

June 30, 2016

SRF No. 9114

Ms. Cindy Voigt
City Engineer
CITY OF DULUTH
211 City Hall
411 W. 1st Street
Duluth, MN 55802

SUBJECT: KENWOOD ARROWHEAD SIGNAL AND ROADWAY IMPROVEMENTS
PROPOSED AMENDMENT #2
VARIOUS ADDITIONAL SCOPE ITEMS

Dear Ms. Voigt:

Based on your request, this letter outlines a proposed amendment to the Professional Engineering Services Agreement for *Arrowhead, Kenwood & W Cleveland Street and Signal Improvements*, dated February 19, 2016. This amendment covers the addition of various scope items described in detail below.

SCOPE OF SERVICES

The following additions to the original scope of services are proposed:

1. **Additional Project Management.** This task covers additional meetings attended by LHB staff not already in the project scope, coordination required for two additional draft PS&E submittals (95% and 99% submittals), attendance by SRF and LHB at a project pre-bid meeting, and time to respond to bidder questions.
2. **Add City Road Work to Project.** This task covers working with the City of Duluth to add roadway improvement work into the project plans, specifications, and estimate. Plans for the additional roadway reconstruction work will be prepared by the City. The additional roadway work includes concrete pavement restoration at the intersection of Kenwood Avenue/Arrowhead Road, a full-depth bituminous pavement reclamation from the Kenwood/Arrowhead intersection east to 100 feet east of Dodge Avenue, south to 100 feet south of Cleveland Street, and west 200 feet, and a 2-inch mill and overlay from the Kenwood/Arrowhead intersection north 1600 feet. The work included updates to the cover sheet, general layout plan, statement of estimated quantities sheets, and tabulation sheets; sheet numbering updates, plan set assembly and engineer's estimate updates; and extending the signing and striping plan to new project limits.

3. **Landscape Plan.** This task covers preparation of detailed landscaping plan and supporting details for the US Bank site.
4. **Additional Road and Utility Design.** This task covers changes to the plans required to relocate the water main adjacent to Cleveland Street west of Kenwood Avenue to accommodate existing power poles that will remain in place that were anticipated to be relocated as in the initial scope. It also covers roadway design changes for Cleveland Street of Kenwood Avenue required to accommodate a power pole that was not included within as-built survey information provided by the City at the start of the project. The pole was discovered after the 30% plan submittal as part of a site visit.
5. **Additional Easements.** This task covers the preparation of the following additional easement exhibits/sketches/descriptions:
 - a. Revised permanent easement – NW corner Kenwood/Arrowhead
 - b. Revised permanent easement – SE corner Kenwood/Arrowhead
 - c. Temporary easement – SE corner Kenwood/Arrowhead
 - d. Sketches showing relation of easements to signals – Cleveland intersection
 - e. Amatuzio permanent easement
 - f. Barrington permanent easement
 - g. Revised Subway permanent easement at Kenwood
 - h. Subway permanent easement Cleveland at Alley
 - i. Permanent easement – SW corner Cleveland/Kenwood
6. **ADA Plan Revisions and Additions.** This task includes design revisions to better integrate the ADA pedestrian ramps in with the proposed concrete repair work at the Kenwood/Arrowhead intersection, addition of detail to the ADA plans to aid construction staking, and add Preparation of additional ADA curb ramp plans for NW and NE corners of the Arrowhead Road/Warren Avenue intersection.

SCHEDULE

We will complete this work according to the schedule set forth in existing contract.

BASIS OF PAYMENT/BUDGET

We propose to complete the additional work for an estimated fee of **\$57,875.00**, billed in accordance with our current contract provisions. This fee would increase the current contract budget as follows:

Base contract (February 19, 2016).....	\$118,217.00
Amendment #1: Additional Roadway Design and Related Tasks	\$37,066.00
Current Budget	\$155,283.00

Proposed Amendment #2: Various Additional Scope Items	\$57,875.00
Proposed Budget	\$213,158.00

ACCEPTANCE/NOTICE TO PROCEED

A signed copy of this proposal, mailed or emailed to our office, will serve as acceptance of this proposal and our notice to proceed with work under the amended scope. The email address is nerpelding@srfconsulting.com.

Sincerely,

SRF CONSULTING GROUP, INC.



Nicholas J. Erpelding, P.E., PTOE
Senior Associate



Brian Johnson, P.E.
Project Advisor / Principal

NJE/BJ/nje

Attachments:
Attachment A – Cost Proposal

APPROVED:

(signature)

Name _____

Title _____

Date _____

**Attachment A
COST PROPOSAL**

Work Plan Task	Description	Project Advisor	Project Manager	Signal Design	Signal Design	ADA Design	ADA Design	Civil QA/QC	Civil Manager	Civil Engineer	Project Surveyor	Civil Designer	Civil Technician	Survey Technician	Admin Asst.	Total Labor Hours / Costs (hours / \$)
		Brian Johnson	Nick Erpelding	Scott Poska	Nathan Poole	David Fitchhorn	Kevin Larue	Brad Scott	Dan Shaw	Nathan Bruno	Paul Vogel	Adam Beissel	Philip Barden	Mike Zabukover	LHB Staff	
		\$ 184	\$ 138	\$ 116	\$ 86	\$ 116	\$ 116	\$ 145	\$ 145	\$ 135	\$ 130	\$ 77	\$ 71	\$ 86	\$ 60	
1	Additional Project Management	-	40	-	-	-	-	-	14	24	-	-	-	-	-	\$ 10,790
	Meeting and coordination with MnPower regarding light pole locations								4							
	Meeting with Bank Owners (February 9)								2							
	Meeting with Shopping Center Owners (February 10)								2							
	Coordinate 95% draft PS&E submittal		12							12						
	Coordinate 99% draft PS&E submittal		12							12						
	Pre-Bid Meeting (June 29)		8						2							
	Answer bidder questions		8						4							
2	Addition of City Road Work to Project	-	4	4	12	-	2	-	25	46	-	16	28	-	-	\$ 15,335
	Updates to Title Sheet								6	8			8			
	Updates to General Layout Plan								6	8			8			
	Updates to SEQ and Tabulations								6	8		16	12			
	Updates to TOC and Sheet Numbering								4	8						
	Assembly of 95%, 99%, 100% plans								2	8						
	Update Engineer's Estimate for 95%, 99%, 100%		2				2		1	6						
	Extend signing/stripping plans to new limits		2	2	8											
	Add mast arm hinges to signal plans			2	4											
3	Detailed Landscape plans	-	-	-	-	-	-	-	2	-	-	-	12	-	16	\$ 2,102
	Detailed Landscape plans for US Bank site								2				12		16	
4	Additional Road and Utility Design	-	-	-	-	-	-	-	26	42	-	-	44	-	-	\$ 12,564
	Relocate watermain to north side of Cleveland sidewalk due to power pole conflict								12	20			24			
	Realign Cleveland East for power pole conflict								12	16			20			
	Performed utility one-call and conducted utility coordination meeting								2	6						
5	Additional Easement Exhibits and Descriptions	-	-	-	-	-	-	-	-	-	38	-	-	36	-	\$ 8,036
	NW corner Kenwood/Arrowhead										4			6		
	SE corner Kenwood/Arrowhead										4			6		
	Signal sketches at Cleveland										9			3		
	Amatuzio Permanent Easement										5			3		
	Barrington Permanent Easement										5			3		
	Subway Permanent Easement at Kenwood										4			6		
	Subway Permanent Easement Cleveland at Alley										4			6		
	SW corner Cleveland and Kenwood										3			3		



ENGINEERS
PLANNERS
DESIGNERS



Project Name **Arrowhead/Kenwood Signal and Roadway Improvements**

Amendment #2

Client **City of Duluth**

SRF Project Number **9114**

City Project No. **1468**

Date **6/30/2016**

**Attachment A
COST PROPOSAL**

Work Plan Task	Description	Project Advisor	Project Manager	Signal Design	Signal Design	ADA Design	ADA Design	Civil QA/QC	Civil Manager	Civil Engineer	Project Surveyor	Civil Designer	Civil Technician	Survey Technician	Admin Asst.	Total Labor Hours / Costs
		Brian Johnson	Nick Erpelding	Scott Poska	Nathan Poole	David Fitchhorn	Kevin Larue	Brad Scott	Dan Shaw	Nathan Bruno	Paul Vogel	Adam Beissel	Philip Barden	Mike Zabukover	LHB Staff	
6	Additional ADA plan work Revised plans to align with concrete panels at K/A Add construction staking detail to ADA plans Add ADA plans for NW, NE Warren corners	-	12	-	-	32	30	-	-	-	-	-	-	-	-	\$ 8,848
SUBTOTAL		-	56	4	12	32	32	-	67	112	38	16	84	36	16	\$ 57,675
DIRECT COSTS																
Description		Cost														
Travel (mileage at \$0.565/mile)		\$ 200														
Mail / Delivery		\$ -														
Supplies/ Printing at Cost		\$ -														
Survey Equipment		\$ -														
Meals (@ \$10/meal)		\$ -														
Hotel (@ \$100/night)		\$ -														
Total Direct Costs		\$ 200														
SUMMARY																
															Labor Cost	\$ 57,675
															Direct Costs	\$ 200
															Grand Total Est Costs	\$ 57,875