

October 17, 2025

Cory Bienfang, PE

Interim City Engineer

City of Mankato
10 Civic Center Plaza
Mankato, MN 56001

507.387.8634
CBienfang@mankatomn.gov

**RE: Professional Construction Services Proposal for
Hoffman Road Extension**
Mankato, Minnesota

ISG

Cory,

As the City of Mankato proceeds with construction of the Hoffman Road Extension project, I & S Group, Inc. (ISG) stands eager and ready to assist as your local and dedicated partner. ISG understands that this project includes extending Hoffman Road to the east of the 586th Avenue (County Road 12) roundabout by approximately 2,600 feet. This work includes the installation of sanitary sewer, watermain, storm sewer, stormwater ponds, street, lighting, sidewalk, and a multi-use trail. We recognize that construction will begin in 2025 and continue into the 2026 construction season.

ISG is committed to delivering excellence through the collective expertise of our multi-disciplinary team. With this collaborative approach, we will provide the following scope of services to meet your project needs.

SCOPE OF SERVICES

Construction Administration

ISG will review shop drawings and submittals, review and recommend approvals for change orders and payment requests, coordinate and attend weekly site meetings, and complete project close-out activities, including a site walk-through and preparation of a final punchlist. Site visits and observations requested by the City will be provided on an hourly time and materials (T+M) basis.

Construction Observation

ISG will provide full-time construction observation of the extension's public infrastructure, including water main, sanitary sewer, storm sewer, and street construction. This will include ongoing documentation through photography and written field report narratives of critical construction processes, testing activities and results, and general progress.

Construction Materials Testing

Project materials testing will be performed by Braun Intertec, following the requirements of the City of Mankato and project specifications. This includes testing for aggregate base, concrete curbs, sidewalks, driveways, and asphalt paving.

ASSUMPTIONS

The proposed scope and fee includes the following assumptions:

- 28 weeks of construction
 - 2025: 8 weeks of construction
Late October to mid-December
 - 2026: 19 weeks of construction through substantial completion
April through mid-August
 - 2027: 1 week of project close out
Final wearing course paving and punchlist work, if required
- 4 hours of construction administration per week
- 40 hours of construction observation per week

The estimated construction duration is based on the Contractor's proposed schedule, as provided at the preconstruction meeting.

COMPENSATION

ISG proposes to provide the scope of work described within this proposal for compensation in accordance with the following schedule. Anticipated reimbursable expenses such as travel time, mileage, and printing costs are included.

Service	Cost
Construction Administration	T+M, Est. \$26,000
Construction Observation	T+M, Est. \$162,500
Construction Materials Testing	T+M, Est. \$27,000
Estimated Total	\$215,500

ADDITIONAL SERVICES

ISG's goal for this proposal, like its services, is to be flexible in meeting the requirements of this project. Upon request, ISG can provide a subsequent proposal to assist with additional professional design and construction phase services needed to support this project as it moves forward.

ISG appreciates the opportunity to provide a solution tailored to the needs of the City of Mankato. Upon acceptance, please sign the acknowledgment box and return a copy of the proposal to our office. We look forward to providing you with responsive service, a collaborative experience, and timely delivery.

Sincerely,



Kyle Renneke, PE

Civil Engineer

Applicable Contract

The General Terms and Conditions applicable to this Proposal are available at the link below and are hereby accepted and incorporated herein by reference. Upon acceptance of this Proposal, the parties can proceed with the project based on this signed Proposal, per its General Terms and Conditions, or for more complex projects, ISG, at its discretion, will prepare and require the use of an AIA or EJCDC Contract that will govern the project. ISG's compensation does not include sales or use taxes. Additional information can be found in our General Terms and Conditions.

bit.ly/termsconditions_isg



Acknowledgment of Acceptance

This proposal is valid for 30 days.

Accepted this _____ day of _____, 2025.

Company (Print): _____

Name (Print): _____

Title (Print): _____

Signature: _____