



June 14, 2012

Mr. Tim Himmer, PE
City Engineer
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Sunwood/Armstrong Construction Services

Dear Tim,

This letter is WSB's revised proposal to provide surveying, construction administration, and inspection services for the relocated Sunwood Drive and Armstrong Boulevard improvements. This proposal assumes that the two projects are bid as a single project and is based on a construction start date of July 9th and completion of the construction in 2012. The proposed scope of services includes the project engineering, construction staking, construction administration, inspection, and record plans for both the Sunwood Drive and Armstrong Boulevard improvements. The revised proposal has been broken into four work tasks as requested by the City. Although the cost breakdown by task is different than the previous submittals because of the revised task descriptions, the total cost is consistent with the previous submittals. A description of the four work tasks is presented below:

1. **Project Engineering** – Provide interpretation of plans and specifications, shop drawing reviews, attend weekly construction meetings and onsite construction meetings as necessary, for the Sunwood Drive and Armstrong Boulevard projects. WSB will coordinate with Landform, if necessary, on the construction plans they prepared.
2. **Construction Staking** – Provide survey control and construction staking for the Sunwood Drive and Armstrong Boulevard projects. Obtain information necessary for the preparation of record plans.
3. **Contract Administration and Inspection** – Administer the overall contract for both the Sunwood Drive and Armstrong Boulevard projects. This includes preparing pay requests and change orders, and providing construction inspection services in coordination with the City. This also includes coordination of utility relocations in the corridor.
4. **Record Plans** – Prepare record plans for the Sunwood Drive and Armstrong Boulevard projects. Project closeout items are also included in this task.

The following table presents a summary of the estimated costs for the identified work tasks. WSB would complete this work under our existing Engineering Services Contract with the City of Ramsey. The work will be billed on an hourly basis based on standard hourly rates as identified in our existing contract with

Mr. Tim Himmer, PE

June 14, 2012

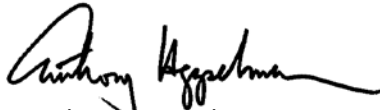
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the City. Our cost estimate is for the construction of both the Sunwood Drive and Armstrong Boulevard Improvements. We are happy to provide all or part of these services as desired by the City.

I have attached a letter of engagement based on the Master Services Agreement.

Sincerely,

WSB & Associates, Inc.

A handwritten signature in black ink, appearing to read "Anthony Heppelmann". The signature is fluid and cursive, with a long horizontal stroke at the end.

Anthony Heppelmann, PE

Vice President

Enclosures

Table 1
Sunwood Drive and Armstrong Boulevard Intersection Improvements
Revised Construction Services Estimate



	TASKS	Tony H	Nick H	Mary Schwartz Signal	Inspector	Pete Helder	Survey Crew 2-Person	Admin/ Tech	Task Total
1	Project Engineering	8	104						\$ 12,200
2	Construction Staking					8	340		\$ 48,608
3	Construction Admin and Inspection	16	136	30	980				\$ 96,996
4	Record Plans/Project Close Out	8	60	8	40	24		40	\$ 16,924
	Total Hours	32	300	38	1020	32	340	40	1,802
	Hourly Billing Rate	\$ 134.00	\$ 107.00	\$ 96.00	\$ 79.00	\$ 126.00	\$ 140.00	\$ 62.00	
	Estimated Labor	\$ 4,288.00	\$ 32,100.00	\$ 3,648.00	\$ 80,580.00	\$ 4,032.00	\$ 47,600.00	\$ 2,480.00	\$ 174,728
	Direct Expenses (Mileage)								\$ 1,500
	Total Cost								\$ 176,228

CITY OF RAMSEY

LETTER OF ENGAGEMENT

Project Name: Sunwood Drive and Armstrong Boulevard

Project No.: _____

This Letter of Engagement is entered into this ____ day of _____, 20__ by and between the CITY OF RAMSEY, 7550 Sunwood Drive NW, Ramsey, Minnesota 55303 (the “City”) and

WSB & Associates, 701 Xenia Avenue South, Minneapolis, Minnesota 55418
(Name, Address)

(the “Consultant”).

RECITALS

WHEREAS, the City and the Consultant entered into an Engineering Master Consulting Agreement (the “Agreement”) on the ____ day of _____, 20__; and

WHEREAS, this Agreement provides that the City will engage the Consultant from time to time to assist in providing engineering services for projects and studies designated by the City and as described through separate Letters of Engagement; and

WHEREAS, the City wishes to retain Consultant to perform Service(s) to assist with the following described project:

Constructions Services for the realigned Sunwood Drive and Armstrong Intersection Improvements (the “Project”); and

WHEREAS, this Letter of Engagement outlines the Service(s) to be performed by the Consultant; the approved cost of the Project; and the Project schedule.

NOW, THEREFORE, in consideration of the mutual agreements herein contained and intending to be legally bound hereby, the City and the Consultant hereby agree as follows:

ARTICLE ONE
SERVICES TO BE PERFORMED BY THE CONSULTANT

The City hereby retains Consultant for the purposes of advising and consulting the City for the services described on Exhibit A attached hereto and made a part hereof.

ARTICLE TWO
SCHEDULE OF PERFORMANCE

The Consultant shall perform the services for the Project on the basis of the schedule attached hereto as Exhibit B and made a part hereof by reference. The schedule may be adjusted by mutual consent as the Service(s) proceed. The term limits established by the schedule and approved by the City shall not be exceeded by the Consultant or the City, except for a reasonable cause agreed to by the City.

ARTICLE THREE
CONSULTANT'S COMPENSATION

The City shall pay the Consultant for services furnished and the Consultant shall accept as full payment the sums described on Exhibit C attached hereto and made a part hereof.

ARTICLE FOUR
CAPITALIZED TERMS

Capitalized terms not otherwise defined herein have the meaning given them in this Agreement.

Subject to the terms and conditions of this Engagement Letter, all of the terms and conditions of the Engineering Master Consulting Agreement dated the ____ day of _____, 20__ will remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Engagement Letter as of the date first above written.

CONSULTANT

CITY OF RAMSEY

By: _____

Its: Mayor

By: _____

By: _____

Its: City Administrator

Its: _____

Recommended:

By: _____
Its: Public Works Director

Approved as to Form:

By: _____
Its: City Attorney

EXHIBIT A

SERVICES TO BE PERFORMED BY CONSULTANT

1. Project Engineering – Provide interpretation of plans and specifications, shop drawing reviews, attend weekly construction meetings and onsite construction meetings as necessary, for the Sunwood Drive and Armstrong Boulevard projects. WSB will coordinate with Landform, if necessary, on the construction plans they prepared.
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4. Record Plans – Prepare record plans for the Sunwood Drive and Armstrong Boulevard projects. Project closeout items are also included in this task.

EXHIBIT B

PROJECT SCHEDULE

Construction Start Date of July 7 and completion in 2012

EXHIBIT C

CONSULTANT'S COMPENSATION FOR PROJECT

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Revised Construction Services Estimate



	TASKS	Tony H	Nick H	Mary Schwartz Signal	Inspector	Pete Helder	Survey Crew 2-Person	Admin/ Tech	Task Total
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	Direct Expenses (Mileage)								\$ 1,500
	Total Cost								\$ 176,228

The above sums for services shall be Hourly Not to Exceed, subject only to adjustments for a change in scope of services performed, agreed upon in writing by the City and the Consultant.