

August 14th, 2026

Erik Birkeland
City of Duluth
1532 West Michigan Street
Duluth, MN 55806
ebirkeland@duluthmn.gov

**RE: Priley Circle Improvement Design, #25298
Additional Professional Services Agreement #02**

Mr. Birkeland:

We are submitting this Additional Professional Services Agreement for Additional Phase 1A Literature Review and Archeological Assessment to be provided by Braun Intertec, as a subconsultant to Confluence, in accordance with the existing agreement for the Priley Circle Improvement Design dated October 2025. This request is based on additional study requirements identified by the Minnesota State Historic Preservation Office (SHPO) and subsequent correspondence.

As part of their review process for this historically protected property, SHPO has requested a Phase 1A Literature Review and Archeological Assessment of the site by a licensed Archeologist in the state of Minnesota.

Please return one copy of the executed Additional Professional Services agreement to Confluence.

Section 1: Additional Scope of Services

1.1 The following adjustments will be made:

- 1.1.1 Additional Archeological Consulting Services. The purpose of the additional Scope of Services is to respond to recent requests from the Minnesota State Historic Preservation Office (SHPO) for Phase 1A Literature Review and Archeological Assessment. These findings will inform the assessment of potential impacts for the Priley Circle project. To meet these requirements, Jeremy L Nienow, Ph.D., RPA from Braun Intertec will be completing this work. Jeremy L. Nienow, Ph.D., RPA, has 30 years of archaeological experience in the Upper Midwest and has been a licensed Principal Investigator in Minnesota for more than two decades. Dr. Nienow is a historical archaeology specialist who has conducted major archaeological excavations at the Minnesota capitol, historic Fort Snelling (upper and lower posts), and a myriad of historic sites within the urban core of the Twin Cities. Data collection, GIS efforts, and report writing will be completed by Project Archaeologist Chris Rico

who has a master's degree from the University of Minnesota and has produced dozens of urban focused reviews and assessments over the last several years.

- 1.1.2 Priley Circle is within the Duluth Civic Center Historic District, is locally designated by the City of Duluth, and is listed on the National Register of Historic Places. Portions of the circle are owned by both the City and U.S. General Services Administration. We understand the project is subject to Section 106 of the National Historic reservation Act and the Minnesota State Historic Preservation Office (SHPO) has recommended completion of a Phase IA Literature Review and Archaeological Assessment as well as additional archaeological efforts depending on the results of said review.

Braun Intertec's review and assessment is designed as a first step in supporting this project for future Section 106 compliance as well as additional requirements associated with SHPO and the Minnesota Office of the State Archaeologist (OSA) which may come from the Minnesota Historic Sites Act (Minn. Stat. §§ 138.661–138.669) and the Minnesota Field Archaeology Act (Minn. Stat. §§ 138.31–.42). We use guidance and manuals provided by both SHPO and the OSA to complete our work as well as any future archaeological identification, evaluation, or mitigation which may be necessary.

1.1.3 **The proposed scope of services is identified below:**

Literature Review and Archaeological Assessment Braun Intertec will conduct a literature review and archaeological assessment covering a 1-mile radius around the entirety of project site using data from SHPO and OSA. This work will begin with each office's online portal but will then shift to in-person office visits to access archived reports, site forms, and cultural resources data which are not currently available online. Analysis will include research on recorded archaeological sites, local and regional cultural histories relevant to an archaeological understanding of the area, and reviews of previous archaeological studies.

Background research will also include the examination of area historic maps, atlases, aerial imagery, and building and demolition permits to understand the complex cultural landscape of the circle. Our team will also incorporate available soils mapping, soil bores, and other sources of environmental data which may provide information on potential cultural material locations. It will also be critically important for Braun Intertec to have access to construction design plans showing where and how rehabilitation and staging will occur. Relevant information will be compiled together using GIS to accurately guide identification and mapping of high-potential areas to inform archaeological survey design, planning, and subsequent field investigations.

Upon completion of our review and assessment, Braun Intertec will prepare a draft Phase IA report which will include the results of the assessment and recommendations for future Phase I archaeological surveys. The report will also include maps, photographs, and other relevant graphics. Once you have had the

opportunity to review the draft report, we will meet with you to address any concerns and then issue a final report.

The final report will be submitted via the OSA online portal with reference information provided to you to use in continued consultation with SHPO. In addition to this, we will be more than happy to meet with you to discuss next steps, provide expanded information on recommendations, create proposals for future efforts, and help guide your consultation steps with relevant state and federal agencies.

Project Assumptions

- Braun Intertec assumes it will address one round of comments from Confluence for the draft report.
- Braun Intertec assumes above ground cultural resources are not part of this Literature Review and Archaeological Assessment.
- Braun Intertec assumes travel to Duluth is not necessary to complete this effort. If additional resources are recommended or required by the client or the City to complete the review, and these are only available in Duluth, we will provide a change order for this additional effort.
- Braun Intertec assumes in person presentation to the City of Duluth is not necessary to complete this effort. Braun Intertec would be honored to present in person if required, and we would provide a change order to travel to Duluth to do so.

Deliverables

- Phase IA draft report in Adobe PDF format to Confluence for review.
- Issuance of Final Phase IA report to Confluence after addressing any comments.
- Meeting time with the Project Manager to discuss next steps, answer questions, and address any client concerns.

Schedule

Whenever possible, Braun Intertec will endeavor to meet or exceed project milestones and schedule. The draft report will be provided by October 15, 2026, if Notice to Proceed is provided by September 1, 2026. If Notice to Proceed is provided after this date until December 31, 2026, then effort will be completed 45 days after Notice to Proceed is provided.

Additional Services

If additional project efforts are requested related to archaeological services, Braun Intertec will provide these at the following rates: Principal Archaeologist (\$207 per hour), Project Archaeologist (\$165 per hour), Staff Archaeologist (\$107 per hour), Project Assistant (\$93 per hour).

- 1.2 Compensation for the Additional Scope of Services described in Section 1 shall be the \$5,659 plus Reimbursable Expenses not to exceed \$500.00. The Compensation breaks out as follows:

Original Contract : \$384,135.00

Sub-consultant #2 (Braun Intertec) : \$6,159 (\$5,659 + \$500 reimbursable)

New Project Total (not to exceed): \$390,294.00

Offered by:

Confluence, Inc.



08-14-2026

Signature & Date

Terry Minarik - Principal

Printed Name & Title

Confluence
901 N 3rd Street, Suite 225
Minneapolis, Minnesota 55401

Accepted By:

[Client Name]

Signature & Date

Printed Name & Title