



Real People. Real Solutions.

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

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

October 21, 2021

Mr. Bruce Westby, P.E.  
City Engineer  
City of Ramsey  
7550 Sunwood Drive NW  
Ramsey, Minnesota 55303

RE: Proposal for Engineering Services - Riverdale Drive Improvement Project

Dear Mr. Westby:

We appreciate the opportunity to present this scope of services for the Riverdale Drive Improvement project. Our scope and fees were prepared based on our understanding of the project and our previous experience in delivering Municipal Agreement and State Aid projects.

## SCOPE

The City is anticipating construction of the improvements in two phases, with the public utility portion of the project being completed prior to the roadway related improvements. This is due to the length of time required to obtain MnDOT approvals associated with Local Partnership Program (LPP) funding. The proposed improvements will be generally as described below:

- Riverdale Drive construction from Llama Street to Bowers Drive,
- Trails, sidewalks, landscaping and lighting improvements (to be determined),
- Closure of the median crossing and extension of the eastbound right turn lane at Bowers Drive could be completed to strengthen the funding application.

A figure is attached depicting the roadway improvements.

Project scope assumptions used in creating this fee proposal include the following:

- **Local Partnership Program Funding:** The following documents will be prepared and submitted in accordance with funding program requirements: Quality Management Process, Transportation Management Plan, electronic as-builts, Historical/Archeological Review Request, and Project Schedule (following MnDOT template).
- **A topographic survey:** Survey will be completed during the Trunk Utility Phase of the project and will be used for roadway design.
- **Geotechnical:** Borings will be completed during the Trunk Utility Phase of the project and will be used for roadway design.
- **Preliminary Design:** Considerations will include the following:
  - Roadway alignment,
  - Improvements along TH 10, and
  - Extent of trail, sidewalk, landscaping, and lighting improvements.

- The **Right-of-Way**: We will continue to assist the City as needed.
- **State Aid formatted plans and specifications**, including plan review checklist, drainage calculations, and pavement designs are required. The signature block will follow the Municipal Agreement format.
- The anticipated **roadway plan set** will include the following 63 sheets:
  - Title (1 sheet),
  - Legend (1 sheet),
  - Estimated Quantities/Standard Plates (1 sheet),
  - Tabulations (2 sheets),
  - Alignment Plan and Tabulation (2 sheets),
  - Typical Sections (1 sheet),
  - Construction Details and Phasing (5 sheets),
  - MnDOT Standard Plan Sheets (16 sheets),
  - Intersection and Pedestrian Ramp Details (2 sheets),
  - Storm Water Pollution Prevention Plan (3 sheets),
  - Erosion and Sediment Control (2 sheets),
  - Existing Conditions & Removals (2 sheets),
  - Riverdale Drive Plan and Profile – Watermain and Sanitary Sewer (3 sheets),
  - Riverdale Drive Plan and Profile – Street and Storm Sewer (3 sheets),
  - Collins Drive Plan and Profile – Street and Storm Sewer (1 sheet)
  - Bowers Drive Plan and Profile – Street and Storm Sewer (1 sheet),
  - TH10 Median and Turn Lane Removals (3 sheets),
  - Traffic Control Plan (1 sheet),
  - Storm Sewer Pond Grading (1 sheet),
  - Signage & Striping (2 sheets), and
  - Cross-Sections (10 sheets).

As noted above, the roadway plans will include the utility plan sheets for reference.

The above sheet listing assumes work on TH 10 will be performed with shoulder closures per the Field Manual for Temporary Traffic Control Zone Layouts, and no project specific traffic control layouts will be created.

Construction related services such as staking, administration and observation are not included in this proposal. A separate proposal can be submitted once the extent and timing of the improvements is finalized.

## **SCHEDULE**

We anticipate preparing both trunk utility plans and roadway plans simultaneously. We anticipate the City utility plans to be bid allowing for construction in the spring of 2022. Roadway construction most likely won't occur until late summer of 2022 after MnDOT approvals have been received on the plans.

## **PERMITTING AND APPROVALS**

The work associated with the roadway improvements will require the following permits:

Bruce Westby, P.E.  
October 21, 2021  
Page 3 of 3

- State Aid/Municipal Agreement Approvals,
- Lower Rum River Watershed Management Organization (Stormwater and Erosion Control), and
- MPCA (NPDES – Construction Stormwater General Permit).

## **FEES**

We have attached a fee spreadsheet depicting hours, rates, and total compensation on a per task basis.

If there are any questions related to the scope and/or fee portion of this submittal, please call me at (651) 968-7760.

Sincerely,

**Bolton & Menk, Inc.**



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

## ATTACHMENTS:

- Improvements Exhibit
- Detailed Fee Spreadsheet

**RIVERDALE DRIVE**

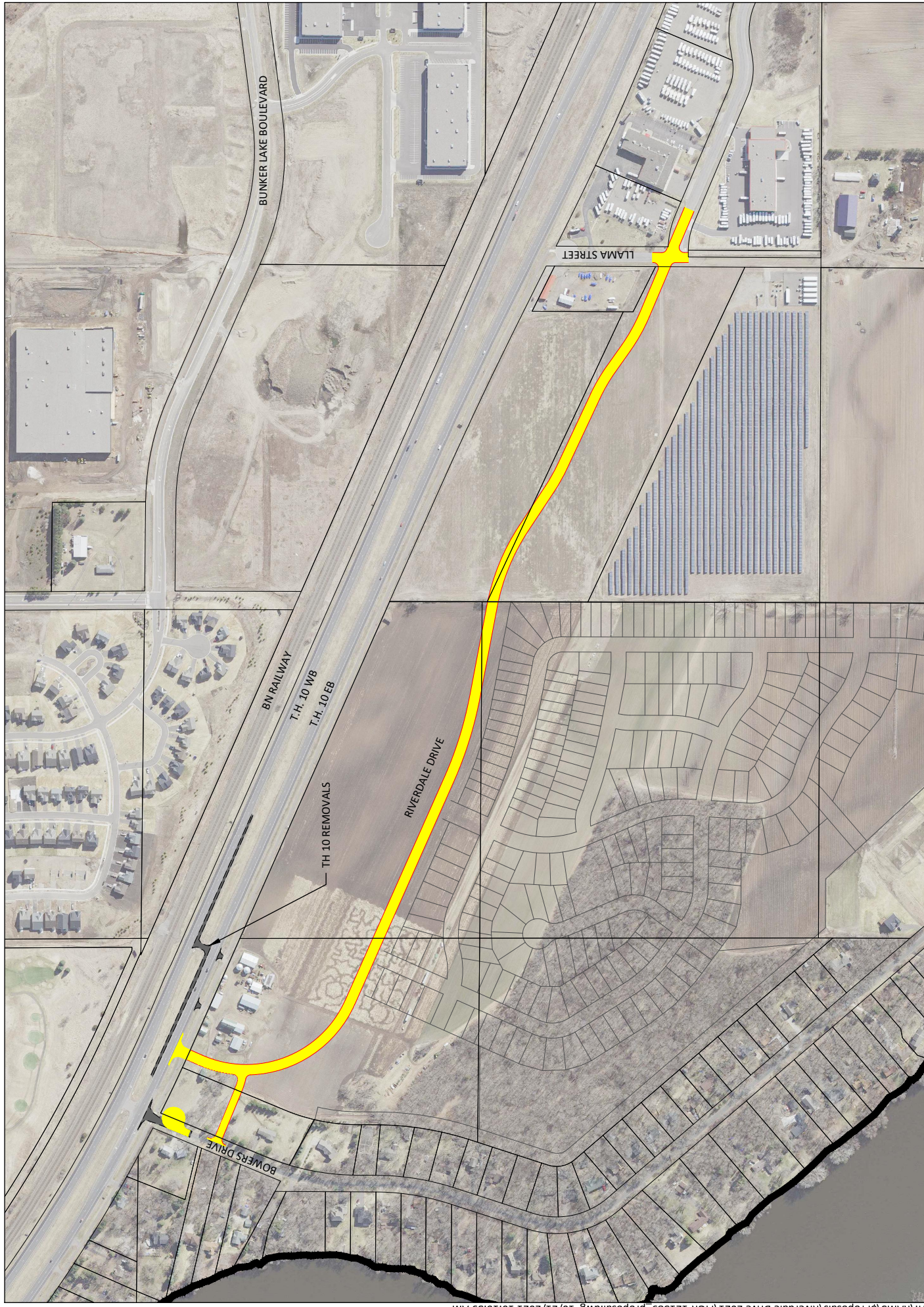
CITY OF RAMSEY

**ROADWAY IMPROVEMENTS**

OCT 2021



**BOLTON & MENK**



## Fee Proposal

CLIENT: City of Ramsey PROJECT: Riverdale Drive Roadway Improvements	<b>BOLTON &amp; MENK, INC.</b>						
WORK TASK DESCRIPTION	Project Manager	Senior Designer	Designer	Surveyor	Clerical	Total Hours	Cost

### Final Design and Bidding

1.0 Local Partnership Program Related Submittals	8	40	16	0	4	68	\$9,832
3.0 Preliminary Design	8	8	24	0	2	42	\$6,068
4.0 Roadway Base Plan Set	4	50	64	0	8	126	\$17,198
7.0 TH 10 Related	24	16	40	44	4	128	\$19,680
8.0 Tables, Details, Estimate and Submittal Materials	4	16	80	0	4	104	\$14,020
9.0 Specifications and MnDOT Special Provisions	2	24	0	0	6	32	\$4,410
10.0 Reviews and Approvals	2	16	40	0	2	60	\$8,170
11.0 Permitting	2	16	20	0	4	42	\$5,710
13.0 Bidding Services	4	12	8	0	4	28	\$3,936
<b>Subtotal Bolton &amp; Menk</b>	<b>58</b>	<b>198</b>	<b>292</b>	<b>44</b>	<b>38</b>	<b>630</b>	<b>\$89,024</b>

<b>TOTAL for Design through Bidding      \$89,024</b>
---