



Consulting Engineers P.A.

December 20, 2018

Mr. Erik Birkeland
City of Duluth
1532 West Michigan Street
Duluth, MN 55806

Re: Harbor Drive Road Design Project Proposal – REV 1
AMI Project # 181350

Mr. Birkeland,

The following document has been prepared at the request of the City of Duluth (City) for the Harbor Drive Road Design Project. AMI Consulting Engineers (AMI) currently has a Contract with the City to provide design and construction management services during the DECC Seawall Project along the west side of MN Slip and 5th Ave on the north corner of the harbor dock wall near the Duluth Entertainment Convention Center (DECC). This proposal includes the road design as well as updating the previous seawall project to connect in to the constructed portions completed in 2018.

It is our understanding that the City of Duluth desires AMI to create a design for the reconstruction of Harbor Drive and 5th Avenue to remedy damage to Harbor Dr. during Phase I construction and to eliminate standing water in the aftermath of rain events due improper drainage of the existing road. Phase I includes the entire width Harbor Drive from Sta: 0+00 to Sta: 12+08, including curb and gutter (Reference Phase 1 in drawing EX-1). The overall layout of the roadway, bike path and sidewalks will follow closely with what was designed by AMI and approved by the City in 2017. We understand that the design will need to meet the needs of multiple parties including the City of Duluth, DECC, and Vista Fleet. The following sections describe the scope of work for the incorporation of the Harbor Dr. design for Phase I of the DECC Seawall Project.

Work will include all Civil Engineering, Permitting, Construction Proposal Assistance and Construction Management Services associated with Phase 1. AMI understands that construction will occur in the spring of 2019 with the Phase II Harbor Dr. design and Phase II DECC Seawall construction to follow sometime in the future. Due to the unknown timeframe for Phase II, only Phase I will be included at this time.

Civil

Civil design shall include site survey, grading plan, bike trail and waterfront walkway plan, raised pedestrian crosswalk (table), gathering area, landscape layout (turf), demolition plan, and site renderings. Civil scope of work is as follows:

- 1) Perform Gopher State one call to locate existing private and public utilities prior to survey.
- 2) Conduct complete civil survey of features.
 - a) Survey shall include existing features between existing dock wall and city street.
 - b) Survey shall include existing contours.
 - c) Survey shall utilize other background features and imaging beyond streets to tie in key points along the project as related to the key buildings and structures for planning purposes.

- 3) Site development (2) meetings with City to determine site features and layouts.
 - a) Concrete sidewalk layout and raised table crosswalk.
 - b) Items per November 2, 2018 meeting summary notes with City and DECC, amended by December 19, 2018 emails between City and AMI.
- 4) Stormwater design.
 - a) Prepare SWPPP.
 - b) Prepare permitting calculations.
- 5) Prepare 60 percent site development design.
 - a) Prepare construction documents for permitting.
 - b) Review plan progress with City.
- 6) Prepare 90 percent site development design.
 - a) Prepare plan documents for City Review.
 - b) Review plan progress with City.
- 7) Prepare final construction plans and technical specifications.
- 8) Update final cost estimate.
- 9) Create site renderings in both plan and section of final plans. These color renderings would be utilized by City of Duluth/DECC for presentation to stakeholders and for media purposes.

Environmental & Permitting The permits last 6 months, will need to apply for them again.

1) Permitting and Environmental Document Preparation.

AMI will be responsible for obtaining the following permits. We will look to the City administration and engineering departments for support in preparing submittals. We have estimated the number of hours related to prepare the permit and plan documents based on recently performed dock repair projects. We are hopeful that the permitting process may be more streamlined; however, we have estimated that the process will require several iterations. SWPPP costs are included in civil design service cost estimate.

Permit Name	Description	AMI Task	Regulatory Agency	Timeline
MPCA Storm Water Pollution Prevention Plan (SWPPP)	Describes the steps that will be taken to prevent non-point source pollution	plan document	MPCA	submit 8 days pre project
MPCA (NPDES) Construction Storm Water General Permit	Agreement to be in compliance with NPDES/SDS	plan document	MPCA	Submit 7 days' pre-project
Municipal Erosion control permit	Describes the control of sediment migration from adjoining properties, roadways, catch basins, or wetlands.	permit	City of Duluth-	Submit 7 days' pre-project
Municipal Filling/Grading permit	Any grading or excavation by a licensed firm.	permit	City of Duluth	Submit 7 days' pre-project
Municipal Utility plan approval	Utility and lift station plans require approval by the city engineering dept.	plan approval	City of Duluth	Submit 14 days pre project

CONSTRUCTION PROPOSAL ASSISTANCE

AMI understands that the work for Phase I will be completed by Veit & Company, Inc unless informed otherwise by the City of Duluth. AMI will provide assistance to the City of Duluth with the analyzing of Veit's proposal to complete Phase I of the project by giving an Engineer's Estimate and analysis of proposed construction timelines. AMI will assist City staff with final plan preparation, specification, and project walk through with the contractor. AMI will review and respond to construction related questions with additional supporting documentation and specifications.

If you have any questions or comments, please contact me at 715.718.5716. We look forward to continuing to work with the City of Duluth on this infrastructure improvement project.

CONSTRUCTION MANAGEMENT SERVICES

Due to the complex nature of the project, AMI has budgeted to provide 50% onsite construction management services for 8 weeks. AMI will not exceed the proposed amount (contingent upon the completion of Phase I construction). Construction timelines will be contingent on available funding and Contractor timeliness.

AMI has budgeted for an engineer/scientist to be present onsite 50% of the time during Phase 1 construction activities. This individual will be responsible for overseeing proper construction of the complete set of construction plans. Additional management tasks will include notice to proceed, set baseline staking, project kick off meeting, schedule tracking, weekly contractor and stakeholder meetings, weekly progress reports to City, pay application review and certification, shop drawing and material specification review and approval, visual inspections, field engineering, completion of punch lists, final walk through, as-built and project acceptance.

ITEMS NOT INCLUDED

Phase II Civil Engineering
Phase II Construction Services
Phase II Permitting
Street or Sidewalk Closure Permits/Detour Route or Signage Design
Demolition Permits
Utility Design (except for storm sewer)
Stormwater Treatment Design
Landscape Architecture or Amenity Design
Traffic Study

These items can be provided for an additional fee if requested.

SCHEDULE

AMI Consulting Engineers has the key staff needed to complete the scope of work. We are available to start on this project immediately upon your approval. It is expected this Phase I Harbor Dr. road design will take 1 to 2 months to complete. AMI will work diligently to meet the City of Duluth schedule for February/March bidding and Spring 2019 start of construction schedule.

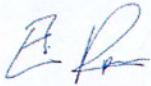
PROPOSED FEES

AMI Consulting Engineers will provide these services on an Hourly Rate Basis according to the attached 2018 Fee Schedule. No additional services will be completed without prior written authorization.

The estimated fee for each section of the project listed above is as follows:

Civil Engineering	(\$30,960.00)
Environmental & Permitting	(\$6,700.00)
Construction Proposal Assistance	(\$5,220.00)
Phase 1 - Construction Management Services	(\$26,320.00)
Project Total	\$69,200.00

Respectfully Submitted,



Eli Rupnow, PE, LEED AP
Civil Engineering Department Manager

Attachments:

Road Replacement Exhibit EX-1
AMI 2018 Fee Schedule
AMI Terms & Conditions