

Exhibit B



Building a Better World
for All of Us®

August 13, 2015

RE: Railroad Street Turn-lane and Bayfront
Trails Final Design
Duluth, Minn.
SEH Project No. DULUT 131873

Erik Birkeland, Property and Facilities Manager
City of Duluth
1532 West Michigan Street
Duluth, MN 55806

Dear Erik:

Short Elliott Hendrickson Inc. (SEH®) is pleased to submit this proposal for the final design of the Railroad Street Turn-lane, parking lot, and trail improvements at Bayfront Park. This proposal is based on conversations with you, the preliminary design we have completed, and our knowledge of the work currently planned for the area.

PROJECT OVERVIEW

SEH has completed the preliminary design and cost estimates for the Railroad Street turn-lane, Bayfront parking lot, and proposed trails through Bayfront Park for the City. We understand the City of Duluth would now like to complete the final design of these items in order to construct the turn-lanes yet this fall.

WORK PLAN

- | | | |
|---------------|--|-----------------|
| Task 1 | Project Management/Meetings
This task includes overall project management and project meetings. We have assumed two project meetings with the City Parks and Engineering departments and three public meetings with either the Parks Board or City Council. | \$2,800 |
| Task 2 | Railroad Street Plans
The plans for the turn-lanes were previously submitted to the City for a 90% owner review. The City didn't complete their review. This task will incorporate any design changes from the City comments, finalize quantities, complete special provisions, and assist the City in assembling a bid package for advertising. We will also answer questions during bidding and attend the preconstruction meeting. | \$2,900 |
| Task 3 | Bayfront Parking Lot
There were two options presented to the City for the parking lot. The City will have to choose which option to move forward with. SEH will then complete the final design including geometrics, grading plan, and a stormwater treatment plan. SEH will complete special provisions and assist the City in assembling a bid package for advertising. This task also includes a drainage report to be submitted to City Engineering and coordination with AMI for an outlet into the Harbor from a stormwater treatment system. We will also answer questions during bidding and attend the preconstruction meeting. | \$21,000 |

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 418 West Superior Street, Suite 200, Duluth, MN 55802-1512

SEH is an equal opportunity employer | www.sehinc.com | 218.279.3000 | 888.722.0547 | 888.908.8166 fax

Exhibit B

Bayfront Improvements
August 13, 2015
Page 2

Task 3 Bayfront Trails

\$6,000

SEH will complete the final design for the trail adjacent to the parking lot connecting to Baywalk. This will include a standalone plan set with typical sections, details, quantities, and trail grading. Fencing location and details will also be included along with the special provisions and assistance with the bid package. We will also answer questions during bidding and attend the preconstruction meeting.

DELIVERABLES

For this project, SEH will provide the following:

- Project management and meetings (two staff and three public meetings).
- Final design plans and specifications for each of the three phases.
- Detailed construction cost estimates for all the proposed improvements.
- Bidding assistance including contract questions and a preconstruction meeting.

ASSUMPTIONS

Our work plan and deliverables were built on the following assumptions:

- The City will provide any GIS utility and mapping information as needed.
- Park lighting has not been requested and is not included in our fee. SEH can provide this service if requested.
- City will prepare a bid package with all front end documents. SEH will provide special provisions and the bid form.
- City of Duluth Parks Department will provide landscaping details for trees/shrubs.
- City of Duluth will provide construction administration, inspection, and staking.

SCHEDULE

We are prepared to begin work upon receipt of a signed contract and notification to proceed. We anticipate the final plans and specifications will take five weeks to complete. The schedule of the public meetings will be determined by the Parks Department.

We look forward to discussing this project with you further. If you have any questions, please contact me at 218.279.3025 or via email at mbolf@sehinc.com.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Mat Bolf, PE
Principal
mh/sa

Exhibit B



Building a Better World
for All of Us®

June 5, 2015

RE: Railroad Street Turn-lane and Bayfront
Trails Preliminary Design Amendment
Duluth, Minnesota
SEH Project No. DULUT 131873

James M. Shoberg, RLA, Project Coordinator
Parks and Recreation Department
City of Duluth
411 West First Street
Duluth, MN 55802

Dear Jim:

We provided you with a letter proposal for completing work on this project on February 16th, 2015. Per that proposal, we completed the conceptual plans for Railroad Street turn-lanes, Bayfront Parking Lot, and Bayfront Trails. We also provided cost estimates for this work along with meeting with City staff to discuss the costs.

As you are aware, on April 16th, 2015, you authorized us by email to proceed with final design and construction documents for the work on Railroad Street associated with the turn-lanes. We completed final plans and specifications and provided the City a copy in May. The City has since decided not to bid the project but the plans and specs are nearly complete and awaiting formal City review and approval.

Our original contract for this project was \$3,500. The total of the extra design services for the completion of final design plans and specifications is \$8,000 and we are requesting a contract amendment for that amount. This would bring our total contract amount to \$11,500. Should the City choose to move forward with final design of the parking lot or trails, we will provide a separate proposal to complete that work.

Thanks again for the opportunity to work with you on this project and we look forward to completing future final design work. If you have any questions, please contact me at 218.279.3025.

Sincerely,

Mat Bolf, PE
Principal

mh

S:\AED\131873\2-proj-mgmt\Railroad Street Bayfront Letter Amendment.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 418 West Superior Street, Suite 200, Duluth, MN 55802-1512

SEH is an equal opportunity employer | www.sehinc.com | 218.279.3000 | 888.722.0547 | 888.908.8166 fax

Exhibit B



Building a Better World
for All of UsSM

February 16, 2015

RE: Railroad Street Turn-lane and Bayfront
Trails Preliminary Design
Duluth, Minnesota
SEH Project No. DULUT P-129348

James M. Shoberg, RLA, Project Coordinator
Parks and Recreation Department
City of Duluth
411 West First Street
Duluth, MN 55802

Dear Jim:

Short Elliott Hendrickson Inc. (SEH[®]) is pleased to submit this proposal for the Railroad Street Turn-lane, parking lot, and trail improvements at Bayfront Park. This proposal is based on conversations with you, the preliminary design we have completed, and our knowledge of the work currently planned for the area.

Project Overview

We understand the City of Duluth would like to construct turn-lanes for the parking lot serving Bayfront Park. Providing this left turn-lane into the parking lot will ease congestion during events and will provide a safe area for stopped vehicles turning into the parking lot. In addition the City will be improving the existing gravel parking lot along with constructing trails and fencing around Bayfront Park. The City of Duluth is looking for assistance in providing detailed concept plans and construction cost estimates for these improvements. We understand that once the City selects the design to move forward with, a separate RFP will be issued for the final design. We have developed the following work plan and fee estimate based on this understanding.

Work Plan

Task 1	Project Management/Meetings	\$1,500
	This task includes overall project management and project meetings. We have assumed one project meeting with the City Parks and Engineering departments and one public meeting with the Parks Department.	
Task 2	Concept Plans	\$1,500
	SEH will revise the concept plans previously submitted to the City to include an additional turn-lane from the west on Railroad Street along with updating the trail and fence layout. An assumed lighting layout and stormwater treatment for the parking lot will also be added. We will identify any potential right-of-way encroachments onto private property.	

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 418 West Superior Street, Suite 200, Duluth, MN 55802-1512

SEH is an equal opportunity employer | www.sehinc.com | 218.279.3000 | 888.722.0547 | 888.908.8166 fax

Exhibit B

Railroad Street Turn-lane
February 16, 2015
Page 2

Task 3 Construction Cost Estimates

\$500

SEH will update all previous construction cost estimates to include the additional turn-lane on Railroad Street, the trail and fence layouts, include lighting and storm treatment, along with more current construction unit prices.

Deliverables

For this project, SEH will provide the following:

- Project Management and meetings (one staff and one public meeting)
- Concept plan drawings on aerial photos for the Railroad Street and Park improvements
- Detailed construction cost estimates for all the proposed improvements

Assumptions

Our work plan and deliverables were built on the following assumptions:

- The City will provide any GIS utility and mapping information as needed
- SEH will prepare and attend one public meeting to be led by the Parks Department
- SEH will assume basic park lighting standards as none have been proposed by the City
- The City will use this work to determine what options will be carried into final design and construction

Schedule

We are prepared to begin work upon receipt of a signed contract and notification to proceed. We anticipate the concepts and construction costs will take two weeks to complete. The schedule of the public meeting will be determined by the Parks Department.

Fee Estimate

We have estimated a total fee of \$3,500 to complete our services which would be billed on an hourly basis.

If this proposal meets your approval, we will forward a contract under separate cover. We look forward to discussing this project with you further. If you have any questions, please contact me at 218.279.3025 or via email at mbolf@sehinc.com.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Mat Bolf, PE
Principal

mh