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Saint Paul, MN 55101
651.292.4400
tkda.com

December 1, 2015

Via Email: eshaffer@DuluthMN.gov

Mr. Eric Shaffer, PE
Chief Engineer for Utilities
City of Duluth
411 West 1st Street, Room 211
Duluth, Minnesota 55802

Re: Request for Amendment to Agreement 22637
Additional Engineering Services
59th Avenue West Utility Improvements, City Project No. 1487
TKDA Project No. 0015896.000

Dear Mr. Shaffer:

In response to your request, we propose to provide Additional Engineering Services for the 59th Avenue West Utility Improvements.

First, as previously discussed in your office, TKDA performed additional services during the design phase of the Project as directed by the City. These items were done in response to changes in the Project scope and to maintain Project schedule. This work included the following:

1. Additional drafting/design required for the addition of cul de sac at south end of the Project, as well as removal of abandoned railroad track and pavement restoration work north of Waseca Street.
2. Drafting of three legal descriptions with exhibits for right of way needed to construct cul de sac, as well as research to support the descriptions.
3. Drafting sanitary sewer detail developed by the City for use in the Project plans.
4. Permit cost for Minnesota Department of Health permit (not covered in original agreement amount) paid for on behalf of the City and overage paid for BNSF crossing permit (cost higher than RFP set aside).

Second, we propose to provide services for the Construction Surveying and Staking of the Project as described in Phase F of Agreement 22637. During Phase F, the Contractor is expected to protect all stakes and hubs once they have been placed by TKDA. Additional staking to replace any lost or damaged stakes shall be at the Contractor's expense. Services will start at the commencement of construction, and are anticipated to be completed within six months thereafter.

Third, we propose to provide Construction Inspection services as described in Phase G of Agreement 22637. TKDA will provide services during this phase as the City's Representative. Phase G Reimbursables include mileage, reproduction costs, and an estimated \$4,000 for a subcontractor to perform materials testing services for bituminous pavement properties, granular materials properties, and concrete compressive strengths. These costs are based on materials testing schedules for the Project. If conditions alter the estimated numbers of tests, we would expect the City to pay the actual costs for materials testing.

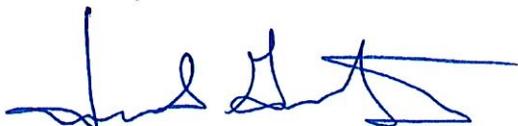
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Compensation to TKDA for services provided as described herein shall be on an Hourly Time and Materials basis as summarized below. Our Amendment Fee Estimate is attached.

Phase A: Additional Design Phase Services/Expenses	\$4,340
Phase F: Surveying and Staking Phase	\$5,898
Phase G: Construction Inspection Phase	\$55,929
<hr/> Subtotal Additional	<hr/> \$66,167
Original Agreement Amount	\$25,900
Revised Project Total	\$92,067

We thank you for the opportunity to submit this request. If this is agreeable, please provide an Amendment to our Agreement for execution. If you have any questions, please contact Jeff Goetzman at 218.727.8796 or jeff.goetzman@tkda.com.

Sincerely,



Jeffrey S. Goetzman, PE
Project Manager



Dennis M. Postler, PE
Vice President, Municipal Services

JSG:DMP:adh
ATTACHMENTS: AMENDMENT FEE ESTIMATE
RATE SCHEDULE





Amendment Fee Estimate

Client:	City of Duluth	Date:	12/1/2015					
Project:	59th Avenue West - Street and Utility Improvements	Prepared By:	JSG					
Description	Estimated Person Hours Required						Total Hours	Total Dollars
	Goetzman	Loye	D Szyszkoski	S Meyer	N Maki	Kamp		
	Sr Reg Eng	Reg Eng	PLS	PLS	Grad Eng	Tech III		
2015 Billing Rate/Hr x Multiplier*	\$ 144	\$ 77	\$ 105	\$ 80	\$ 64	\$ 71		
Est. 2016 Billing Rate/Hr x Multiplier*	\$ 148	\$ 81	\$ 108	\$ 82	\$ 67	\$ 75		
A Additional Design Phase Services								
1. Design of cul de sac and RR track removals	2	3			9	20	34 \$ 2,515	
2. Draft 3 legal descriptions & exhibits	1		9				10 \$ 1,089	
3. Draft sanitary sewer connection detail	1				3		4 \$ 336	
Subtotal Hours	4	3	9	-	12	20	48	
Subtotal 2015 Labor Costs	\$ 576	\$ 231	\$ 945	\$ -	\$ 768	\$ 1,420	\$ 3,940	
Expenses:								
Additional MDH & BNSF permit costs							\$ 400	
SUBTOTAL PHASE A							\$ 4,340	
F Construction Surveying and Staking								
Construction Staking	2	2		50	20		74 \$ 5,898	
Subtotal Hours	2	2	-	50	20	-	74	
Subtotal 2016 Labor Costs	\$ 296	\$ 162	\$ -	\$ 4,100	\$ 1,340	\$ -	\$ 5,898	
SUBTOTAL PHASE F							\$ 5,898	
G Construction Inspection								
1 Preconstruction Meeting with Contractor/City	2	2			2		6 \$ 592	
2 On-site Observation					600		600 \$ 40,200	
3 Weekly Construction Meetings	4	24					28 \$ 2,536	
4 Progress Reports/Pay Applications	6	12			14		32 \$ 2,798	
5 Punchlist/Substantial Completion	2	4			4		10 \$ 888	
6 Record Drawings	2	6			24	24	56 \$ 4,190	
Subtotal Hours	16	48	-	-	644	24	732	
Subtotal 2016 Labor Costs	\$ 2,368	\$ 3,888	\$ -	\$ -	\$ 43,148	\$ 1,800	\$ 51,204	
Expenses:								
Mileage							\$ 700	
Reproduction & Reprographics (RR)							\$ 25	
Subconsultant - Testing							\$ 4,000	
SUBTOTAL PHASE G							\$ 55,929	
Total Additional Fees								\$ 66,167
Original Agreement Amount								\$ 25,900
Revised Project Total								\$ 92,067

*Billing rate shown is estimated 2016 rate for future work; 2015 rates used for Phase A hours.



SCHEDULE OF HOURLY BILLING RATES

<u>Municipal Services Division Employee Classification †</u>	2015		2016		
	<u>Range of Hourly Billing Rates*</u>				
Senior Registered Engineer	\$ 123.00	to \$ 180.00	\$ 123.00	to \$ 185.00	***
Registered Engineer or Professional Land Surveyor	\$ 75.00	to \$ 134.00	\$ 75.00	to \$ 138.00	
Graduate Engineer or Land Surveyor	\$ 57.00	to \$ 91.00	\$ 57.00	to \$ 94.00	
Senior Planner	\$ 105.00	to \$ 126.00	\$ 105.00	to \$ 130.00	
Planner	\$ 54.00	to \$ 90.00	\$ 54.00	to \$ 93.00	
Engineering Specialist II	\$ 103.00	to \$ 117.00	\$ 103.00	to \$ 121.00	
Engineering Specialist I	\$ 68.00	to \$ 105.00	\$ 68.00	to \$ 108.00	
Technician III	\$ 77.00	to \$ 103.00	\$ 77.00	to \$ 106.00	**
Technician II	\$ 48.00	to \$ 79.00	\$ 48.00	to \$ 81.00	**
Technician I	\$ 31.00	to \$ 59.00	\$ 31.00	to \$ 61.00	**

<u>Project Team</u>		<u>2015</u>	<u>Est. 2016</u>
Jeff Goetzman, PE	Senior Registered Engineer	\$ 143.87	\$ 148.17
Jon Loye, PE	Registered Engineer	\$ 76.95	\$ 80.80
David Szyszkoski, PLS	Professional Land Surveyor	\$ 105.31	\$ 108.47
Shawn Meyer, PLS	Professional Land Surveyor	\$ 79.57	\$ 81.97
Nick Maki	Graduate Engineer	\$ 64.13	\$ 66.69
John Kamp	Technician III	\$ 71.25	\$ 74.81

In addition to hourly charges, TKDA shall be reimbursed for the following expenses when incurred in performance of the work:

1. Vehicle mileage at current IRS rate per mile.
2. Outside professional and technical services with costs defined as the amount billed TKDA.
3. Identifiable reproduction and reprographic costs.

† Hourly billing rates for staff outside the Municipal Services Division will be billed at a 2.85 multiplier.

* Rates effective until December 31, 2016.

** For hours worked over 40 hours per week individuals are paid one and one-half times the above rates.

*** Capped Maximum