

October 29, 2025

Tom Johnson – Senior Engineer City of Duluth 411 West First Street Duluth, MN 55802

PROPOSAL FOR PROFESSIONAL SERVICES HILLSIDE CULVERT REPAIR - PHASE 2 - CONSTRUCTION ADMINISTRATION

Following below is our proposal for Construction Administration for Phase 2 of the Hillside Culvert Repairs.

Scope of Services

General scope of services includes periodic onsite inspection and documentation of construction activities as detailed in the plans previously sent to the city as part of City Project No. 2346 and material testing provided by Braun.

1. Preconstruction

- Prepare for and attend kick off meeting with the city and selected contractor
- b. Review submittals and respond to RFI's

2. Construction Administration/Documentation

- a. Conduct periodic on site field observations and documentation of construction activities.
- b. Attend on site meetings as determined during the project.
- c. Process pay applications monthly.
- d. Provide record drawings.

3. Material Testing - Braun

- a. Perform on site concrete testing for air and slump and obtain cylinder molds for compressive testing.
- b. Aggregate samples for Class 5 and Select Granular grading materials.
- c. Concrete strength testing and reporting.

Assumptions

1. Non-full time onsite construction observation assumed. Part time during critical construction activities at an average rate of 25 hours a week for 16 weeks.

Proposed Fee

LHB proposes an hourly not to exceed fee of eighty thousand two hundred and seventy-five Dollars (\$80, 275.00) including reimbursable expenses.

Terms and Conditions

Terms and conditions will be as per standard city agreement.

We appreciate the opportunity to provide you with our services. We look forward to working with you. Please contact me at 218.279.2495 if you have any questions.

LHB, INC.

CHRIS MILLER, STRUCTURAL ENGINEER

Christopher J. miller

JON SIITER, ENGINEERING PRINCIPAL

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Attachments: Fee Estimate

C:

LHB Project No. 250541

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Project Name Client Preparer Hillside Culvert Repairs Phase 2 - CA City of Duluth CJM Project Number Date 250541 October 29, 2025

| Project Breakdown | P1 Project | P2 Profess. | P4 Profess. | P5 Profess. | P7 Profess. | P8 Profess. | P12 Profess. | T1 Senior | T3 Senior | T5 Lead | T7 Inter. | T10 | T12 | Total Labor |
|---|---------------|----------------|----------------|-----------------------|----------------|----------------|-----------------|--------------|--------------|------------|--------------|-------|-----------------|-----------------|
| Task | Principal | Eng. | Eng. | Eng. | Eng. | Eng. | Eng. | Tech. | Tech. | Tech. | Tech. | Tech. | Tech. | Costs |
| Description | \$ 265 | \$ 250 | \$ 210 | \$ 195 | \$ 170 | \$ 160 | \$ 120 | \$ 145 | \$ 130 | \$ 115 | \$ 105 | \$ 90 | \$ 80 | (\$) |
| Preconstruction | | | | | | | | | | | | | | \$ - |
| Project Management | | 6 | | | | | | | | | | | | \$ 1,500.00 |
| Preconstruction Meeting | | 1 | | | 2 | | | | | | | | | \$ 590.00 |
| RFI/Shop Drawing Review | | 2 | | | 12 | | | | | | | | | \$ 2,540.00 |
| Construction Administration | | | | | | | | | | | | | | \$ - |
| Onsite Meetings/Minutes | | | | | 20 | | | | | | | 32 | | \$ 6,280.00 |
| On Site Observation (assume 25 hr/week x 16 weeks) | | | | | | | | | | | | 400 | | \$ 36,000.00 |
| Supplemental Inspections | | 8 | | | 40 | | | | | | | 100 | | \$ 8,800.00 |
| Final Walk-Through/Punch List | | 0 | | | 8 | | | | | | | 8 | | \$ 2,080.00 |
| That Walk-Thought and Elst | | | | | 0 | | | | | | | 0 | | \$ - |
| Documentation | | | | | | | | | | | | | | \$ - |
| Pay Request Processing | | | | | 10 | | | 10 | | | | 24 | | \$ 5,310.00 |
| Record Drawings | | | | | | | | | | | | 32 | | \$ 2,880.00 |
| Closeout | | 1 | | | 16 | | | | | | | | | \$ 2,970.00 |
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| Total Hours | - | 18 | - | - | 108 | - | - | 10 | - | - | - | 496 | - | |
| Travel Expenses | Qty | Rate | Cost | Other Direct Expenses | | | | | C | ost | Labor Cost | | | \$ 68,950.00 |
| Travel Exp (Airfare, Meals, Hotel, Rental Car, Gas, etc.) | | | - | Mail / Delivery | | | | | | | Travel Costs | | | \$ 3,750.00 |
| 4WD Survey Truck (includes 124 miles in a day) | 30 | 125.00 | 3,750.00 | Printing | | | | | | | Direct Co | sts | | \$ - |
| | | - | - | Other | | | | | | | | | | |
| | | - | - | | | | | | | | Braun | | | \$ 7,575.00 |
| | | - | - | | | | | | | | | | | |
| | | - | - | | | | | | | | | | | |
| | | - | - | | | | | | | | | | | |
| Total Travel Costs | | 3,750.00 | | | | Total I | Direct Costs | | - | Total Es | timated C | ost | \$ 80,275.00 | |