

Scope of Services – Phase 2

1. Payroll Compliance Review: LHB will review Contractor's submitted prevailing wage documentation for accuracy and completion and will return incomplete or inaccurate payroll documentation to the Prime Contractor for resubmittal. Significant wage issues will be reported to the City upon identification. Documentation (reports) will be compiled and submitted to the City on a quarterly basis.
2. Monthly Field Wage Interviews: LHB will conduct on the jobsite spontaneous monthly field checks to interview workers for verification of wages. A monthly interview form containing required employment data and wages will be filled out and delivered to the City for reporting on a quarterly basis.
3. Month End Trucking Report (METR) Review: The Prime Contractor will forward all METRs to LHB for review. LHB will verify compliance with required trucking rates and submittal of required forms. In addition, LHB will work with the Contractor to verify that independent truck operators (ITOs) on the jobsite have up to date cab cards, insurance, and commercial driver's license (CDL) documentation on record. LHB will provide ITO verification to the City as needed.
4. Apprenticeship State Ratio Verification: LHB will verify with the Prime Contractor how many apprentices are working on the jobsite to identify if the state ratios for journeymen to apprentices is being adhered to. If there is non-compliance, LHB will document the ratio and notify the City and Prime Contractor.
5. Verification of Poster Board Display: LHB will verify the presence of a poster board at the job site displaying the relevant wage information. If a poster board is not present or is not legible, LHB will notify the City and Prime Contractor.

Assumptions

1. Phase 1 of this project is contracted to Rachel Contracting, LLC as the Prime Contractor and it is in the second year of construction. For Phase 1, LHB will only be responsible to provide the above-described services for work performed beginning in 2023.
2. The Prime Contractor for Phase 2 of this project is Veit and Company, Inc.
3. LHB will provide the above deliverables on a quarterly basis, or as needed, to the City's representative. It is our understanding that the City will submit required documentation to the State for compliance (if required) and will have ultimate authority and responsibility in regards to the contract requirements.
4. LHB's proposed fee is based on an estimated weekly average of up to five (5) labor hours to conduct the above prevailing wages scope of services.
5. LHB assumes verification checks will need minimal coordination and review efforts with Contractor(s) working on the jobsite. If submittals and verifications are consistently inaccurate or incomplete, LHB will need more labor time to perform and deliver the documentation and will work with the City team to increase the scope of services fee.

Proposed Fee

LHB proposes an hourly fee with an estimate of Eight Thousand Nine Hundred Ninety Dollars (\$8,990) including reimbursable expenses. The fee is divided as follows:

- Phase I Completion (Rachel Contracting).....\$1,940
- Phase II Construction (Veit & Company)\$7,050

Terms and Conditions

Upon your approval of this proposal, LHB will work with the City's Purchasing department on an Amendment agreement consistent with the terms and conditions of the original project's agreement form.

We appreciate the opportunity to provide you with our services. We look forward to working with you. Please contact me at 218-310-3084 if you have any questions.

LHB, INC.



HEIDI S. BRINGMAN, PROJECT MANAGER/LA



JOSEPH D. LITMAN, CHIEF OPERATING OFFICER

c: LHB Project No. 170032

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Brighton Beach - Prevailing Wage Review
City of Duluth
Joe Litman/Heidi Bringman

210260
June 15, 2023

Project Breakdown Task Description	P1	P3	P4	P5	P6	P8	P11	T1	T3	T5	T6	T10	T12	Total Labor Costs (\$)
	Project Principal	Profess. Eng.	Profess. Eng.	Profess. Eng.	Profess. Eng.	Profess. Eng.	Profess. Eng.	Senior Tech.	Senior Tech.	Lead Tech.	Inter. Tech.	Tech.	Tech.	
	\$ 240	\$ 205	\$ 180	\$ 170	\$ 160	\$ 140	\$ 110	\$ 130	\$ 115	\$ 100	\$ 95	\$ 75	\$ 65	
Phase 1 - Final Landscape/Erosion Control														\$ 1,940.00
Data Gathering						1								\$ -
Payroll/METR Review (4 weeks)						2			12					\$ 1,660.00
Monthly Field Wage Interviews (2 ea)						1								\$ -
Phase 2 - Construction														\$ 7,050.00
Data Gathering						1								\$ 140.00
Payroll/METR Review (18 weeks)						3			54					\$ 6,630.00
Monthly Field Wage Interviews (4 ea)						2								\$ 280.00
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Total Hours	-	-	-	-	-	10	-	-	66	-	-	-	-	\$ -
Travel Expenses	Qty	Rate	Cost	Other Direct Expenses					Cost		Labor Cost			\$ 8,990.00
Travel Exp (Airfare, Meals, Hotel, Rental Car, Gas, etc.)			-	Mail / Delivery							Travel Costs			\$ -
		-	-	Printing							Direct Costs			\$ -
		-	-	Other										
		-	-								Subconsultants 1			
		-	-								Subconsultants 2			
		-	-								Subconsultants 3			
		-	-								Subconsultants 4			
Total Travel Costs			-	Total Direct Costs					-		Total Estimated Cost			\$ 8,990.00