



Building a Better World  
for All of Us™

June 2, 2017

RE: Congdon Boulevard Fee Amendment  
Duluth, MN  
SEH No. DULUT 135859

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

Dear Patrick:

Throughout the development of the Congdon Boulevard design, there were several items that were required to be completed that were outside of the original contract scope. These items were unforeseen, and in addition to our contract. In addition, the City has requested an estimate to provide construction staking on the project.

Our original contract for the design and bidding assistance is \$87,000. The additional work outlined in this letter reflects a contract amendment of \$21,755 for work already completed and \$17,500 for the construction staking and monument replacement. A detailed description of the additional work follows below.

1. 48 Inch Culvert Extension \$6,500  
At station 48+75 of the project, there is an existing 48" concrete culvert the City wanted to extend to improve the side slope, eliminate the need for guardrail, and improve the outlet apron. We performed an additional field visit to review this culvert. This included completing a review of wetlands and coordinating with the Soil Water Conservation District to verify there are no wetland impacts with this work. We completed the design and details of the extension and created an easement description and exhibit suitable for filing.
2. Right-of-Way Verification and Short Form Permit – West End of Project \$3,790  
At the outset of the project, we identified an area of roadway that is not in City of Duluth right-of-way. We completed research to verify the previous turn back orders and verified that MnDOT still controls the right-of-way. This was presented to the City and they ultimately decided they did not need to acquire any additional right-of-way in this area. We completed a MnDOT short form permit to perform construction in their right-of-way.
3. Guardrail Verification \$1,300  
During the preliminary design, it was found that the newly guardrail installed by the City in 2015 did not have compliant end treatments as previously thought. We conducted an additional field visit and researched the existing end treatments. We then updated our design and plans to include replacement of all non-compliant guardrail end treatments on the project.
4. Project Ditching \$3,300  
After the preliminary design was submitted to the City, it was decided to improve or create ditches in additional areas along the project that weren't originally planned for. We completed an additional site walkthrough with City staff and updated the plans and specifications to include the additional ditching.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 418 West Superior Street, Suite 200, Duluth, MN 55802-1512  
SEH is 100% employee-owned | [sehinc.com](http://sehinc.com) | 218.279.3000 | 888.722.0547 | 888.908.8166 fax

5. North End Project Extension \$2,800  
After the preliminary design was submitted to the City, it was decided to extend the project limits into the St. Louis County portion of the roadway. We then added the necessary plan sheets and updated the plans and specifications to include the roadway extension.
6. Property Ownership Labeling \$850  
For purposes of the public meeting, the City requested all landowners along the 4.45 mile corridor to be labeled on a map. Due to the map sizing, the information from the County website had to be modified to fit the public meeting materials.
7. Additional Funding Categories \$975  
After the final plans were complete and approved by the State Aid office, MnDOT requested additional funding categories to be added to the project. We then updated the SEQ sheets and Engineers Estimate per their direction.
8. Additional Project Manual Work \$1,490  
Per our original proposal, we were going to prepare the technical specifications for the project and provide to the City for inclusion into the Project Manual. For timing reasons, we completed the entire Project Manual including all Federal Aid requirements, bid requirements, bid forms etc. that would typically be completed by City staff.
9. Project Management \$750  
Due to the additional work tasks above, the project timeline was extended and additional project management, meetings, and communication were performed.
10. Construction Staking (Estimated) \$17,500  
Per the project specifications, we will perform the following construction staking tasks during construction including:
- a. Centerline staking – Grade stakes set to top of 6" reclamation at 100' intervals in tangents and 50' intervals in curves.
  - b. Shoulder break staking – Grade stakes set to top of 6" reclamation at 50' intervals in super elevations and transitions.
  - c. Mark and tie out all PI rebar in roadway prior to milling operation. Replace all rebar after placement of final bituminous lift. This assumes there 20 PI rebar to be replaced. If additional PI points are discovered through construction, we will replace and bill according to our standard hourly rates.

This fee shall be billed hourly and will not be exceeded without owner approval.

The total of the extra design and construction services is \$39,255 and we are requesting a contract amendment for that amount.

Please call me after you review this request with any questions.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Matt Bolf, PE  
Project Manager  
mb/mh