



Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsay, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

October 11, 2017

Mr. Mark Riverblood
Parks & Assistant Public Works Superintendent
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: City of Ramsey COR Area Parks Analysis
Preliminary Scope of Services and Fee Estimate for Civil Engineering

Dear Mr. Riverblood:

We are currently assisting the City with public infrastructure improvement analyses within the COR area. A portion of the analysis will include stormwater ponding review and also general grading throughout the COR.

We understand the City is currently in the process of considering long term park improvements for Lake Ramsey Commons and the Municipal Plaza park areas. Our scope of services associated with this preliminary scope and fee estimate is based upon the December 5, 2017 Scope of Services prepared by Bruce Jacobson, Landscape Architect.

The scope is considered preliminary at this time, and is intended to provide a range of services and fees that could be incurred by the City after the concept phase is complete.

SCOPE OF SERVICES

Topographical Survey

This task may precede work performed in association with sketch plans or concept design. Alternatively, it could be performed after sketches are prepared. Our work would include performing a topographical survey on the entire parcel for use in project design. Fees are expected to range from \$3,500 to \$5,000 for this task.

Geotechnical Exploration

Geotechnical exploration could be performed using a series of borings to determine the material type on the site, and suitability of the material for use in building pads throughout the COR area. Based on soil borings for surrounding properties, we anticipate the soil will be very well suited for foundations. This task would add a level of certainty for that assumption. The fees for this task would range from \$4,000 to \$7,000. A geotechnical sub-consultant would perform this work task.

Plans and Design Documents - General

We will work with the City and Landscape Architect to translate studies, plans, sections and other preliminary design drawings described in the project proposal into construction document format including the following:

- Preliminary and Final Layout / Dimension Plan,
- Preliminary and Final Grading / Drainage Plan (with stormwater management components),
- Preliminary and Final Utility / Infrastructure Plan (as needed), and
- Design Details (as needed).

Schematic Design

We will work with the City and the Landscape Architect, beginning at the schematic design phase of the process. Our work scope is anticipated to include the following:

- Prepare a topographic background drawing using current/existing topographic data files. We'll use aerial photography and topographical survey data to complete the base map.
- Convert the conceptual site plan layout, per direction from Owner and Landscape Architect, into AutoCAD Civil 3D format.
- Prepare preliminary design drawings for site improvements, including stormwater management concepts.
- Incorporate anticipated surface improvements, including erosion control and other project elements, into the preliminary drawings.
- Review potential site constraints, submittal process requirements, and other project requirements with the City and Landscape Architect.
- Attend meetings with Owner, Landscape Architect and applicable agencies as needed.

The fees for this task are estimated to be between \$12,000 and \$18,000.

Design Documentation

We'll prepare design documents in a format suitable for receiving bids from contractors. Tasks associated with this items are anticipated to be as follows:

- Coordinate further design refinements with Owner and Landscape Architect for site layout and stormwater management components.
- Prepare civil construction drawings to include site demolition plan, site grading plan, surface drainage/stormwater management plan, erosion control and site details, pavement sections (as needed), site utilities plan, and other design elements.
- Submit civil engineering plans and preliminary cost estimate for Owner and Landscape Architect review.
- Prepare and submit final civil engineering plans to Owner and Landscape Architect for final review and confirmation of probable construction costs.

We estimate fees associated with this task to be in the range of \$15,000 to \$18,000.

SUMMARY OF FEES

We have prepared preliminary fee estimates based on our understanding of the work to be performed. These fees could change based upon work associated with the concept preparation portion of the overall work plan. We estimate the Civil related design fees to be in the ranges presented below:

<u>Task</u>	<u>Low Range</u>	<u>High Range</u>
Topographical Survey	\$ 3,500	\$ 5,000
Geotechnical Exploration	\$ 4,000	\$ 7,000
Schematic Design	\$12,000	\$18,000
<u>Design Documentation</u>	<u>\$15,000</u>	<u>\$18,000</u>
Estimated Range of Fees	\$34,500	\$48,000

As noted previously, preliminary survey and geotechnical explorations may not be required for the project. Without those two items, the range of fees would be estimated between \$27,000 and \$36,000.

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