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January 30, 2015

RE: Cross City Trail – Phases 3 and 4
Duluth, Minnesota
SEH No. DULUT 109680

Mr. Patrick Loomis, PE
City of Duluth Engineering
411 West 1st Street
Duluth, MN 55802

Dear Mr. Loomis:

We are pleased to present this proposal to continue working with City of Duluth staff on the Cross City Trail. We understand you are looking for assistance with the final design, permitting, bidding assistance, and construction administration for Phase 4 Upper Route (Greene Street to Zoo) and for meetings, alternative analysis, cost estimates and field reviews for the proposed Phase 3 Upper Route (Zoo to Spirit Mountain) of the Cross City Trail project. Once this work is complete, a separate proposal will be prepared for the final design, geotechnical exploration and analysis, and plan and specification preparation for Phase 3.

I have outlined below the remaining major work categories that need to be completed for the Cross City Trail Upper Route Phases 3 and 4.

Phase 4 Tasks

1. Project Management and Meetings **\$7,700**

This task includes overall project management and client updates along with City staff meetings, MnDOT meetings to discuss right-of-way and limited use permit, Duluth Parks Board meeting, contaminated soils meeting, and one assumed public meeting for Phase 3.

2. Structural and Geotechnical Final Design **\$21,500**

This task includes reviewing bridge design options and cost estimates for the new bridge near the snowmobile bridge and for a new bridge over Keene Creek at Greene Street. This also includes the final design of both new pedestrian bridges along with the geotechnical exploration and recommendations for each structure. Braun Intertec will be completing the geotechnical exploration and recommendations.

3. Right-of-Way / Limited Use Permit **\$8,800**

The proposed Phase 3 route would utilize the DWP right-of-way. In this phase, the majority of the land is owned by MnDOT and will be acquired by the City of Duluth. In this task we will create a description and exhibit for a 100' wide trail easement through this property suitable for recording. This will include field time to research and locate 4 plat corners in order to describe the easement in a consistent manner with the underlying plat and to ensure there are no encroachments onto private property. We will also verify Duluth's ownership of the remaining DWP right-of-way near the zoo and establish the right-of-way in our

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design. We will also work with MnDOT to prepare and secure a Limited Use Permit for the trail as it crosses under I-35.

4. Topographic Survey, Final Plan and Specification Preparation, Drainage Design, and Utility Coordination \$27,100

This task includes finalizing the construction plans, specifications, and construction cost estimates and drainage design. The plans will be prepared to a State Aid standard and specifications will follow the City of Duluth and MnDOT standards. Although a full drainage report is not anticipated, we will prepare a drainage memorandum discussing the stormwater impacts to this project. This task also includes execution of the MnDOT utility notification process. Topographic survey will be completed for the trail corridor needed for the final bridge and trail design. This task assumes no geometric, alignment, or profile changes will occur from the current proposed route.

5. Environmental Documentation \$10,900

We will prepare the final Project Memorandum for Phase 4 of this project. We will also prepare the Section 4(f) documentation for Phase 3 and 4 of the project and seek Duluth Park Board approval. A wetland delineation of the project corridor and preparation of a wetland report will be completed along with completion and submittal of the appropriate wetland permits for the proposed wetland impacts.

6. Construction Administration Assistance (Phase 4) \$8,500

Phase 4 is scheduled to begin construction in early summer of 2015. The City is completing the daily construction inspection and administration with support from SEH to complete shop drawing reviews and approvals, site meetings, and addressing design change requests throughout construction. This task continues SEH support of City staff during the construction of Phase 4. We have included 40 hours for a project manager to be used as directed by City staff. This task also includes 10 hours of SEH project manager time for assistance through the bidding process and attendance of the bid opening.

Phase 3 Upper Route Tasks

1. Meetings and Public Involvement Assistance \$5,500

The City of Duluth Planning Department will lead a public process to gather input on several route options. SEH will assist the City with preparation and running of the public meeting. We've assumed the public involvement effort will include one public meeting during May. We will also assist the City in meeting with Spirit Mountain, DNR, MnDOT, and the Duluth Parks Department. Attendance at four project meetings with City staff is included as well. This is a budgetary estimate only, the number of meetings required to complete the analysis and public involvement is unknown.

2. Alternative Analysis \$7,000

As different routes are studied and presented to the public, we will perform analysis for each route. This includes preliminary layouts, identification of right-of-way impacts, field reviews, identification of major design issues (utility impacts, bridges, etc.), and cost estimates. This is a budgetary estimate as it's not known at this time how many route options through Spirit Mountain the City will want studied or presented to the public.

As you are aware, SEH is under contract for \$609,000. The last amendment we received was for \$116,000 to complete meetings and public involvement assistance, route alternative analysis and cost estimates, field reviews, and topographic survey for the trail from Carlton Street to Spirit Mountain on what's known as the upper route. After the second public meeting and a series of field reviews and City staff meetings, we were directed to start the preliminary and final design for Phase 4 of the project from Greene Street to the Zoo with the remaining budget from the last amendment.

The total of the current project amendment request is \$97,000. This includes the tasks listed above for Phases 3 and 4 of the project. The tasks for Phase 3 are budgetary estimates as no route decisions have been made and will be billed on an hourly basis. If the requested work exceeds this amount, we will notify the City and provide a supplemental proposal. Please review this proposal and contact me with any questions.

We look forward to continuing our work on the Cross City Trail.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Matt Bolf, PE
Project Manager

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