inspection.

- **Public/Private Replacement** - The entire service is lead on both private property and public right-of-way and needs to be replaced.

In addition, it is known that several services were constructed such that the sanitary sewer and water services share the same trench. In these situations, the project needs to take adequate precautions to provide the necessary separation between the new water service and the sanitary service to remain, so that the sanitary service is not damaged by the horizontal drilling or trenchless method used.

Hydrant Relocation Site Plans

We will prepare Hydrant Relocation Site Plans as required in the RFP. The site plans will include location of the hydrant, removals, and restoration necessary for the relocation of hydrants impacted by MnDOT's future improvements. Hydrant relocations will be paid through a different funding source; as such, quantity tabulations will be tracked under a separate funding column in the Statement of Estimated Quantities.

Traffic Control

It is assumed that up to six typical traffic control scenarios will apply to the various sites along London Road. Each typical layout will be developed in accordance with MN MUTCD and MnDOT standards, including but not limited to the Minnesota Temporary Traffic Control Field Manual 2018 and Long Term Typical Application guidance. It is assumed that the traffic control plans will include a title sheet, pay item tabulation, temporary sign tabulation, applicable standard plans, and traffic control standard layouts. The standard layouts will include accommodations for vehicles and temporary pedestrian access routes.

Permanent Pavement Marking & Signing Plans

We propose to include the pavement marking and signing plans as a combined plan section, in accordance with MnDOT and City standards. Since MnDOT's upcoming project includes full sign replacement and new pavement marking, it is anticipated that disturbed in-place pavement marking will be replaced in-kind, and that signing plans will largely require salvage/install. Signing and pavement markings will be in accordance with the Traffic Engineering Manual, MnDOT pavement marking and signing details, and tabulations.

Historic Properties

We recognize the possibility of lead service lines at the historic Glensheen Mansion property, as well as the UMD Limnology site. It is unlikely that the project will alter these properties in a way that is historically significant; however, our historic preservation experts will review and assess any work associated with these properties and engage SHPO as necessary to ensure proper steps are taken to maintain any historically significant site features.



Lead service might be on Glensheen (pictured on the far right) and the UMD Limnology Building.

Plan Production

LHB will develop the plans and specifications as outlined in the RFP. Our established GIS template will continue to be improved upon to add automation and efficiency to the drawing production process. LHB will develop and submit a 30%, 60%, 90% and 100% package for City review and comment. An engineer's estimate will be provided for each review package.

GIS mapping will be leveraged to create the site index maps and individual Lead Service Replacement Site Plans, as well as manage quantity tabulations. Third party utility locations (i.e., gas, communications, electrical, etc.,) will be obtained through a Gopher State One-Call Ticket for the entire project area.

MnDOT, and their consultants, have completed an extensive amount of survey work along London Road to prepare for the upcoming improvements. If the City and MnDOT agree, LHB would incorporate the MnDOT-provided survey and utility mapping data into the plans for London Road's lead service line replacement work to provide an elevated level of existing survey data that otherwise is not typically completed for lead service line replacement type projects. By doing so, LHB can better support mitigation of other utility coordination and planning items for the upcoming MnDOT London Road project.

Additionally, we will utilize the information collected from studying the City record information to denote the presence of potential shallow bedrock where alternate installation methods may be necessary.

To eliminate extra branch connections of three or more services, or in instances where the existing service crosses an adjacent property to enter the served address, LHB will design up to two (2) small diameter main extensions. LHB will work quickly to identify potential locations for main extensions and provide a marked-up drawing to the City with the proposed locations. Upon acceptance, our survey crew will perform a field topographic survey of the main extension corridor and prepare existing conditions drawings. Our design team will then prepare plan and profile drawings in accordance with City of Duluth Standards.

Specifications

Due to our involvement with previous LSL projects, LHB has intimate knowledge of the City's special provision template for the Lead Service Replacement Project and will tailor our plans to the specifications such that only minor edits or additions will be necessary. This will allow us to provide a consistent construction document package which will eliminate questions and confusion during bidding and construction.

Design Files and Documentation

These projects produce a large amount of data and documentation, making document management very complex. LHB will develop a GIS site which will be available to city staff, allowing them access to up-to-date data throughout the project. During bidding and construction, access can be given to contractors to lessen the amount of data that needs to be transmitted, reducing work for city staff during bidding. At the conclusion of the project, all design files and information collected during the project will be transmitted to the City in accordance with the requirements of the RFP.

COST ESTIMATING

In the preparation of our proposal, LHB has made a deliberate effort to reasonably define the constraints and potential issues that may arise as part of the design process. As the design of the project

1. GOALS AND OBJECTIVES CONT.

progresses through the design phase, cost control relies on ongoing and open communication with city staff. In all aspects of the design, LHB views itself as an extension of city staff, with our foremost goal being the delivery of a successful project within the City's identified budget and schedule constraints.

In the preparation of engineer's estimates of probable cost throughout the design process, LHB relies on its experience with similar projects, and other available historical unit price cost data, as well as discussions with local contractors. To the extent that unique or unexpected bid items are incorporated in the design, LHB will

conduct the necessary research and cost estimation to provide an accurate representation of contractor bid costs.

PROJECT BIDDING

LHB will assist the City with bidding the project. We will provide a final set of construction documents to advertise and bid. Through the bidding phase, LHB will assist by attending the pre-bid meeting, answering questions, and issuing addenda as needed. We can also assist the City in reviewing bids for completeness and provide feedback for contract selection, as we understand finding the right partner in construction is critical to a project's success.

2. EXPERIENCE



2023 & 2024 LEAD WATER SERVICE REPLACEMENT, LINCOLN PARK, FAIRMONT

City of Duluth | Duluth, MN

Contaminated water from lead pipes plagues households and businesses throughout the City of Duluth. Duluth has an estimated 10,700 water service lines made of lead pipes. To replace all these lines, the City of Duluth has set out to inspect and replace 500 to 1,000 lines every year until all lead is eradicated from the City's water supply network. The City applied for funding via the Minnesota Department of Health Public Facilities Authority (PFA), which is part of the larger federal aid assistance coming to the state of Minnesota. Approximately 1,000 services were identified to be replaced during 2023. These were subdivided into four separate projects, replacing up to 250 services per project, to ensure biddability by available contractors. LHB was selected to inspect 250 more lines in Lincoln Park and 500 in Fairmont for 2024.

The primary goals for the project included improved safety and community health by removing and replacing existing active lead water services; developing a plan with the City to communicate and work effectively with property owners, homeowners, and renters; document the service location and configuration to prepare the construction documents; and facilitate construction.

LHB was awarded one of the four project scopes for the 2023 project and prepared construction documents along with three other consultants. LHB's scope was unique in that it was the only scope of the four that required all open excavation replacements. Site constraints such as steep grades, non-typical site features, and retaining walls made the design challenging. The inspection team conducted detailed inspection of the interior and exterior of each home to provide the design team with sufficient information to design the service installation and surface restoration from the street to the connection point inside the home. In the end, the LHB design team assisted the City in developing a construction package that dealt with the unique challenges while minimizing costs.



SUPERIOR STREET RECONSTRUCTION

City of Duluth | Duluth, MN

The project consisted of full-depth street reconstruction and new signal systems. Utility work included a new water main and service laterals; a temporary water main to provide service during construction; converting the existing steam system to hot water; and a new storm sewer. Private utility work (MP electrical) occurred concurrently with the project. Project improvements included new streetscape elements consisting of decorative sidewalks, street furniture, landscaping, lighting, and other amenity features.

Due to the number and complexity of the utility systems in the design, LHB delivered a complete 3D rendered model of the utilities along the entire project corridor, including in-place utilities identified by potholing and locating. Independent clash detection software was then utilized iteratively for each system to verify clearance and cover requirements.

From a drainage and storm utility perspective, the project afforded a unique opportunity to improve water quality. Existing storm sewer infrastructure from Superior Street generally flowed directly into Lake Superior with minimal treatment. With input from the City, LHB designed multiple, custom, stormwater vault structures consisting of storage, attenuation, and settling basins, to prevent floatable items and solids from leaving the manhole. This allows the City to clean the vaults throughout the year to remove accumulated solids and sediment. These custom stormwater vaults will continue to serve as a City standard and model for future projects.

2. EXPERIENCE CONT.



LONDON ROAD RECONSTRUCTION

MnDOT | Duluth, MN

London Road serves as the gateway between the northern termini of Interstate 35 and the higher speed TH 61 Expressway, as well as the North Shore Scenic Drive along Lake Superior. London Road connects various important municipal and residential streets to the heart of the City of Duluth, serving not only heavy seasonal and tourist traffic heading north to destinations along the North Shore, but also serving as a commuter route to various destinations and places of work for local residents.

MnDOT has planned improvements to London Road between 26th Avenue East and 0.1-miles east of the 60th Avenue East intersection. Although initially identified as a preservation project, MnDOT understands there are various competing community interests regarding the usage of London Road. In order to provide a roadway solution that not only improves the condition of London Road but better meets these needs, MnDOT hired LHB and SRF to help identify the project scope of work and provide preliminary and final design services.

The goal is to provide a roadway system that decreases traffic congestion and improves vehicular safety, as well as providing a more pedestrian and bicycle friendly corridor.

The project team evaluated the corridor from a multi-modal traffic perspective, and gathered feedback from local community members and stakeholders. The roadway layout and scope of work includes planned roundabouts at 26th Avenue East and 40th Avenue East, as well as various intersection safety improvements including turn lanes, enhanced pedestrian crossings, roadway lighting and corridor-wide lane configuration revisions.

Team responsibilities include the project's rigorous public engagement process, environmental documentation, and comprehensive preliminary and final design services.

The project is planned for 2026-2027 construction.

The team is coordinating the design with the City of Duluth, including, but not limited to, utility improvements, lighting, maintenance of traffic, and the City's alterations to London Road from 21st Avenue East to 26th Avenue East.



WEST MEDICAL DISTRICT INFRASTRUCTURE

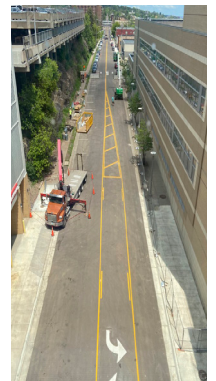
Essentia Health/City of Duluth/Mn Power | Duluth, MN

As part of the construction of Essentia Health's new Vision Northland campus expansion, LHB designed the reconstruction and provided construction inspection for Second Street between 4th and 6th Avenues East, 4th Avenue East from Superior Street to Second Street, and 1st Street beneath Vision Northland. The project consisted of traffic coordination, utility replacement, paving replacement and related work. Second Street construction was completed at the end of 2021.

Reconstructing 1st Street beneath the new Vision Northland building consisted of replacing an existing stone retaining wall on 1st Street with a new cast-in-place concrete retaining wall, water main and utility replacement, sanitary sewer improvements including CIPP lining and services, storm sewer, ADA improvement, bituminous mill and overlay, and new bituminous pavement on the 1st Street Alley.

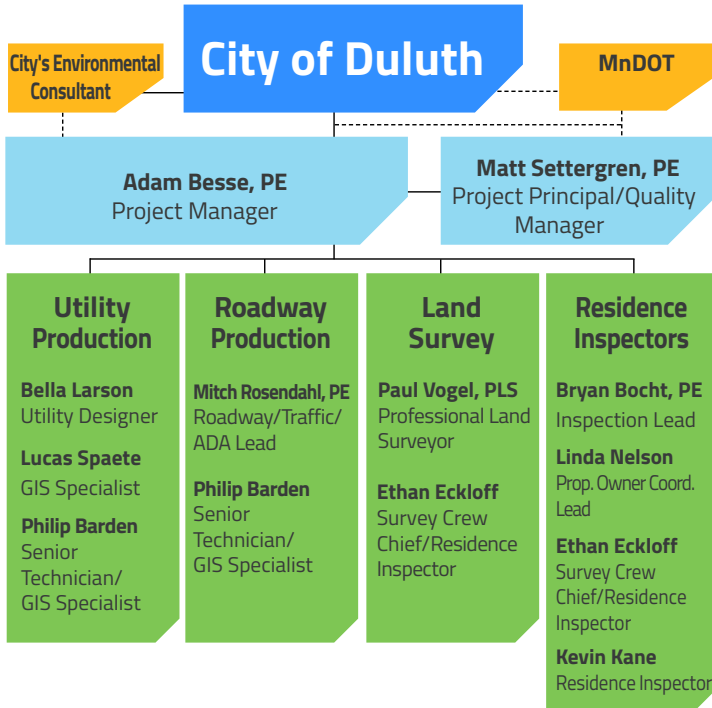
Features of the project design included:

- Demolishing the existing retaining wall on the lower side of 1st Street between 6th Avenue East and the easterly line of the project and constructing a new retaining wall sufficient to support the street.
- Reconstructing the sidewalk, driveway aprons, curb and gutter, and street section.
- Installing new storm sewer and connecting new storm sewer to the existing system
- Installing a code-compliant railing system along the top of the retaining wall.
- Installing new parking meters within the project limits.
- Replacing all street signs and pavement markings.
- Replacing existing water mains.
- Relocation and reconnection of non-city private utilities disrupted by the construction.
- Pavements were reconstructed using a combination of mill and overlay and full depth pavement replacement.
- New section of 6th Ave. E. between 1st and 2nd St. was designed, including a retaining wall system to lower existing grade to pavement grade.



3. PERSONNEL

This proposed team of highly-qualified professional staff will bring a great deal of value to your project. As Project Principal, and responsible for quality assurance, Matt Settergren will be a valuable resource for issues in quality assurance, ensuring consistency, and adherence to your standards throughout the project. Adam Besse will serve as Project Manager. Adam has extensive experience in public engagement for roadway and utility design, and has working knowledge of Duluth's design standards and protocols.



MATT SETTERGREN PE
Project Principal/Quality Manager

Matt believes honest communication is key to project success. He is direct, transparent, and open with clients and stakeholders regarding design challenges and opportunities. He believes that being collaborative, respectful, and receptive to feedback leads to the best solutions.

Matt has managed or been involved in many complex and award-winning projects across the Upper Midwest, from urban reconstructions and rural highway safety improvements to a US-Canada border crossing. He has extensive experience in design, construction administration, environmental documentation, feasibility reports, geometric design, hydraulic design, traffic control, and regulatory permitting.

Matt serves as the Vice President of Public Works, Structures, and Survey. With over 15 years of diverse experience in design, construction administration, and project management, he has played an integral role in projects from the initial planning phases through design and construction. His relevant project experience includes:

Relevant Project Experience

CITY OF DULUTH
Lead Water Service Replacement, Fairmont
Duluth Junction/St. Marie W. College to Carver
6th Ave East Extension Design Services

MNDOT - DISTRICT 1
Duluth London Road Improvements
(SP 6925-145)

REGISTRATIONS
Licensed Professional Engineer in Minnesota

AFFILIATIONS
Minnesota Society of Engineers and Surveyors (MSES)
American Council of Engineering Companies (ACEC/MN)

EDUCATION
BS Civil Engineering;
University of North Dakota; Grand Forks, ND

RECOGNITION
ACEC/MN Grand Award,
ACEC National Award,
& 2023 APWA/MN
Project of the Year for
TH 61 Grand Marais
Reconstruction

ACEC/MN Grand Award
and ACEC National Award
for TH 61 Grand Portage
Reconstruction



MITCH ROSENDAHL PE
Roadway/Traffic Control/ADA Lead

Mitch is a Transportation Design Engineer with 10 years of experience leading traffic control and staging plans for roadway projects. Mitch's expertise includes roadway design and construction oversight, both throughout his years at LHB and for the Minnesota Army National Guard Reserves. Mitch excels in taking a comprehensive approach to roadway design, focusing on constructability, quality, and attention to detail. Mitch is intimately familiar with MN MUTCD, MnDOT Technical Memoranda and Road Design Manual.

Relevant Project Experience

CITY OF DULUTH
Superior Street Reconstruction
Superior Street, Lester River Road to TH 61
Brighton Beach Roadway
East 9th Street and East 8th Street

MNDOT
London Road Improvements; Duluth, MN
Stewart River/Silver Creek Grading;
Duluth, MN

REGISTRATIONS/ CERTIFICATIONS
Licensed Professional Engineer in Minnesota
MnDOT
- Bituminous Street 1 & 2
- Concrete Field 1 & 2
- Grading & Base 1 & 2
- ADA Construction
Concrete Field Testing Technician Grade 1 (ACI)
Duluth Water & Sewer Inspection

EDUCATION
Bachelor of Science, Civil Engineering Minor: Military Service, University of North Dakota
Associate of Applied Science (AAS), Civil Engineering Technology, Lake Superior College



ADAM BESSE PE
Project Manager

Adam has a combined 18 years of experience on construction and engineering projects, specializing in site and municipal design. His design skills include site grading, sanitary sewer conveyance, water distribution systems, site drainage, stormwater control and treatment systems, and roadway design. Adam is also experienced in construction administration, and construction site review. Adam has been responsible for civil engineering design, construction drawing development and review, technical specifications development and review, construction cost estimating, construction administrations and construction inspections.

Relevant Project Experience

CITY OF DULUTH
Lead Water Service Replacement, Fairmont
Lead Water Service Replacement, Lincoln Hillside
Lead Water Service Replacement
Superior Street Reconstruction
Raleigh Street Reconstruction

REGISTRATIONS
Licensed Professional Engineer in Illinois, Kansas, Michigan, Minnesota, Missouri, and Wisconsin

AFFILIATION
Minnesota Surveyors and Engineers Society (MSES)
American Public Works Association (APWA)

EDUCATION
Bachelor of Science, Civil Engineering
University of North Dakota

3. PERSONNEL



BRYAN BOCHT ^{PE}
Inspection Lead

Bryan has over 32 years of civil engineering and project management experience. He specializes in street, utility, and parking lot design, site layout and grading, drainage facilities and environmental permitting.

Bryan has wide-ranging experience in working with subcontractors and suppliers, obtaining bidding information and pricing, preparation of construction bids, material procurement, subcontractor scheduling and coordination, and project management.

Relevant Project Experience

CITY OF DULUTH
Lead Water Service Replacement, Fairmont
Lead Water Service Replacement,
Lincoln Hillside

**DISTRICT ENERGY OF ST. PAUL |
BURLINGTON, VT**
Steam Plant Design

DULUTH BURGER COMPANY | DULUTH, MN

REGISTRATIONS & ACCREDITATIONS

Licensed Professional
Engineer in Minnesota
and Wisconsin

Design of
Construction SWPPP
(U of M Erosion
and Stormwater
Management Certified)

EDUCATION

Bachelor of Science,
Civil Engineering,
University of
North Dakota



BELLA LARSON
Project Designer

Bella's attention to detail is meticulous in planning and designing roads and infrastructure. Her background instilled the importance of detail from her time working as a laborer in building construction, and inspecting, designing, and planning roads, circular and box culverts, and working with survey crews for St. Louis County's Public Works Department. Having designed and provided construction inspection for a number of LHB's City of Duluth projects, Bella has a thorough knowledge of Duluth procedures and standards.

Relevant Project Experience

CITY OF DULUTH
Lead Water Service Replacement, Fairmont
Lead Water Service Replacement,
Lincoln Hillside

Lead Water Service Replacement
East Third Street Reconditioning
East 1st St & East 1st St Alley
Reconstruction

1st Ave. E. from Superior St. to 3rd St

EDUCATION

Bachelor of Science,
Civil Engineering,
University of
Minnesota Duluth



PAUL VOGEL ^{PLS}
Professional Land Surveyor

Paul has over 36 years of surveying experience and has provided services for various private and public clients. Paul's role is to complete and oversee a variety of professional assignments to facilitate the completion of roads, building sites, recreational areas, developments, and bridges. He performs ALTA/ACSM, boundary, cadastral, topographic, environmental site and route surveys, which involve section subdivision, right-of-way acquisition, and preparation of appropriate legal descriptions. Paul prepares design, concept plats, preliminary plats, final plats, site maps, and a variety of exhibits for land transfers, right-of-way acquisition, easements, and utility infrastructure. He also provides research, computations, layout, field work, drafting, and correspondence.

Relevant Project Experience

CITY OF DULUTH
Superior Street Reconstruction
Duluth Heights Eklund Reconstruction
45th Ave E to 60th Ave E Street
Oxford/Livingston/Glenwood Streets

REGISTRATIONS
Licensed Professional
Land Surveyor in
Minnesota, Alaska,
and Wisconsin

AFFILIATION
State of Minnesota
Board of Architecture,
Engineering, Land
Surveying, Landscape
Architecture,
Geoscience, and
Interior Design
(AELSLAGID) Board
Member and
Past Chair
Minnesota Society of
Professional Surveyors
(MSPS), Member and
Past President

EDUCATION
BS Chemistry;
University of
Minnesota Duluth

RECOGNITION
2016 Surveyor of the
Year, MSPS



LUCAS SPAETE
GIS Specialist

Lucas brings over 18 years of GIS and research experience to LHB's Energy and Industry Group. Lucas's primary duties include analyzing spatial data through mapping software and designing digital maps with geographic data and various other data sets. Lucas is highly proficient in all aspects of GIS processing, LiDAR processing, remote sensing processing, and creating custom-coded applications in Python, IDL, and R.

Lucas is experienced in designing and implementing field data collections to facilitate ecological remote sensing projects. This includes the use of laser range finders, inclinometers, handheld tablets, ArcGIS Collector, Survey123, survey grade GPS, Trimble GPS, Terrestrial Laser Scanning (TLS), and field spectroscopy.

Relevant Project Experience

CITY OF DULUTH
Lead Water Service Replacement, Fairmont
Lead Water Service Replacement,
Lincoln Hillside
Lead Water Service Replacement

AFFILIATIONS

Phi Kappa Psi 2017
Service/Philanthropy
Committee Chair

EDUCATION

Master of Science,
Forest Ecology, GIS/
Remote Sensing
Michigan Technological
University

Bachelor of Science,
Natural Resources,
University of Michigan

RECOGNITION

2018 Duluth
Superior Community
Foundation's
Touchstone
Award Finalist

3. PERSONNEL



ACCREDITATIONS

Safety Training

EDUCATION

Computer/Mechanical Drafting Degree, Wisconsin Indianhead Technical College (WITC); Superior, WI

Computer Science, Math, and Geography Undergraduate Studies, University of Minnesota, Duluth

PHILIP BARDEN

Senior Technician/GIS Specialist

Philip, a senior civil technician, has 29 years of experience creating detailed drawings for site development projects, utilities and pipelines, mechanical systems and buildings. He is responsible for creating AutoCAD drawings, maintaining standard detail libraries, and customizing AutoCAD standards for drawing setup and menus. In the Site Development Group, Philip is responsible for drafting construction documents, making maps for various permitting applications, and helping coordinate and maintain department CADD standards.

Philip is also responsible for using ArcGIS on projects, and he is the Content Expert for LHB's GIS data. Additionally, he has experience in the Pipeline department where he was responsible for the creating, editing, and checking alignment sheets and for developing Excel spreadsheets for client's GIS.

Relevant Project Experience

CITY OF DULUTH

Lead Water Service Replacement

Lead Water Service Replacement, Lincoln Hillside

Superior Street Reconstruction

ETHAN ECKLOFF

Crew Chief/Residence Inspector

Ethan brings a detailed and inquisitive nature as an Inspector. From his experience as a former Forensic Technician for the Michigan State Police, Ethan excels at documenting and processing voluminous amounts of data, maintaining accurate chain-of-custody with the handling and analysis of information, utilizing complex equipment, working with agencies having jurisdiction, and providing timely reports. At LHB, Ethan supports the Survey Crews and clients on a daily basis, by providing timely data, maps, and records. He provides survey services for municipalities, private developers and owners, and construction companies on projects ranging from infrastructure to new developments. He assists the survey crews in providing boundary surveys, vertical and horizontal control, utility surveys, construction observation, and construction staking and layout. He has acquired multiple survey certifications and is currently pursuing an Associate's Degree in Civil Engineering.

Relevant Project Experience

CITY OF DULUTH

Lead Water Service Replacement, Fairmont

Lead Water Service Replacement, Lincoln Hillside



REGISTRATIONS & ACCREDITATIONS

CDT (Construction Documents Technology - CSI)

AFFILIATION

Member of Society for Design Administration, Minneapolis/St. Paul Chapter

EDUCATION

Air Transportation Certificate, Highline Community College

Electronics Technician Certification, Washington Technical Institute

LINDA NELSON CDT

Property Owner Coordination Lead

Linda has 17 years of experience in a project and administrative support role within the design/ construction industry. She currently supports the Public Works and Structures group, assisting with a variety of administrative tasks, including Contract Administration, Proposal Preparation, Engineer's Estimates, Report Preparation, Specifications/Special Provisions, Data Collection, Construction Closeout Documentation, Prevailing Wage / EEO Compliance, One Office, Written and Electronic Communication.

For the past 10 years Linda has worked closely with LHB's Senior Field Inspectors to create and continue monitoring and refining the process for administering construction inspection documentation.

Relevant Project Experience

CITY OF DULUTH

Lead Water Service Replacement, Fairmont

Lead Water Service Replacement, Lincoln Hillside

Lead Water Service Replacement Superior Street Reconstruction 6th Avenue East Extension

MNDOT - DISTRICT 1

Duluth London Road Improvements (SP 6925-145)

KEVIN KANE

Residence Inspector

Kevin has a variety of on-site experience from his past employment as a Data Engineer/Logging Geologist, and a Maintenance Technician in the City of Wyoming's Parks and Recreation department. He can problem-solve spontaneously to keep projects and contractors on track. Kevin's attention to detail and ability to communicate well with others has been essential in his leadership of small teams completing work requiring comprehensive safety procedures such as ultra-deepwater oil and gas drilling, and gas detection, and in communicating with clients and the general public. His attention to detail created detailed lithological descriptions of drilled cuttings, maintained wellsite databases, transmitted location data to third-party vendors, and maintaining irrigation system repairs, plumbing, and electrical needs for 21 city-owned parks.

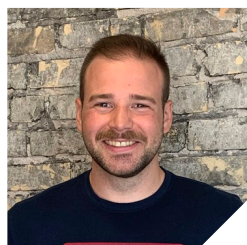
Relevant Project Experience

CITY OF DULUTH

Lead Water Service Replacement, Fairmont

Lead Water Service Replacement, Lincoln Hillside

Lead Water Service Replacement



ACCREDITATIONS

MnDOT Grading & MEA OQ ASME 1291 Locate Underground Pipelines

MEA OQ ASME 1301 Install and Maintain Pipeline Markers

MEA OQ ASME AOC Abnormal Operating Conditions

Veriforce OQ 605 Locate Line/Install Temporary Marking of Buried Pipeline

Veriforce OQ 617 Locate Buried Facilities with and Electro-magnetic Device

Veriforce OQ 618 Install Temporary Marking of Buried Pipeline

EDUCATION

Bachelor of Science, Forensic Biochemistry, Northern Michigan University



ACCREDITATIONS

MEA OQ ASME AOC Abnormal Operating Conditions

MEA OQ ASME 1291 Locate Underground Pipelines

MEA OQ ASME 1301 Install and Maintain Pipeline Markers

First Aid & CPR

Husky Safety Training

EDUCATION

Bachelor of Science in Geology, Grand Valley State University

4. WORK PLAN

TASK 1 INITIAL SITE VISITS AND CONSULTATIONS

LHB	- Participate in the initial kickoff meeting with city staff to review lead water service replacement targets, review available information, and confirm project scope and complexity. - Review and establish project design criteria. - Meet bi-weekly (at a minimum) with city staff throughout the design to review plan and bidding alternatives for the project. - Participate in a kickoff meeting, then attend monthly coordination meetings with MnDOT staff throughout the design to review plan and bidding alternatives for the project. - Assist the City in completing the MnDOT Utility Accommodation Permit. - Prepare meeting agendas, maintain a rolling minutes and issues log. - Provide Property Owner Coordination, including mailing notices and physical outreach to homeowners to secure a time for inspection, and obtain signed work agreements with property owners. - Develop and maintain Quality Management Plan (QMP). - Prepare and organize lead water service information into a tracking log to facilitate owner outreach and serve as a tool throughout the design to monitor and track progress. - Develop dynamic tracking tool to maintain real-time progress tracking. - Perform inspections of businesses and homes identified as having lead services to confirm service location, material, and the location of the sanitary service. Additionally, identify the condition of the meter service location and restoration required, take photos, and provide other records / documentation to prepare the plans.
City	- Ensure key City staff members and the City's third-party environmental engineer participate in design meetings and site visits as necessary. - Route and review meeting minutes and provide feedback on project design elements. - Review QMP and provide feedback as desired.
Deliverable(s)	- Initial purpose and inspection notification letters and door hangers. - Meeting minutes/summaries and design criteria summary. - Home / business inspection records and tracking log. - Dynamic Tracking Tool URL (see example on the following page after Task 4). - Provide supporting documentation to complete MnDOT Utility Accommodation Permit - Quality Management Plan (pdf). - QMP Bluebeam Review Template.

TASK 2 PLANS AND SPECIFICATIONS

LHB	- Prepare plans to include a plan sheet for each building detailing the replacement of the lead water services. Plans will also include: - Title Sheet - Site Index Maps - MnDOT Standard Plates - Statement of Estimated Quantities and Notes - Quantity Tabulations - Inplace Utility Tabulation and Plan - TH61 Street Sections (Existing and Proposed) - Construction Details - Standard Plan Sheets - Erosion Control Plan & SWPPP - Hydrant Replacement Site Plan (Remvoals, Restoration, ADA) - Lead Service Replacement Site Plans - Main Extension Plan & Profile Sheets - Traffic Control Plan - Title sheet & Pay item tabulation - Temporary Sign Tabulation - Standard Plans & Details - Traffic Control Standard Layouts - Permanent Pavement Markings & Signing Plan - Title Sheet & Pavement Marking Tab - Signing Tabulation - Signing Details - Pavement Marking Details - Review City sewer plats, GIS, and other furnished records for available bedrock information to incorporate. - Complete 30% design submittal to include: - Title Sheet. - Site Index Map. - Statement of Estimated Quantities with anticipated bid items. - A minimum of 3 representative Lead Service Replacement Site Plans. - A minimum of 1 representative Water Main Extension Plan & Profile Sheet. - Develop and maintain accessible GIS database site to maintain up-to-date data. - Complete and submit 60% design plans – complete design to the level that all significant design decisions have been addressed to properly construct the project. - Complete and submit 90% and 100% plan submittals – complete design to biddable level including quantity takeoffs, construction details, and statement of estimated quantities. - Prepare project technical specifications in accordance with City of Duluth standards. - Use Bluebeam software for plan reviews and documentation.
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4. WORK PLAN, CONT.

TASK 2 PLANS AND SPECIFICATIONS, CONT.

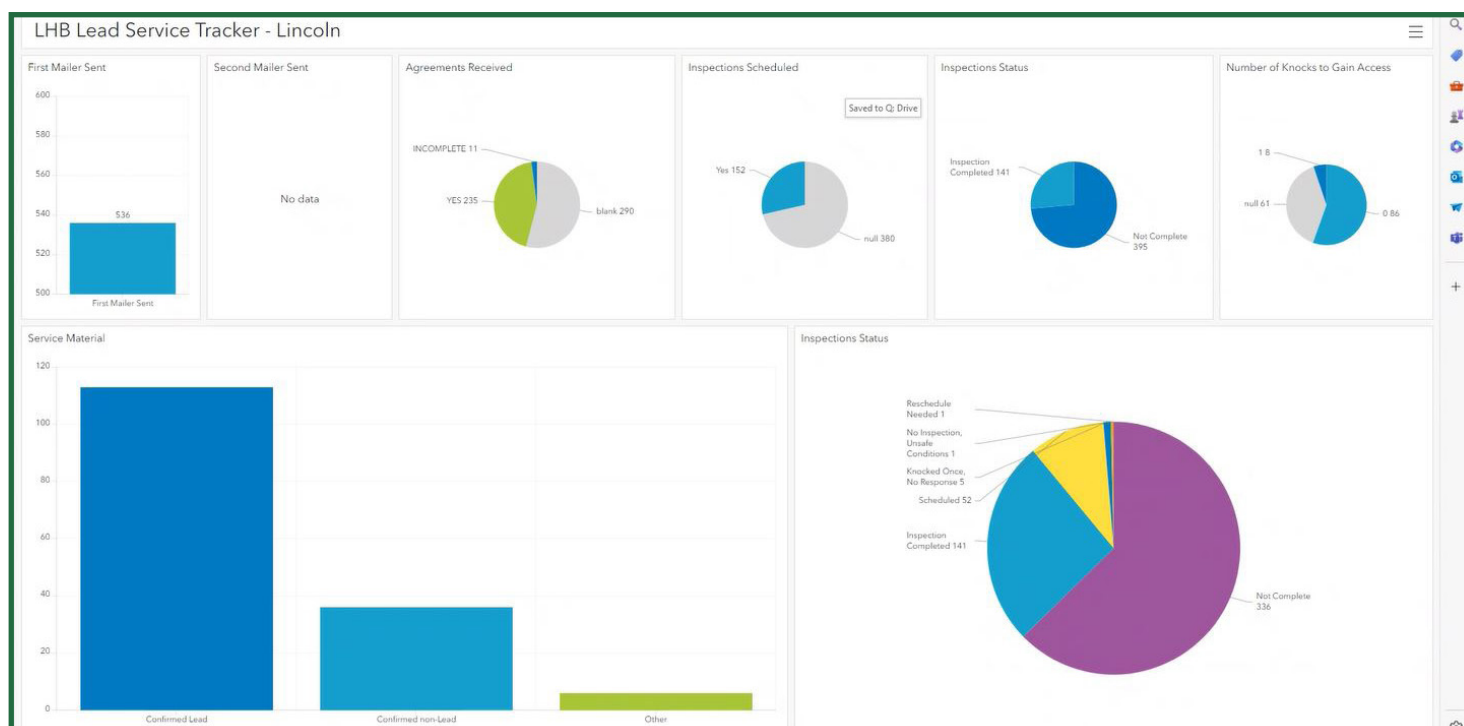
City	- Review and provide feedback on 30% design plans as desired. - Review and provide feedback on 60% design plans as desired. - Review and provide feedback on 90% plans. - Attend and lend input at utility coordination meetings as required.
Deliverable(s)	30% Design Submittal to City and MnDOT. - URL to GIS Database site 60% Design Submittal to City and MnDOT. 90% Design Submittal to City and MnDOT. 100% Final Design Submittal to City and MnDOT. - Bid-ready Special Provisions. - Electronic submittal of design data including GIS Database, design computations, quantity calculations, Inspection notes/photos, Owner Agreements (electronic and hard copies) organized by site and address with sub-folders as required by the City. - Provide a complete list of owner contact information as required in the RFP.

TASK 3 COST ESTIMATE

LHB	- Review available records and prepare recommendations and costs concurrent with the 30%, 60% and 90% plan production. - Identify design and cost alternatives to control costs.
City	- Provide available records and information. - Review and provide input on alternatives and options.
Deliverable(s)	30% Cost Estimate 60% Cost Estimate 90% Cost Estimate 100% Cost Estimate

TASK 4 PROJECT BIDDING

LHB	- Answer City and Contractor questions during bidding. - Attend Prebid Conference. - Assist in preparing addenda as needed. - Assist in reviewing bids.
City	Advertising, bidding, and letting management.
Deliverable(s)	Clarifications or addenda as required.



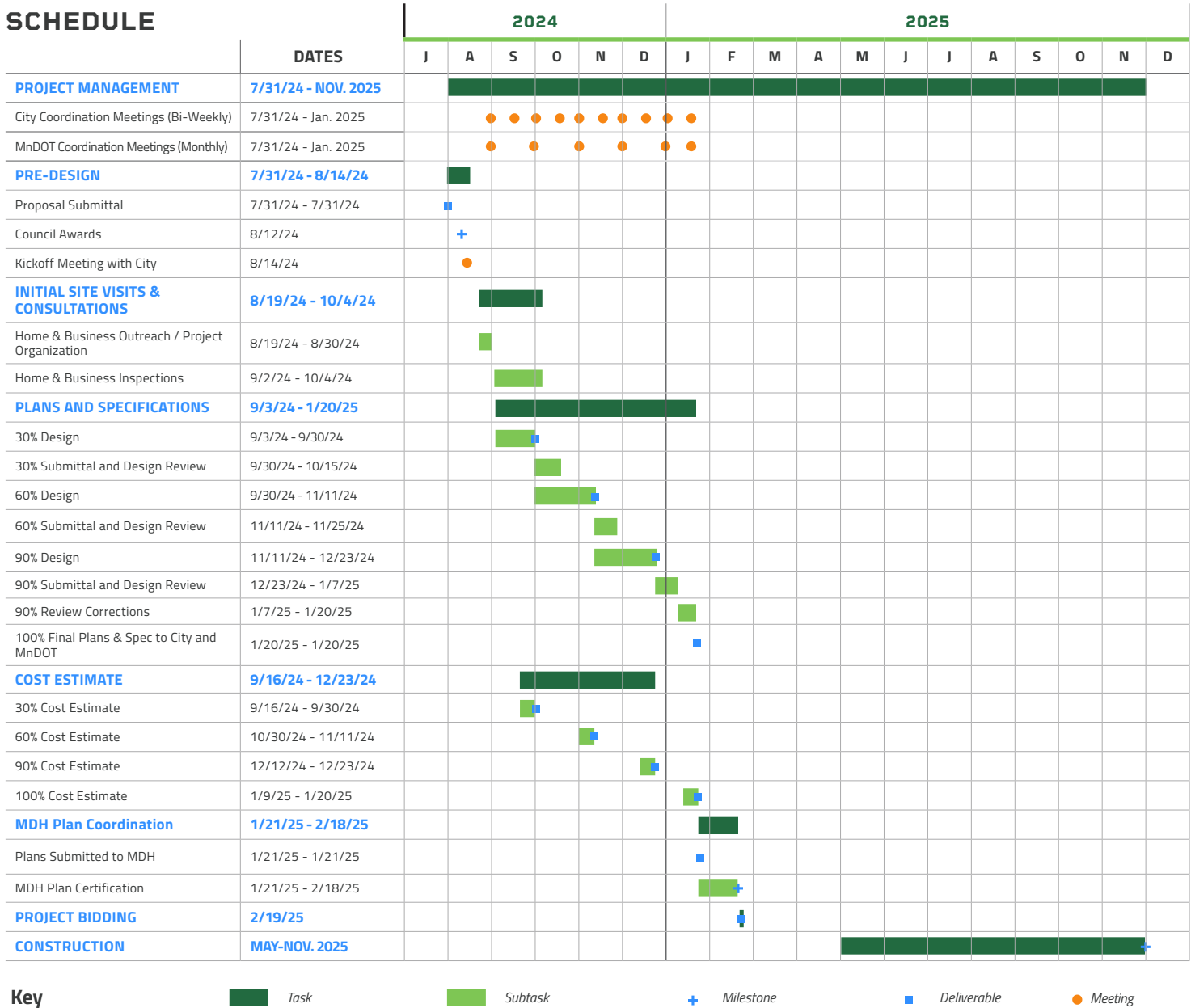
2024 Lead Service Replacement Dynamic Tracking Tool

4. WORK PLAN CONT.

LHB Project Name: Lead Water Service Replacement (London Road) Client: City of Duluth Preparer: LHB Project Number: 240533 Date: 7/31/2024 WORK PLAN													
Work Task	Description	Matt Settergren	Adam Besse	Bryan Bocht	Mitch Rosendahl	Bella Larson	Lucas Spaete	Phil Barden	Paul Vogel	Ethan Eckloff	Kevin Kane	Linda Nelson	TOTAL HOURS
		Principal/Qual Mgr.	Project Manager	Inpec. Lead	Roadway Lead	Project Designer	GIS Specialist	GIS Specialist Sr. Technician	Survey Lead	Inspector / Surveyor	Inspector	Prop. Owner Lead	
1.00	INITIAL SITE VISITS & CONSULTATIONS	14	64	22	16	32	2	51	4	24	38	61	328
1.01	Project Kickoff / Coordination Meeting & Establish Design Criteria		1									1	2
1.02	Meetings with City (Bi-weekly)	1	16									16	33
1.03	MnDOT Coordination Meetings (Monthly)	2	8		8								18
1.04	Coordination with Environmental Consultant		6										6
1.05	Mailings & Door Hangers		1									4	5
1.06	Develop and Implement Quality Management Plan (QMP)	8	8	8	8	16		16		8		8	80
1.07	Project Organization & Inspection Tracking Log Setup	1	8	8			2					16	35
1.08	Gopher State One Call Ticket & Mapping		2					8	2	8			20
1.09	Gather Utility maps and Contracts		1					4					5
1.10	Utility Information Meeting		1										1
1.11	Mapping & Incorporation Into Design Plans (integrate MnDOT's mapping)							6					6
1.12	Utility Design Meeting		1										1
1.13	Update Gopher State One Call Utility Verification							1					1
1.14	Final Review and Coordination with Design Plans		2					4					6
1.15	MnDOT Utility Accommodation Permit Assistance and Documentation		2			4		12					18
1.16	Main Extension Field Survey & Mapping	1	2						2	8			13
1.17	Review Sewer Plat Maps to Document Possible Bedrock		1			12						4	17
1.18	Home & Business Building Inspections (50 each) (Assumes .5 hrs./field inspection, 0.25 hrs./office and 0.25 hrs. Admin/service for coord./tracking)	1	4	6							38	12	61
2.00	PLANS & SPECIFICATIONS	19	65	20	78	75	8	270	0	0	0	8	543
2.01	Title Sheet (1 sheet)	1	2	1									4
2.02	Site Index Maps (12 sheets)	1	2	1		4		4					12
2.03	MnDOT Standard Plates	1	1		4			6					12
2.04	Statement of Estimated Quantities and Notes (1 sheet)	1	4	4	4	8		6					27
2.05	Quantity Tabulations (5 sheets)	1	4	4	8	16		32					65
2.06	Inplace Utility Tabulation and Plan (12 Sheets)	1	4		4			32					41
2.07	TH61 Street Sections (existing and Proposed) (4 Sheets)	1	2		4			12					19
2.08	Construction Details (3 sheets)	1	2		4	2		8					17
2.09	Standard Plan Sheets (7 Sheets)	1	1					4					6
2.10	Erosion Control Plan & SWPPP (1 sheet)	1	1			1		2					5
2.11	Hydrant Replacement Site Plan (Remvoals, Restoration, ADA) (3 Sheets)	1	4			8		24					37
2.12	Lead Service Replacement Site Plans (Assumes 50 Sheets)	1	10	8		20	8	28					75
2.13	Main Extension Plan & Profile Sheets (15 Sheets)	1	8			16		24					49
2.14	Traffic Control Plan		4										4
	Title sheet & Pay item tabulation (1 sheet)		1		3			6					10
	Temporary Sign Tabulation (1 sheet)				6			6					12
	Standard Plans & Details (5 sheets)		1		5			10					16
	Traffic Control Standard Layouts (6 sheets)	1	2		12			24					39
2.15	Permanent Pavement Markings & Signing Plan		4										4
	Title Sheet & Pavement Marking Tab (1 sheet)	1	1		4			16					22
	Signing Tabulation (1 sheet)		1		6			8					15
	Signing Details (4 sheets)		1		6			8					15
	Pavement Marking Details (3 sheets)		1		4			10					15
2.16	Special Provisions	4	4	2	4							8	22
4.00	COST ESTIMATE	1	6	0	11	14	0	0	0	0	0	3	35
4.01	30% Engineer's Estimate		1		1	2							4
4.02	60% Engineer's Estimate		1		2	4						1	8
4.03	90% Engineer's Estimate	1	2		4	4						1	12
4.04	100% Engineer's Estimate		2		4	4						1	11
5.00	PROJECT BIDDING	2	16	0	0	8	0	8	0	0	0	8	42
5.01	Bidding Assistance	2	16			8		8				8	42
TOTAL HOURS		36	151	42	105	129	10	329	4	24	38	80	948

5. WORK SCHEDULE

We are committed to working with the City to meet the City’s schedule for reviewed, bid-ready plans by February 2025. We have taken the liberty of expanding on the City’s schedule in the RFP to identify key timelines and milestones we intend to use during the design to track and manage progress. The schedule, as described, meets the City’s timetable and we have the staff and resources committed to ensure the project is completed on time.



6. REFERENCES

As noted in the RFP, LHB is able to provide references if requested.



Purchasing Division
Finance Department

Room 120
411 West First Street
Duluth, Minnesota 55802



218-730-5340



purchasing@duluthmn.gov

Addendum 1
Solicitation 24-99591
RFP For Eng Svcs For Lead Water Service Replacements London Road LSLR

This addendum serves to notify all bidders of the following changes to the solicitation documents:

The following is added to the **Scope of Services**:

g. MnDOT completed a Phase II study of the London Road project corridor and identified areas of potential contamination that are in the vicinity of the planned LSLR work. The selected Consultant will coordinate with the City's environmental engineer (hired through a separate consultant contract with the City) throughout the project design to evaluate the potential for contaminated soils within the limits of the planned LSLR work. The City's environmental engineer will be responsible for preparing environmental project plans, special provisions, a Response Action Plan / Construction Contingency Plan (RAP/CCP) and other project documentation as needed for project review / approval with regulatory agencies. The Consultant should anticipate time and effort to coordinate with the environmental engineering and incorporate the environmental plans, special provisions, and supporting documents in its design submittals and final plans.

The following revision is made to the **Cost Proposal Contents** section:

The seventh bulleted item in the "Cost Proposal Contents" section (page 14) should refer to "Appendix B" for the purposes of this RFP.

Responses to Questions:

Question: Will the design for the service replacements be open cut installation or trenchless or both? If trenchless, does the City or MnDOT have a Geotech report they can share for the area? Or do we need to include a geotechnical sub?

Response: The installations are anticipated to be trenchless – the consultant is expected to review available information (water and sewer plats, historic plans, MnDOT geotechnical information, etc.) to determine the likely or known presence of bedrock in the vicinity of the service and to so indicate in the Plans. Consultants should not include geotechnical services in the proposal.

Please acknowledge receipt of this Addendum by including a copy of it with your proposal. The pages included will not count toward any page limitation, if any, identified in the RFP.

Posted: **7/29/24**

APPENDIX B - PROPOSAL COVER SHEET
CITY OF DULUTH
RFP# 24-99591
RFP Engineering Services for Lead Water Service Replacements

Bidder Information:	
Bidder Name	LHB, Inc.
Mailing Address	21 West Superior Street, #500, Duluth, MN 55802
Contact Person	Matt J. Settergren
Contact Person's Phone Number	218.279.2256
Contact Person's E-Mail Address	matt.settergren@LHBcorp.com
Federal ID Number	410904334
Authorized Signature	
Name & Title of Authorized Signer	Matt J. Settergren, Vice President - Public Works
Email of Authorized Signer	matt.settergren@LHBcorp.com

**APPENDIX D – BYRD ANTI-LOBBYING CERTIFICATE
CITY OF DULUTH
RFP# 24-99591
RFP Engineering Services for Lead Water Service Replacements**

The completed certificate must be submitted with your proposal.

APPENDIX D

BYRD ANTI-LOBBYING AMENDMENT CERTIFICATION (To be submitted with each bid or offer exceeding \$100,000)

The undersigned, [Company] LHB, Inc. certifies, to the best of his or her knowledge, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor, [Company] LHB, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 *et seq.*, apply to this certification and disclosure, if any.



Signature of Contractor's Authorized Official

Matt J. Settergren, Vice President - Public Works

Name and Title of Contractor's Authorized Official

July 31, 2024

Date