



Building a Better World
for All of Us®

October 14, 2024

RE: Cross City Trail Phase 3
Staking Amendment Request
SEH No. DULUT 159621

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

Dear Mr. Loomis:

This letter outlines the additional work we completed during construction that was outside the scope of our original construction contract and to provide a pdf of record drawings.

Additional Work Completed During Construction

Our current hourly contract included an amendment on March 14, 2024, for \$36,332 to cover additional design services completed and to provide construction services for Phase 3. During the construction of Phase 3, we performed additional construction staking at the request of the City that was outside our original scope. In addition, the City has requested additional record drawing work beyond our original scope. A summary of the additional work performed to date is as follows:

Task 1	Construction Staking	\$4,600
	In addition to the staking scope in our construction contract, we performed the additional following staking:	
	• Topo of fill areas to confirm volumes of fill placed – Zoo and Irving Park • Fence staking at the Zoo end • Tree removal limits confirmation • CAD file assistance with KTM for machine control grading • 59th West sawcut topo • Erosion Control quantity topo • Re-staking of fill areas	
Task 2	Record Drawings	\$1,100
	Our current contract included a record drawing survey of the drainage structures. The City has requested a survey of the ADA ramps and curblin on 59 th . In addition to the .csv file, the City is also requesting a pdf record drawing be created.	

Fee Estimate

At this time, we are requesting an amendment in the amount of \$5,700 for the additional work completed during the construction of Phase 3.

Please review this request and contact me with any questions. We look forward to continuing our work on the Cross City Trail.

Sincerely,

Matt Bolf, PE
Principal | Project Manager
(Lic. MN, WI)

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