



Real People. Real Solutions.

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August 14, 2017

Mr. Patrick Brama
Economic Development Manager
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: City of Ramsey COR Analysis
Center Street Area

Dear Mr. Brama:

We appreciated the opportunity to discuss a new area of the COR that is being primed for development. Our proposal was prepared based on our conversation and our experience in working with you on the Business Park analyses.

SCOPE OF SERVICES

The work associated with this project includes preparation of a letter report, cost estimating of improvements, along with the creation of exhibits for use by the City in discussions with interested parties.

We have assumed traffic analysis will include a cursory review of the area. Because these are local streets, no detailed analyses are anticipated.

We will obtain record drawings and GIS information from the City to use for base map creation.

We will prepare Concept Layouts based upon anticipated roadway configurations as discussed with the City. The Layouts will also include public utilities, park areas and other amenities such as sidewalks and trails. The Layouts will form the basis of cost estimating for the project.

Cost estimates will be completed for the improvements. The estimates will be broken out into a logical phasing plan for use by the City.

A letter report will be prepared that discusses the improvements. The report will include the following:

Written discussion of preliminary design findings.

Preliminary cost estimates based on estimated quantities from the Concept Layouts and unit prices from bids received for similar projects.

Cost allocation scenarios after discussion with the City.

Discussion of potential phasing of improvements.

Compilation of preliminary exhibits. We anticipate exhibits will include a series of drawings depicting stages of construction/implementation, along with potential funding allocations.

FEES

Based on our work associated with the Business Park, we estimate our fees to be as follows:

<u>Task</u>	<u>Amount</u>
Base Map Creation	\$ 1,440.00
Preliminary Design of Improvements	\$ 1,440.00
Cost Estimating	\$ 3,600.00
Graphics (6 Exhibits)	\$ 4,800.00
Letter Report	\$ 1,920.00
Meetings (2)	\$ 740.00
Total Base Cost	\$13,940.00

As additional options and alternatives present themselves, we'll continue to work with the City to update and refine graphics, estimates and attend meetings as requested. Additional work will be invoiced hourly, with any work agreed to with the City prior to proceeding.

If there are any questions or concerns, please call me at (651) 968-7760.

Sincerely,

Bolton & Menk, Inc.



Kevin P. Kielb, P.E.
Senior Project Manager