

**APPENDIX A - PROPOSAL COVER SHEET
CITY OF DULUTH**

RFP 26-99601 2027 Street Preservation Design Services – Gary, Piedmont, Duluth Heights

Bidder Information: LHB, Inc.	
Submitter Name	Matt J. Settergren, PE
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Federal ID Number	410904334
Authorized Signature	
Name & Title of Authorized Signer	Matt J. Settergren, Vice President
Email of Authorized Signer	matt.settergren@LHBcorp.com

ACKNOWLEDGEMENT OF ADDENDA

ADDENDUM # 1	INITIAL/DATE <i>MJS 8/5/2026</i>
ADDENDUM # 2	INITIAL/DATE <i>MJS 8/5/2026</i>
ADDENDUM #	INITIAL/DATE
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DESIGN SERVICE FOR 2027 STREET PRESERVATION GARY, PIEDMONT, AND DULUTH HEIGHTS

SOLICITATION #26-99601

CITY OF DULUTH

August 5, 2026, 3PM





August 5, 2026

RE: DESIGN SERVICE FOR 2027 STREET PRESERVATION - GARY, PIEDMONT, AND DULUTH HEIGHTS, #26-99601

City of Duluth -
City Hall Room 120
City of Duluth
411 West 1st Street
Duluth, MN 55802-1191
purchasing@duluthmn.gov

As members of the Duluth community, we have been privileged to work alongside City staff for many years on street improvements and other vital infrastructure projects. These are the same streets our colleagues, friends, and neighbors rely on every day. That personal connection gives us a strong sense of responsibility and a genuine commitment to getting each project right. We know City leaders share our commitment to maintaining safe, reliable streets, in part through the ongoing street preservation program.

Our team took the time to visit each street included in the 2027 Gary, Piedmont, and Duluth Heights Street Preservation Project. While many of the streets share common challenges, including poor drainage, noncompliant pedestrian infrastructure, and deteriorated pavement conditions, each corridor also presents unique opportunities for improvement beyond simple repaving. During our site visits, we identified these opportunities and are prepared to incorporate thoughtful, practical design solutions that will enhance the overall value and performance of the project.

Our team has a thorough understanding of the project's goals, challenges, and opportunities, and LHB is capable and ready to deliver solutions that are both practical and impactful. Combining deep local knowledge, technical expertise, and a commitment to the Duluth community, we are well positioned to help the City achieve a successful project outcome. Here's why:

Extensive Local Experience

We genuinely enjoy working with you. Our team has years of experience delivering similar projects and takes pride in contributing to improvements that benefit the community we call home. We also deeply value the trusted relationships we have developed with City staff and appreciate the collaborative approach that has made those partnerships successful.

Strong Project Management and Cost Control

Having completed numerous street improvement projects for the City of Duluth, including the 2026 Morley Heights Street Preservation Project, our team is well-versed in the City's design process. We also apply rigorous in-house quality reviews and utilize advanced software tools to ensure accurate and efficient plan production and cost estimating.

We are ready and excited to partner with the City of Duluth on the Gary, Piedmont, and Duluth Heights Street Preservation Project. Thank you for your consideration—we look forward to the opportunity to contribute to the continued improvement of our community.

LHB, Inc.

Megan Goplin, PE - Project Manager
Megan.Goplin@LHBcorp.com
218.249.7152 | m 608.239.9471

Matt Settergren, PE - Project Principal
Matt.Settergren@LHBcorp.com
218.727.8446 x 2256 | m 218.341.3666



1. GOALS AND OBJECTIVES

The City of Duluth is requesting engineering design services for the reconditioning of several city streets as part of its Street Preservation Program. This project will be funded entirely through the City of Duluth Sales Tax Funding, levy funds, and storm water funds. MnDOT State Aid Reviews will not be required, but the project will generally comply with the most recent MnDOT and City of Duluth (2026) standards and specifications.

The primary goals of the project are:

- Improve and preserve pavement conditions.
- Correct drainage issues.
- Improve driveway and alley access.
- Improve sidewalk conditions and ADA compliance

The Street Preservation Program projects typically include pavement reconditioning through overlays, mill and overlay, reclamation, or partial reconstruction. Storm water drainage and ditching improvements are often a component of the project, as drainage issues and pipe heaves contribute to pavement issues. Partial or full replacement of curb and gutter, driveway aprons, sidewalk and retrofitting pedestrian ramps to meet accessibility standards are generally included in the scope of these projects. Lastly, turf establishment and pavement markings typically conclude the scope of work.

In 2027, the City of Duluth plans to improve 16 residential streets in the Gary New Duluth, Fairmount, Piedmont, and Duluth Heights neighborhoods (Project #2093), totaling 4.94 miles. These streets include:

- 98th Avenue West – From House Street to Crestline Court
- 96th Avenue West – From House Street to Crestline Court
- Crestline Court – From Commonwealth Avenue to 96th Avenue West
- West McGonagle Street – From 105th Avenue West to 96th Avenue West
- West House Street – From 105th Avenue West to 95th Avenue West
- Fremont Street – From Grand Avenue to 71st Avenue West
- Springvale Road – From High Park Road to Ensign Street
- Springvale Court – From Springvale Road to dead end
- High Park Road – From Piedmont Avenue to dead end
- Redbud Street – From Ponderosa Avenue to dead end
- Timberline Lane – From Ponderosa Avenue to dead end
- Ponderosa Avenue – From dead end to Ponderosa Circle
- Ponderosa Circle
- West Marble Street (1) – From Ponderosa Avenue to Swan Lake Rd
- West Marble Street (2) – From Swan Lake Rd to dead end
- Cedar Gate Circle – From Swan Lake Rd to cul-de-sac

Existing Conditions and Issues

The streets included in this project are located within four distinct neighborhoods: Gary New Duluth, Fairmount, Piedmont Heights, and Duluth Heights. While all neighborhoods contain aging pavement and drainage concerns, each area presents unique characteristics that will influence the final design recommendations. Our team visited the project areas and observed differing roadway sections, drainage

systems, driveway conditions, sidewalk configurations, and accessibility needs.

Gary New Duluth contains a combination of urban and rural roadway sections. West McGonagle Street features an urban section consisting of vertical B-type integral curb, boulevard areas, and sidewalk facilities, while the remaining project streets have poor stormwater conveyance with no curb and gutter.



Existing catch basin condition on West House Street located outside of the flow line.



Existing stormwater infrastructure includes a variety of catch basin styles and sizes, with structures located both within the roadway and beyond the pavement edge in boulevard and grassed areas. Existing sidewalks are located on one or both sides of the roadway and are generally in fair condition. A few sidewalk segments do not currently connect to adjacent pedestrian facilities, presenting opportunities to improve network continuity. Existing ADA compliant infrastructure is present at a few intersections, however, opportunities exist to enhance accessibility through upgraded pedestrian ramps. Additionally, several alley apron access points could benefit from geometric and surface improvements. The varying roadway cross-sections throughout the neighborhood present opportunities to enhance drainage, preserve pavement life, improve accessibility, and strengthen overall pedestrian connectivity.

Piedmont Heights is characterized by a predominantly urban roadway section, with vertical B-type curb and gutter present along a portion of Springvale Rd between West 23rd Street and West 22nd Street. The neighborhood features steep, winding terrain and localized drainage ditches that significantly influence roadway performance. Due to the area's open drainage system, driveway culverts are prevalent throughout the neighborhood.



Existing heaving driveway culvert on Springvale Road.



These culverts vary in size and condition, with noticeable heaving and deterioration observed in multiple locations. High Park Road also contains a guardrail adjacent to the steep slopes leading toward Lincoln Park Gardens. Existing pavement exhibits signs of aging and surface deterioration, creating opportunities to improve ditching and culvert infrastructure, address drainage-related deficiencies, and preserve pavement while maintaining the neighborhood's residential character.

In **Duluth Heights**, Redbud Street and Timberline Lane feature mountable S-type curb and gutter. Along Timberline Lane, this curb configuration extends through the driveway approaches, resulting in steep and abrupt transitions. Numerous driveways have been modified with bituminous infill or reconstructed entirely to improve approaches, indicating that the existing driveway configuration does not adequately meet resident needs. Driveway surfaces throughout the area include a mix of bituminous pavement, concrete, and brick. The remaining project streets, except for West Marble Street,

1. GOALS AND OBJECTIVES, CONT.

generally consist of a typical urban section with vertical B-type curb and gutter and tapered driveway approaches. West Marble Street, from Swan Lake Road to its dead end, has a rural roadway section with open drainage and no existing curb and gutter. These varying roadway characteristics present opportunities to improve driveway access, modernize curb and gutter infrastructure, and address localized drainage concerns.

Lastly, within the **Fairmount** neighborhood, Fremont Street is anticipated to undergo full-depth reconstruction. This one-block roadway segment features deteriorated curb and gutter through the roadway. On one side, the sidewalk is immediately adjacent to the back of curb, and a utility pole is located within the roadway corridor near the edge of the bituminous pavement. Existing vertical B-type curb and gutter are present at both ends of the block and will serve as tie-in points for the proposed improvements.

The existing stormwater infrastructure generally consists of an underground storm drain system with catch basins and manholes. Catch basins vary in both style and size, including rectangular, square, round, and double-square structures. Catch basin locations also vary based on roadway type. Along streets with curb and gutter, catch basins are generally located within the gutter flowline and equipped with curb inlets. On streets with rural sections, catch basins are located within the theoretical flowline, behind the pavement edge, or, in some cases, partially within the roadway at intersections. LHB will evaluate the condition and functionality of the existing stormwater system to identify opportunities for improvement. Drainage enhancements will be a key component of the project, as effective stormwater management is critical to improving roadway performance, preserving pavement condition, and enhancing overall system functionality.

The existing sidewalks along these streets are in relatively fair condition. Several locations within the project area do not currently meet ADA standards and present opportunities for improvement. The LHB Team will walk the project with the City of Duluth and identify and document the extents of curb and gutter and driveway replacements. We will also identify the areas where topographic survey will be needed, which will likely include areas identified for replacement, steep driveways, drainage ditches, and utilities.

The bituminous pavement is in poor condition throughout the project, with defects including alligator cracking and depressions. Pipe heaving is visible in some areas throughout the neighborhoods, especially in runs connecting a set of catch basins at an intersection. The City's geotechnical engineer will provide borings and an investigation report that will inform the recommendations on the best way to recondition the existing pavement.

There are wood pole-mounted lights throughout the neighborhoods that are likely owned by Minnesota Power. We assume new lighting will not be part of the project and that relocations will be coordinated with and completed by the utility owner if there are conflicts with the project. Improving ADA at intersections may warrant the relocation of a mounted pole to accommodate ramp designs.

The streets within the project area exhibit several deficiencies that warrant improvement, including pavement distress, driveway access concerns, and inadequate drainage. Additional issues identified during the LHB field review are summarized in this table. This evaluation represents a high-level assessment of existing conditions and opportunities that will be further investigated and refined during the design process.

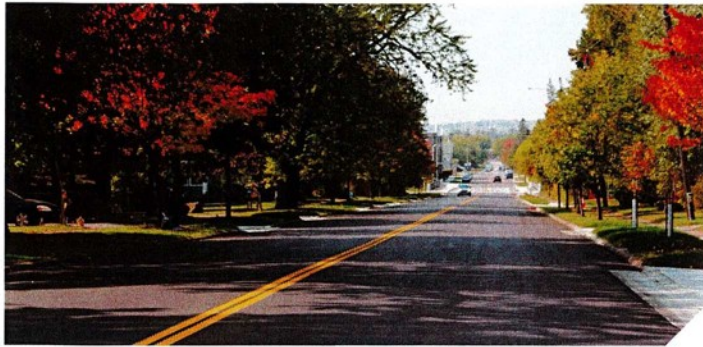


Bituminous overlay on an existing driveway approach on Timberline Lane.

NEIGHBORHOOD	STREET NAME	SEGMENT	ISSUES/OPPORTUNITIES
GARY NEW DULUTH	98th Avenue West	From House Street to Crestline Court	
	96th Avenue West	From House Street to Crestline Court	
	Crestline Court	From Commonwealth Avenue to 96th Avenue West	
	West McGonagle Street	From 105th Avenue West to 96th Avenue West	
	West House Street	From 105th Avenue West to 95th Avenue West	
FAIRMOUNT	Fremont Street	From Grand Avenue to 71st Avenue West	
PIEDMONT HEIGHTS	Springvale Road	From High Park Road to Ensign Street	
	Springvale Court	From Springvale Road to dead end	
	High Park Road	From Piedmont Avenue to dead end	
DULUTH HEIGHTS	Redbud Street	From Ponderosa Avenue to dead end	
	Timberline Lane	From Ponderosa Avenue to dead end	
	Ponderosa Avenue	From dead end to Ponderosa Circle	
	Ponderosa Circle		
	West Marble Street (1)	From Ponderosa Avenue to Swan Lake Rd	
	West Marble Street (2)	From Swan Lake Rd to dead end	
	Cedar Gate Circle	From Swan Lake Rd to cul-de-sac	

ISSUES/ OPPORTUNITIES KEY		Improve Alley Access		Improve Open Drainage System		Improve Curb or Sidewalk Connectivity
		Improve Driveway Access		Improve Driveway Culverts		Address Steep or Winding Terrain
		Improve Closed Drainage System		Address ADA Compliance Deficiencies		Reconstruction

2. EXPERIENCE, CONT.



SUPERIOR STREET, LESTER RIVER ROAD TO TH 61 RECONDITIONING
City of Duluth | Duluth, MN

LHB designed the reconditioning of East Superior Street between Lester River Road and Trunk Highway 61 (TH 61). The unique project included multiple rehabilitation methods to improve in-place failing concrete and bituminous roadway sections. The project consisted of over 2,500 lineal feet of concrete pavement section comprised of a 9-inch unreinforced, non-dowelled concrete pavement over 6 inches of aggregate base over native clay subgrade. In-place pavement distresses included joint deterioration, panel cracking, and joint displacement. The project provided for the full-depth reclamation of the in-place bituminous roadway at the approach to TH 61. Full-depth pavement reclamation milled the in-place pavement and in-place base to provide new roadway base for the new paved surface. For this project, the reclaim material was also used as base material for both the driving lanes and to improve the in-place gravel shoulders which were then paved with new bituminous.



MORRIS THOMAS CSAH 56 BETWEEN HAINES & PIEDMONT RECONSTRUCTION
St. Louis County | Duluth, MN

Due to the deterioration of the curb, gutter, and pavement on Morris Thomas Road (CSAH 56) St. Louis County selected LHB to design a complete reconstruction. The project was coordinated with the City of Duluth who replaced city utilities including a large diameter gas main, water, and sanitary sewer. LHB's services included: project management, geometric layout and design, pavement design, SWPPP, hydraulics design, utility coordination and identification, identification of construction limits, temporary traffic control layout and staging, pavement markings and traffic signing, and storm sewer. A concrete sidewalk was added on the south side of Morris Thomas along with pedestrian ramps at the intersections. The full storm sewer replacement included submitting a hydraulic report to MnDOT for cost participation, and the full design plan was reviewed by MnDOT District 1 since the project was funded by State Aid. Public engagement was a critical part of the project to determine right-of-way and property lines, replace driveways, and coordinate access during the two construction phases.



EKLUND AVENUE RECONSTRUCTION
City of Duluth | Duluth, MN

Eklund Avenue (MSAS 214) was a deteriorated rural roadway section lacking pedestrian facilities and requiring upgrades to meet State Aid standards. Running through a primarily residential area, it experiences higher-than-desirable traffic volumes due to its use as an alternate route to shopping areas. Drainage improvements and utility and pavement replacement were needed. To create the preliminary engineering report, LHB first conducted a stormwater study. Two drainage scenarios were evaluated, and the final design selected included an urban street section with sidewalk along one side, storm sewer, water main replacement, and a stormwater treatment pond. A narrow urban section with a traffic circle at Farrell Road is meant to slow traffic and discourage cut throughs. The City's robust public outreach campaign involved LHB sending direct mailings and facilitating multiple public meetings—to gather input and determine the final solution. LHB provided design and construction administration services to reconstruct Eklund Avenue from Swan Lake Road to Maple Grove Road.



MORLEY HEIGHTS STREET PRESERVATION
City of Duluth | Duluth, MN

LHB led the full design process on the 2026 Morley Heights Street Preservation project by beginning with site visits, data review, and consultations with the City to confirm project requirements and verify existing survey information.

This neighborhood had wide spread storm pipe heaving that was contributing to drainage issues and pavement degradation. Our team reviewed televising reports, consulted with the City's geotechnical engineer and studied the topography of the neighborhood to understand the root cause of the issue. LHB completed topographic survey and detailed structure inspections to further inform the design. The team provided repair and replacement recommendations along with preliminary design and estimates. In coordination with the City, LHB delivered final design documents and assisted the City through the bid phase. Our team also supported the City through the public engagement process. We are currently involved in construction administration for this project.

2. EXPERIENCE, CONT.

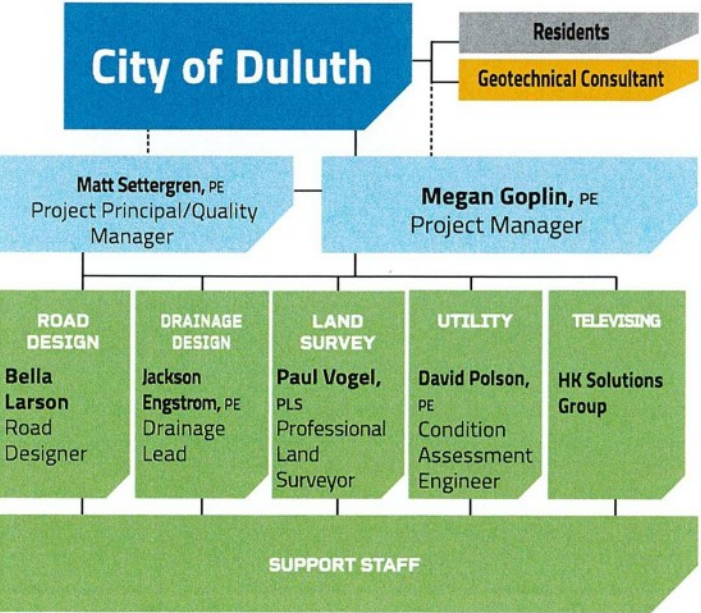


5TH AVENUE WEST RECONSTRUCTION
Cook County and City of Grand Marais | Grand Marais, MN

LHB provided engineering services for the reconstruction of 5th Avenue West (CSAH 15) from Trunk Highway 61 to CSAH 7 in Grand Marais. The project included full-depth pavement reconstruction; replacement of curb and gutter, storm sewer, underground stormwater treatment and detention, concrete walks, and ADA-compliant ramps. City water and sanitary sewer systems were also replaced. Designed to meet County, City, and State Aid standards, the project addressed poor roadway conditions, improved drivability, added pedestrian facilities, enhanced accessibility, reduced maintenance, and upgraded deficient infrastructure. It also evaluated on-street parking and walk needs. Public meetings gathered resident input.

2. EXPERIENCE - STAFF

This proposed team of highly-qualified professional staff will bring a great deal of value to your project. As Project Principal, and responsible for quality assurance, Matt Settergren will be a valuable resource for issues in quality assurance, ensuring consistency, and adherence to your standards throughout the project. Megan Goplin will serve as Project Manager. Megan has extensive experience in managing roadway and utility design, and has working knowledge of Duluth's design standards and protocols.



CSAH 4 (RICE LAKE ROAD) MILL &
OVERLAY FROM CENTRAL ENTRANCE TO
ARROWHEAD ROAD OVER CHESTER CREEK
St. Louis County | Duluth, MN

LHB designed the reconditioning of the CSAH 4 (Rice Lake Road) segment from Central Entrance to Arrowhead Road. The project consisted of a mill and overlay of bituminous paving and safety improvements for the motoring public on the busy arterial road. Safety and accessibility improvements for pedestrian crossings included new pedestrian ramps, RRFB signals, and a concrete median/refuge island. This project also included installing a large 12-foot by 8-foot precast concrete box culvert in Chester Creek. Large boulders placed inside the box culvert improve fish passage on this \$2,100,000 project.



MEGAN GOPLIN PE, CDT, MNDOT ADA
Project Manager

REGISTRATIONS & ACCREDITATIONS
Licensed Professional Engineer in Minnesota
Construction Documents Technologist (CDT)
MnDOT ADA Construction Certification (MnDOT ADA)

EDUCATION
Bachelor of Science, Civil Engineering
University of Wisconsin-Madison

Megan brings over 18 years of experience in project management and design for site, stormwater, utility, roadway, ADA, permitting, and intersection projects for public and private clients. She has deep knowledge of national accessible building codes, and Federal and State Aid projects. Megan has led numerous public roadway, trail, and park projects for government clients, including many in the City of Duluth. She values client interaction and team coordination throughout design and construction. As a project manager, she oversees in-house progress, ensures timely deliverables, and maintains daily communication with clients and project teams.

Relevant Project Experience
CITY OF DULUTH
Morley Heights Street Preservation, Project Manager
East Third Street Reconditioning; Project Manager
Eklund Avenue Reconstruction; Project Manager
21st Ave. E.; Roadway Engineer
5th Ave West; Roadway Engineer
E 9th Street-East 8th Street; Roadway Engineer

2. EXPERIENCE, CONT.



MATT SETTERGREN PE
Project Principal

Matt believes honest communication is key to project success. He is direct, transparent, and open with clients and stakeholders about design challenges and opportunities. He values collaboration, respect, and feedback as essential to achieving the best outcomes. Matt has led or contributed to many complex, award-winning projects across the Upper Midwest—from urban reconstructions and rural highway safety improvements to a US-Canada border crossing. His expertise spans design, construction administration, environmental documentation, feasibility reports, geometric and hydraulic design, traffic control, and regulatory permitting. With over 17 years of diverse experience, Matt has played an integral role in projects from initial planning through design and construction.

Relevant Project Experience

CITY OF DULUTH
Morley Heights Street Preservation;
Project Principal

Eklund Avenue Reconstruction;
Project Principal

East Third Street Reconditioning;
Project Principal

Lakewalk Final Design; Project Principal

REGISTRATIONS

Licensed Professional
Engineer in Minnesota

AFFILIATIONS

Minnesota Society
of Engineers and
Surveyors (MSES)
American Council
of Engineering
Companies (ACEC/MN)

EDUCATION

BS Civil Engineering;
University of
North Dakota;
Grand Forks, ND



JACKSON ENGSTROM PE, SWPPP
Drainage Engineer

Jackson is a Professional Engineer with over nine years of water resource and roadway design experience. His experience includes leading preliminary and design deliverables, including complex storm sewer projects, stormwater ponds, open channel flow systems, trout stream mitigation plans, erosion/sediment control plans and regulatory permitting applications. Jackson is also a certified SWPPP designer who applies best management practices to a variety of different MnDOT and local public works projects. His depth of knowledge in various subject areas helps to deliver a cohesive and practical project to each client.

Relevant Project Experience

CITY OF DULUTH
Morley Heights Street Preservation;
Drainage Engineer
Eklund Avenue Reconstruction;
Drainage Engineer
Chester Creek Culvert Replacement;
Drainage Engineer

MNDOT; DRAINAGE ENGINEER
London Road Reconstruction

REGISTRATIONS & ACCREDITATIONS

Licensed Professional
Engineer in Minnesota
Design of
Construction SWPPP

EDUCATION

Master of Science, Civil
Engineering,
Minor in Water
Resources Science,
University of
Minnesota Duluth
Bachelor of Science, Civil
Engineering,
University of
Minnesota Duluth



DAVID POLSON
PE, SWPPP
Condition Assessment
Engineer

David has over 12 years of experience in civil engineering and hydraulic design and modeling. He provides pavement, sanitary and storm sewer, and watermain design, erosion control planning and permitting, inflow and infiltration detection and monitoring, FAA permitting and AT/FP design. His experience includes providing on-site observation of construction progress and quality, bridge and culvert hydraulics, grading plans, site layouts, environmental permitting, utility surveys and planning, volume and cost calculations, property access sight line analysis, managing site planning meetings, gathering GPS data and survey work, and long range construction planning. David has extensive technical skills including: AutoCAD Civil3D, HydroCAD, HEC-RAS, WinSLAMM, MIDS, PCASE, HY-8, and Microstation.

Relevant Project Experience

CITY OF DULUTH | DULUTH, MN
Superior Street Reconstruction;
Drainage Engineer

2025 Lead Service Line Replacement CA;
Construction Administrator

Fire Station #2 and #4 Paving

DEDA Fiber Project, Lincoln Park



BELLA LARSON EIT
Roadway Designer

Bella brings a meticulous attention to detail to the planning and design of roads and infrastructure.

Her hands-on background in construction, surveying, and inspection developed her ability to make informed design decisions and anticipate real-world challenges. She has contributed to several City of Duluth projects, providing a blend of field inspection, design expertise, and data management skills. This experience gives her a strong understanding of Duluth's procedures, standards, and expectations, ensuring her work is both compliant and effective. Most recently, Bella has specialized in construction administration for Lead Water Service Replacement projects, focusing on streamlining data collection and GIS plan production.

Relevant Project Experience

CITY OF DULUTH
Morley Heights Street Preservation;
Roadway Designer
Eklund Avenue Reconstruction;
Roadway Designer

East Third Street Reconditioning; Roadway
Designer, Construction Administrator

East 1st St & East 1st St Alley Reconstruction;
Roadway Designer, Construction Administrator

SLC Rice Lake Road Mill & Overlay;
Road Designer



PAUL VOGEL PLS
Professional Land
Surveyor

A Licensed Professional
Land Surveyor in

Minnesota, Paul has over 36 years of surveying experience and has provided services for various private and public clients. Paul's role is to complete and oversee a variety of professional assignments to facilitate the completion of roads, building sites, recreational areas, developments, and bridges. He performs ALTA/ACSM, boundary, cadastral, topographic, environmental site and route surveys, which involve section subdivision, right-of-way acquisition, and preparation of appropriate legal descriptions. Paul prepares design, concept plats, preliminary plats, final plats, site maps, and a variety of exhibits for land transfers, right-of-way acquisition, easements, and utility infrastructure. He also provides research, computations, layout, field work, drafting, and correspondence.

Relevant Project Experience

CITY OF DULUTH; LAND SURVEYOR
Morley Heights Street Preservation

Superior Street Reconstruction

Eklund Avenue Reconstruction

45th Ave E to 60th Ave E Street

3. WORK PLAN

TASK 1: PROJECT MANAGEMENT

LHB is very familiar with the City's standards and needs, having been a partner on many City street projects. These projects have included complex reconstruction and utility replacement projects, as well as reconditioning and retrofit projects. We have experience working on projects in busy commercial areas and quiet residential neighborhoods. Every project is unique in scope and context and our team takes the time to understand each individual project and apply the appropriate design approach. We know that we need to be thoughtful in our design to make the most of the limited budget reserved for the Street Preservation Program. Our team is located in Duluth and can make site visits at short notice to confirm and verify existing conditions.

Our team will be led by Megan Goplin, who has served as project manager on several City reconstruction and preservation projects. Megan cares deeply about improving our community and understands the complexities of projects in Duluth, including clay soils, bedrock, aging infrastructure, and limited resources. She takes pride in making sure that the residents and community receive a quality product in the end.

Megan and the LHB team will meet with City staff to kick off the project and review project scope, existing conditions, confirm design criteria and requirements and gather all available data, reports and plans. Following the kickoff meeting, the team will meet with City staff in the field to identify the project scope. This will include the extents of curb and driveway replacements, as well as drainage improvements. Our team will provide preliminary plan sheets to be used for the site visits and will record issues, scope, and City comments. Copies will be provided to the City at the end of the initial site visit.

LHB and the City will meet at key design milestones to confirm that the project scope meets the City's needs, accomplishes the project goals and is within the allotted budget. These milestones are at preliminary, 30%, and 90% design. In addition, weekly virtual check-ins will ensure that questions get answered and the project stays on track.

LHB has established quality control protocols to ensure plan quality and to reduce issues during construction. Reviews by the project quality manager will ensure conformance with applicable standards, that field data is accurately incorporated into the construction plans and will include constructability reviews.



Existing catch basin condition on 98th Avenue West.

TASK 2: PUBLIC ENGAGEMENT

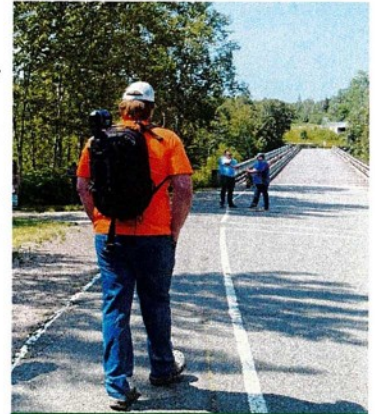
We expect that local residents will be happy to see the improvements being planned for their streets, but we also know there are inconveniences with construction. Our team has experience in public engagement for a wide range of projects and can help the City address neighborhood concerns and focus the conversation on the anticipated project scope. Our team will participate in one in-person and one virtual public meeting, organized by the City, to inform the residents of the upcoming project and to help answer questions about what to expect during construction. LHB will assist the City by providing easy-to-read maps and exhibits for these meetings.

TASK 3: SITE ASSESSMENT, SURVEY AND DATA COLLECTION

Full traditional topographic survey will not be necessary for the entire project to complete the design plans. Following the initial site evaluation with the City, we plan to perform mobile scanning of each street section included to collect updated street view imagery and basic topographic mapping. Specific areas of interest such as utility locations, steep driveways, ADA quadrants, and ditching, can be identified for detailed data extraction from the point cloud, saving time and effort in the field. We will review the geotechnical borings and investigation report provided by the City and confirm the recommended pavement reconditioning approach. This report will also help the team understand where bedrock is located and any underlying roadway base issues.

Our surveyors will also obtain 360-degree images and complete LHB's custom Survey 123 inspection form for each of the 230 storm structures identified in the scope. All this information will be reviewed and analyzed as part of the design, to confirm flagged issues with the existing system and provide repair recommendations.

LHB will also engage the private utility companies to confirm the locations of all existing utilities within the project limits. In addition to the Gopher State One Call request prior to surveying, we will follow up with map requests. We have developed a list of local



LHB's EXYN scanner can be hand-held, or mounted on a backpack, car, or drone to efficiently capture survey data in a 360-degree point cloud format that can be uploaded immediately to prepare repair plans, if needed.



LHB's Survey123 online inspection form for storm structures exports data from the field into the City of Duluth's Manhole/CB Form, ensuring collection efficiency and data integrity.

3. WORK PLAN



Example of 360-degree image taken during the City of Duluth's Morley Heights project.

utility contacts during our work on other local projects and will use that contact list to make sure we are coordinating with the right people at the impacted utility companies.

We understand that the City will provide any available televising reports and video of the existing storm sewer in the project streets. We have also partnered with HK Solutions to complete the additional televising needs outlined in the RFP. For this project we assume this includes 5000 LF of pipe, 170 catch basins and 60 manholes. We assume these reports will include initial identification of issues along the pipes.

Based on available mapping and our familiarity with the area, the existing right-of-way widths vary, with the most common range being approximately 64 to 67 feet. Crestline Court, Springvale Road, and High Park Road are estimated to have right-of-way widths of about 50 feet, while Ponderosa Avenue appears to have a right-of-way width of approximately 80 feet. This scope does not include boundary survey or easement exhibits and descriptions, however, we have this expertise in-house and can provide it as an additional service, if requested.

TASK 4: PRELIMINARY RECOMMENDATIONS

LHB will analyze and compile all available surveys and data and prepare design recommendations and preliminary plans outlining the proposed work scope of the project. A preliminary cost estimate, broken down by street, will accompany the preliminary plans. Upon review and approval by City staff of the preliminary plans and costs, the design team will move into 30% design plans.



Pipe heave under catwalk on Springvale Road.

TASK 5: PLANS AND SPECIFICATIONS

The design team will prepare the statement of estimated quantities, in conformance with City standards for street preservation projects, construction notes and details, drainage profiles, removals and construction plans, SWPPP, and traffic control plans. Each plan submittal will follow the MnDOT review checklist for the applicable plan sheets as a QAQC check. LHB will also prepare the project special provisions and assist the City in assembling the project manual, as needed. The plans and specifications will be prepared in conformance with the latest MnDOT Specifications (2025), the new City of Duluth Specifications (2026), and City of Duluth Engineering Guidelines.

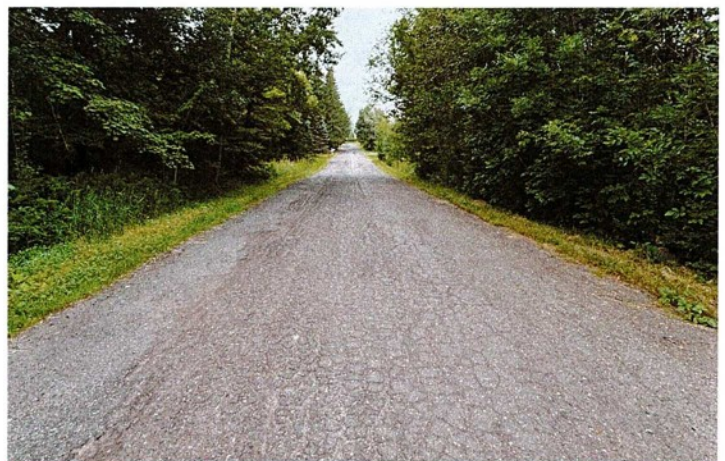
TASK 6: COST ESTIMATING

LHB will provide a total of five (5) cost estimates during the design process to ensure that the project is on track to stay within budget. This will give the City multiple opportunities to make cost-saving measures if the project scope is exceeding the allocated budget. These estimates will be provided in both PDF and Excel format and will break the project down by street. Estimates will be provided at preliminary design prior to preparing plans and specifications but following site walks with the City, as well as at 30%, 90%, 95% and final design submittals. With our experience working on similar projects in the region, our team has a good understanding of the local unit prices and will use that data to provide cost estimates specific to work in this area.

TASK 7: PROJECT BIDDING

LHB will provide signed construction drawings and specifications for bidding the project, as well as the project bid form complying with the City's requirements. We will attend the pre-bid conference and be available to answer questions that arise during bidding.

This project scope does not include construction observation services, but LHB will prepare staking files to provide to the City to assist in accurate staking of the project in the field during construction.



Existing alligator cracking pavement distress on W. Marble St.

3. WORK PLAN, CONT.

TASK 1 PROJECT MANAGEMENT

LHB	- Invoicing and communications. - Design coordination. - Monitor schedule and budget - Manage Quality Control process. - Participate in kickoff meeting with City staff. - Site scoping meeting with City. - Weekly check-in meetings with City Staff (assume 26 virtual meetings). - Prepare meeting agendas and minutes.
City	- Ensure key staff attend and participate in design meetings and site visits. - Route and review minutes. - Provide feedback on design elements.
Deliverable(s)	- Meeting minutes and agendas - Preliminary plan sheets for on-site scoping meeting.

TASK 2 PUBLIC ENGAGEMENT

LHB	- Prepare exhibits and maps. - Participate in public meetings (assume 1 in person and 1 virtual). - Prepare meeting summary.
City	- Prepare and distribute meeting notices and invites. - Schedule meetings. - Lead public meetings.
Deliverable(s)	- Meeting exhibits. - Meeting summary.

TASK 3 SITE ASSESSMENT, SURVEY AND DATA COLLECTION

LHB	- Topographic survey (where needed) (assumes all driveways, utilities, ADA, and ditches) - Gopher State One Call map request. - Gather utility maps and contacts. - Utility information meeting to confirm locations of third party utilities. - Review and compile data. - Review geotechnical data and confirm pavement recommendations. - Obtain and review storm sewer televising video and reports (assumes 5000 LF of storm pipe, 170 catch basins, and 60 manholes). - Prepare structure inspection reports.
City	- Geotechnical investigation including soil borings and pavement reconditioning recommendations. - Historical as-built drawings. - Available sewer televising video and reports. - City utility GIS information. - Right-of-way mapping.
Deliverable(s)	Storm and sanitary inspection reports.

TASK 4 PRELIMINARY RECOMMENDATIONS

LHB	- Prepare utility repair/replacement recommendations. - Prepare street surfacing recommendations. - Prepare preliminary cost (included in task 6). - Revise scope as needed to meet budget.
City	Review and provide design input.
Deliverable(s)	Preliminary Recommendations .

TASK 5 PLANS AND SPECIFICATIONS

LHB	- Prepare 30% plans. - Prepare 90% plans and specifications. - Prepare final signed plans and specifications.
City	Review and provide design input for each plan submittal.
Deliverable(s)	30% plan submittal. 90% plan and specifications submittal. - Final signed plans and specifications submittal.

TASK 6 COST ESTIMATING

LHB	- Prepare preliminary cost estimate (Est. #1). - Prepare 30% cost estimate (Est. #2). - Prepare 60% cost estimate (Est. #3). - Prepare 95% cost estimate (Est. #4). - Prepare final cost estimate (Est. #5).
City	- Provide project budget information and updates. - Provide review and input on cost saving measures.
Deliverable(s)	- Preliminary cost estimate. 30% cost estimate. 90% cost estimate. 95% cost estimate. - Final cost estimate.

TASK 7 PROJECT BIDDING

LHB	- Prepare bid form. - Prepare project staking files. - Attend pre-bid conference. - Answer questions from bidders and prepare addendums as needed.
City	Advertising, bidding, and letting management.
Deliverable(s)	- Final plans and specifications for bidding. - Bid Form. - Addendums as needed. - Project staking files.



3. WORK PLAN, CONT.



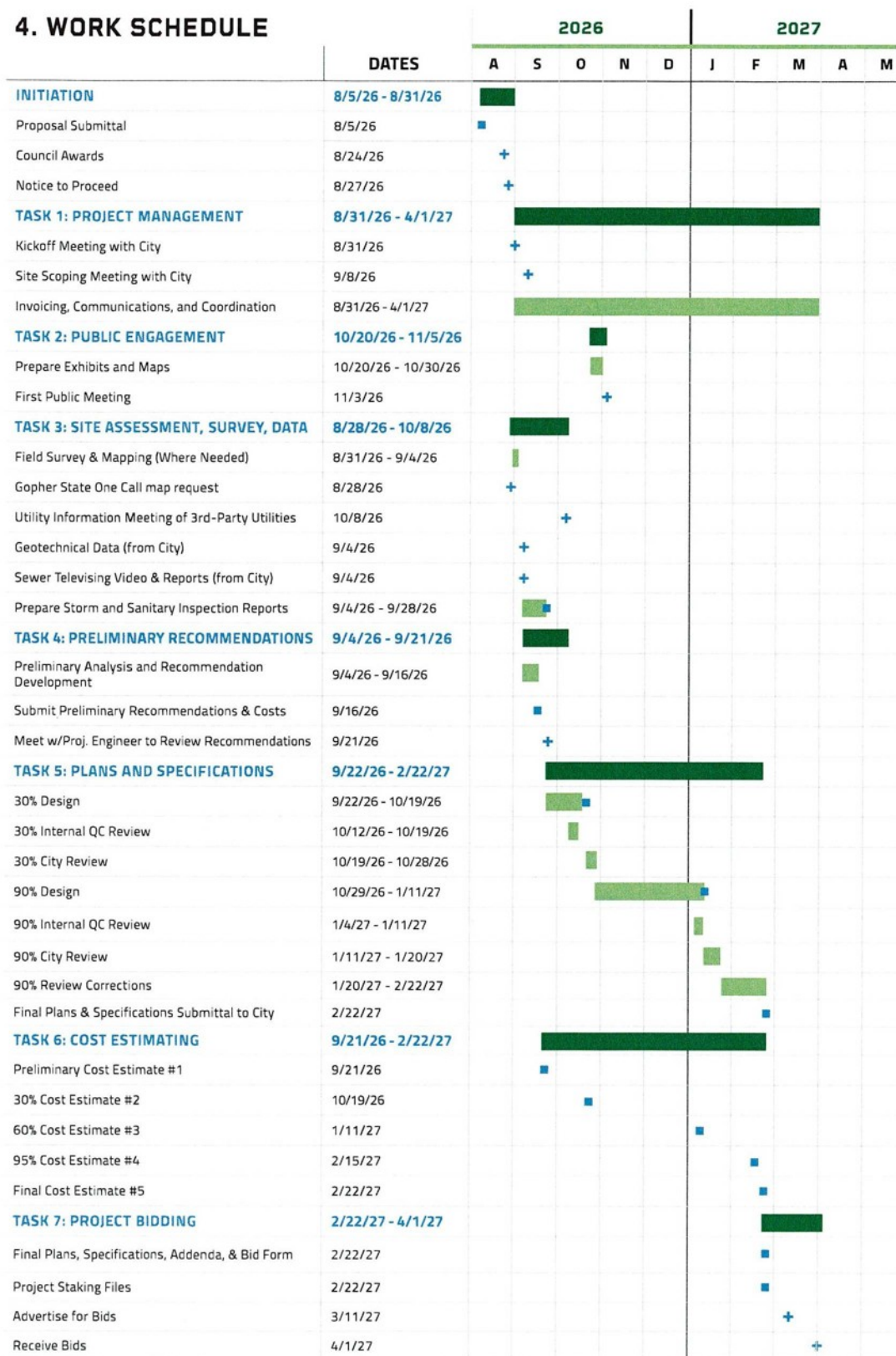
Project Name 2027 Street Preservation Project
Gary, Piedmont, and Duluth Heights
City of Duluth
Client
Preparer LHB

Project Number 260421
Date August 5, 2026

2026 FEE ESTIMATE WORKSHEET

Project Breakdown Task Description	Matt S. Project Principal	Megan G. Project Manager	Jackson E. Drainage Lead	David P. Utility Condition Reviewer	Bella L. Project Designer	T8 GIS Specialist	T1 Technician	Paul V. Survey Lead	T2 Surveyor	T12 Survey Technician	T10 Admin	T12 0	T12 0
Task 1 - Project Management													
Project Kickoff Meeting		1			2								
Preparation of preliminary plans for on-site scoping meeting		1			1	2	4						
Site scoping meeting with City Staff		8			8								
Weekly check-in meetings with City Staff (Assume 26 virtual half hour meetings)		13			13								
Project communications, coordination and invoicing (Assume 7 months)	2	14									2		
Quality Control	4	8											
Task 2 - Public Engagement													
Prepare Exhibits and Maps		1			4	2	4				2		
Participate in public meetings (one virtual, one in-person)		3			3								
Prepare Meeting Summary		1			1						1		
Task 3 - Site Assessment, Survey and Data Collection													
Topographic Survey (Includes control, driveways, ADA, utilities and ditches)								10	54	8			
Gopher State One Call Map Request					2								
Gather Utility Maps and Contacts					4								
Utility Information Meeting					2								
Review and compile data					4	4	8						
Review geotechnical data and confirm pavement recommendations		2			4								
Review sewer televising video and reports (Assume 5000 LF pipe)				20	4								
Structure Inspection Reports (Data Collection Review & Recommendation for 230 Structures)				20	4	4				50			
Task 4 - Preliminary Recommendations													
Prepare utility repair/replacement recommendations			40		4								
Prepare street surfacing recommendations		2			24		16						
Prepare preliminary cost (Est. #1 included in Task 6)													
Scope revisions to meet budget		2	4	4	16		20						
Task 5 - Plans & Specifications													
Title sheet (1 sheet)		1			2		2						
Statement of Estimated Quantities and Notes (2 sheets)		2			16		12						
Construction Notes and Standard Plates (1 sheet)		2			6								
Sheet Index Table (1 sheet)		1			1		2						
General Layout (1 sheet)		1			2		2						
Construction Details (4 sheets)		2	8	6	4		8						
ADA Pedestrian Ramp Design (Assume 80, Level 2 Design)		12			80		40						
Storm Profiles (Assume 2500 LF, 3 sheets)		2	16		4		24						
Quantity Tabulations - Split by street (32 sheets)		2	8		90		40						
Typical Sections - Split by street (16 sheets)		2			24		60						
Construction Plans - Split by street (30 sheets)		4	16		90		120						
Erosion Control & SWPPP (32 sheets)		2	12		72		60						
Traffic Control Plans (15 sheets)	2	2			40		60						
Special Provisions		4	2		4						2		
Task 6 - Cost Estimating													
Preliminary Cost Estimate		2			4								
30% Cost Estimate		2			4								
60% Cost Estimate		2			4								
95% Cost Estimate	1	2			4								
Final Cost Estimate		2			4								
Task 7 - Project Bidding													
Prepare Bid Form		1			1								
Prepare Staking Files		2			4		24						
Attend pre-bid conference		2											
Bidding Assistance		4	2		6		6						
Total Hours	9	114	108	50	566	12	512	10	54	58	7	-	-

4. WORK SCHEDULE



We are committed to working with the City to meet the City's schedule for reviewed, bid-ready plans by February 22, 2027. We have taken the liberty of expanding on the City's schedule in the RFP to identify key timelines and milestones we intend to use during the design to track and manage progress. The schedule, as described, meets the City's timetable and we have the staff and resources committed to ensure the project is completed on time.

Key	
	Task
	Subtask
	Milestone
	Deliverable

5. REFERENCES

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Project Manager
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Erin.Blaylock@
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Addendum No. 1
Solicitation 26-99601
RFP for Design Services for 2027 Street Preservation – Gary, Piedmont, Duluth Heights

This addendum serves to notify all bidders of the following changes to the solicitation documents:

The following are questions that were asked and their subsequent answers in *italics*:

1. For the purposes of the cost proposal: What should we assume for the number of catch basins to be rehabilitated for each proposal?
 - a. *3h) Page 10: 2093-The Consultant, as part of design services, shall assume 5000 LF of pipe, 110 catch basins and 60 manholes*
2. For the purposes of the cost proposal: Shall we anticipate storm sewer replacement and if so, how many runs should we anticipate?
 - a. *Yes, assume 2500 LF of storm sewer replacement. All sizes, multiple locations.*
3. For the purposes of the cost proposal: What percentage of curb and gutter and driveways should we plan on replacing?
 - a. *Assume 30% times the street miles.*
4. Will there any stormwater treatment necessary for these projects?
 - a. *Yes, there could be. In the past we have added sediment structures and drainage swales.*
5. The scope of work does not specify any utility coordination and surveying. If that is needed, will the City or the consultant be responsible for this?
 - a. *3a) This section describes survey work. For clarity assume 25% of miles requires full topo survey, all miles require the work described in 3a. Which sections require full survey will be determined after meeting with City after first cost estimate and meeting with City.*

Please acknowledge receipt of this Addendum by initialing and dating Addendum # on Appendix A – Proposal Cover Sheet.

Posted: July 30, 2026

The City of Duluth is an Equal Opportunity Employer.



Addendum No. 2
Solicitation 26-99601
RFP for Design Services for 2027 Street Preservation – Gary, Piedmont, Duluth Heights

This addendum serves to notify all bidders of the following changes to the solicitation documents:

The following are questions that were asked and their subsequent answers in *italics*:

1. It appears that Fremont Street between Grand Avenue and 71st Ave W was removed sometime between 2015 and 2025. Is the intent to have this project reconstruct the street in its former location again?
 - a. No, just the limits on the map and list.*
2. Should the consultant plan on 4 total public meetings (2 virtual and 2 in-person) or two public meetings (one virtual and one in-person)?
 - a. 2 meetings, 1 virtual and 1 in-person.*

Please acknowledge receipt of this Addendum by initialing and dating Addendum # on Appendix A – Proposal Cover Sheet.

Posted: August 3, 2026

The City of Duluth is an Equal Opportunity Employer.