



January 29, 2024

Patrick F. Loomis, PE
Project Engineer
City of Duluth Public Works
411 West First Street, Room 240
Duluth, MN 55802

PROPOSAL FOR PROFESSIONAL SERVICES – AMENDMENT 01 BRIGHTON BEACH ROADWAY

In accordance with our ongoing discussions and final design work on the project we have prepared the following summary of additional services and costs related to the contract. Work is summarized as follows:

Scope of Additional Services

Wetland Permitting

Additional services to complete the wetland permitting for the roadway project includes preparing the wetland mapping, permit application, researching and identifying available wetland credits within the watershed, and permit submission to the City.

Design Survey Staking

Additional survey services include providing staking of the proposed roadway centerline in the field, as well as staking of the proposed tree clearing limits.

Final Design

The additional design effort includes the following:

- Modifications to the typical sections and drainage system design as directed by the City and State Aid.
- Additional detail design and project coordination with City staff necessary to design specialized drainage BMPs for the project.
- Modification to the roadway width during final design, as required to address comments and requirements by MnDOT State Aid.
- Coordination and meetings with City staff and MnDOT State Aid regarding the variance request.
- Review of the Environmental Assessment for the project.

Construction Observation and Survey

Construction observation and survey services consisting of the scope as summarized below and in the attached fee estimate worksheet. This does not include material testing. It is assumed that this service will be provided by others under a separate contract with the City of Duluth.



Task 1 - Preconstruction

- Attend preconstruction conference hosted by City (engineer & inspector).
- Review shop drawings & submittals.
- Project Administration (project management, invoicing, coordination)

Task 2 – On-Site Construction Observation

- Full-time construction observation with experienced inspector.
- MnDOT Construction Certified inspector will be readily available and on-site when necessary.
- Periodic site visits by Project Manager if/as needed.
- Coordination of materials testing, sampling, and reporting.
- Attend weekly on-site construction meetings (engineer & inspector).

Task 3 – Documentation & Recordkeeping

- Full project documentation in accordance with MnDOT State Aid and City requirements and standards.
- Monitor contractor’s adherence to environmental, materials and labor requirements.
- Prepare draft pay estimates in One Office for review by City.
- Prepare required change orders.
- Prepare record drawings.

Task 4 – Survey Staking

- Prepare staking files.
- Provide construction staking.
- Provide as-built survey.

Task 5 – Project Coord. & Closeout

- Schedule post-construction walk through with the contractor and prepare and track punch list.
- Assemble and submit complete project closeout in accordance with MnDOT State Aid and City standards.
- Track payroll.
- Final materials certification.

Fees

The total amount of the additional services included in Amendment 01 is **\$361,504**, divided as follows:

- Wetland Permitting.....\$5,200
- Design Survey Staking.....\$4,111
(Includes \$866 in expenses for survey equipment and mileage.)
- Final Design\$66,000
- Construction Observation and Survey\$286,193

We appreciate the opportunity to continue providing services for this project. Upon review, if you have any questions concerning our proposal or would like to meet to discuss, please do not hesitate to call.

LHB, INC.



Megan Goplin, Project Manager



Matt Settergren, Vice President

Attachments: Fee Estimate Worksheet

c: LHB Project No. 220990

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Construction Observation and Survey Fees



Project Name
Client
Preparer

Brighton Beach Roadway CA
City of Duluth
Megan Goplin

Project Number
Date

220990
January 29, 2024

2024 FEE ESTIMATE WORKSHEET

Project Breakdown Task Description	P1	P4	P5	T3	T3	T4	T10			Total Labor Costs (\$)
	Project Principal	Profess. Surveyor	Profess. Eng.	Senior Tech.	Senior Tech.	Lead Surveyor	Tech.			
Task 1 - Preconstruction	\$ 210	\$ 180	\$ 170	\$ 120	\$ 120	\$ 115	\$ 95			
Preconstruction Conference			2	2	2					\$ 820.00
Review Shop Drawings & Submittals			6		4					\$ 1,500.00
Project Management	10		25							\$ 6,350.00
Task 2 - On Site Construction Observation										
Est 25 Weeks at 55 Hrs/Wk				1,250			125			\$ 161,875.00
Travel				75	37					\$ 13,440.00
Supplemental Insp. Assistance					125					\$ 15,000.00
Engineer Site Visits (12 Trips)			24							\$ 4,080.00
Weekly Meetings (25)			50							\$ 8,500.00
Coordination and Engineering Consultation			60							\$ 10,200.00
Task 3 - Documentation & Recordkeeping										
Materials Certification			3		12		12			\$ 3,090.00
Pay Estimates (Est. 13)				12	6		6			\$ 2,730.00
Change in Const. Status Forms					3					\$ 360.00
Change Orders			6		25					\$ 4,020.00
Record Drawings					20		20			\$ 4,300.00
Task 4 - Survey										
Survey Coordination		10								\$ 1,800.00
Control Verification and Densification			1				4			\$ 630.00
Reference Hubs @ 100' intervals			2				25			\$ 3,215.00
Sawcuts					1		4			\$ 580.00
Erosion Control					2		6			\$ 930.00
Storm Culverts, Aprons & Structures (new only)					2		12			\$ 1,620.00
Bluetops-Centerline/Edge of Roadway					4		20			\$ 2,780.00
Prepare & Compute Curb Stakes			8		10		60			\$ 9,460.00
Walk/Trail Connections					2		16			\$ 2,080.00
Pavement Markings					2		16			\$ 2,080.00
Signs					1		4			\$ 580.00
Restaking (1 day)							10			\$ 1,150.00
As-Built Survey		1					8			\$ 1,100.00
Task 5 - Project Coord. & Closeout										
Punch List/Walk Through			8	4	4					\$ 2,320.00
Assemble Final Documentation/Payroll					60		20			\$ 9,100.00
Materials Certification			2		12					\$ 1,780.00
Total Hours	10	11	197	1,343	334	185	183	-	-	
Travel/Survey Expenses	Qty	Rate	Cost	Other Direct Expenses		Cost	Labor Cost		\$ 277,470.00	
Mileage Engineer Visits and Meetings	518	0.67	347.06	Mail / Delivery		-	Travel/Survey Costs		\$ 8,723.06	
Mileage	2800	0.67	1,876.00	Printing		-	Direct Costs		\$ -	
4WD Survey Truck (includes 124 miles in a day)	20	125.00	2,500.00	Other		-				
GPS Unit	20	200.00	4,000.00							
		-	-							
		-	-							
		-	-							
Total Travel Costs			8,723.06	Total Direct Costs		-	Total Estimated Cost		\$ 286,193.06	