



July 16, 2025

Bruce Westby
City Engineer/Public Works Director
7550 Sunwood Drive NW
Ramsey, MN 55303

Re: Water Treatment Plant – Request for Engineering Amendment (Alternative approach)

Dear Mr. Westby,

AE2S is currently under contract with the City of Ramsey to provide construction phase engineering services for the City's new 10 MGD Water Treatment Plant (WTP). The original scope of services (including amendment No. 1) provided full-time construction support through Substantial Completion on May 1, 2025, and part-time support through Final Completion on August 1, 2025.

Since the start of construction, AE2S has remained actively engaged by providing on-site representation, submittal and RFI reviews, contractor coordination, QA/QC oversight, bi-weekly progress meetings, and construction documentation review. Our team has diligently managed project demands while maintaining budget—optimizing on-site time and shifting support efforts off-site when feasible.

Following initial permitting delays, the City granted the Contractor an 88-day extension to the construction contract, moving Substantial Completion to July 28, 2025, and Final Completion to October 28, 2025. At that time, AE2S noted the likely need for an amendment to our agreement to accommodate this approved schedule extension, but agreed to postpone that discussion until closer to project completion to better assess the actual level of effort required and the budget that remained at that time. On May 1, 2025 AE2S had an approximate budget remaining of \$116,113.96. In order to continue supporting the project beyond the contractual deadline we have continued to utilize this budget which would have been used to support startup and closeout activities.

AE2S requested that Magney Construction provide a more realistic schedule on March 11, 2025 when AE2S identified that they would likely not meet the revised July 28, 2025 Substantial Completion date. On March 26, 2025, Magney submitted an updated project schedule proposing Substantial Completion on October 15, 2025. In response, AE2S proposed Amendment #3 to extend construction-phase services through the newly proposed Substantial Completion date.

In discussions with the City, an alternate approach was identified—continuing AE2S's services on a time and materials basis. This alternative is described below:

Alternative Approach - Time and Materials Services

As an alternative approach to Amendment #3, the City has expressed interest in continuing AE2S's construction-phase services on a time and materials (T&M) basis through both Substantial and Final Completion. Under this approach, AE2S would continue services under the remaining budget. Once those funds are fully expended, AE2S would transition to a T&M basis for additional support required through the construction completion, startup, and post construction services. This would allow AE2S to remain

actively engaged as needed, providing inspection, documentation, startup and engineering support through project closeout.

This T&M approach offers the City greater flexibility while maintaining continuity and quality oversight during the critical startup, commissioning, and closeout phases. AE2S would work closely with City staff to plan and prioritize tasks, ensuring clear communication regarding level of effort and budget.

For project closeout activities - including operational support, record drawings, O&M manuals, and final documentation - AE2S would collaborate directly with City staff to confirm specific needs and adjust the level of detail accordingly, with the goal of delivering useful, cost-effective services and documents.

All services provided on a T&M basis would be billed hourly in accordance with our 2025 fee schedule, included as an attachment to this letter.

Once the City determines its preferred approach for Amendment #3, AE2S will prepare a formal amendment to the Owner-Engineer Agreement for execution.

We appreciate the opportunity to continue supporting the City of Ramsey on this important project and remain fully committed to its successful completion. Please don't hesitate to reach out with any questions or to discuss this further.

Submitted in Service,
AE2S

A handwritten signature in blue ink, appearing to read "Aaron Vollmer".

Aaron Vollmer, PE
Project Manager

ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES, LLC

2025 HOURLY FEE AND EXPENSE SCHEDULE

Labor Rates*

Administrative 1	\$70.00	I&C Assistant 1	\$108.00
Administrative 2	\$85.00	I&C Assistant 2	\$134.00
Administrative 3	\$99.00	I&C 1	\$160.00
		I&C 2	\$189.00
Communications Specialist 1	\$113.00	I&C 3	\$213.00
Communications Specialist 2	\$132.00	I&C 4	\$226.00
Communications Specialist 3	\$152.00	I&C 5	\$237.00
Communications Specialist 4	\$183.00		
Communications Specialist 5	\$202.00	IT 1	\$140.00
		IT 2	\$189.00
Construction Services 1	\$135.00	IT 3	\$232.00
Construction Services 2	\$165.00		
Construction Services 3	\$183.00	Land Surveyor Assistant	\$103.00
Construction Services 4	\$203.00	Land Surveyor 1	\$124.00
Construction Services 5	\$224.00	Land Surveyor 2	\$150.00
		Land Surveyor 3	\$169.00
Engineering Assistant 1	\$91.00	Land Surveyor 4	\$186.00
Engineering Assistant 2	\$107.00	Land Surveyor 5	\$205.00
Engineering Assistant 3	\$135.00		
Engineer 1	\$146.00	Operations Specialist 1	\$108.00
Engineer 2	\$175.00	Operations Specialist 2	\$135.00
Engineer 3	\$205.00	Operations Specialist 3	\$167.00
Engineer 4	\$237.00	Operations Specialist 4	\$191.00
Engineer 5	\$254.00	Operations Specialist 5	\$214.00
Engineer 6	\$269.00		
		Project Coordinator 1	\$125.00
Engineering Technician 1	\$90.00	Project Coordinator 2	\$140.00
Engineering Technician 2	\$113.00	Project Coordinator 3	\$156.00
Engineering Technician 3	\$136.00	Project Coordinator 4	\$172.00
Engineering Technician 4	\$152.00	Project Coordinator 5	\$194.00
Engineering Technician 5	\$174.00		
		Project Manager 1	\$221.00
Financial Analyst 1	\$121.00	Project Manager 2	\$242.00
Financial Analyst 2	\$137.00	Project Manager 3	\$259.00
Financial Analyst 3	\$165.00	Project Manager 4	\$274.00
Financial Analyst 4	\$180.00	Project Manager 5	\$293.00
Financial Analyst 5	\$201.00	Project Manager 6	\$307.00
GIS Specialist 1	\$113.00	Sr. Designer 1	\$192.00
GIS Specialist 2	\$137.00	Sr. Designer 2	\$213.00
GIS Specialist 3	\$162.00	Sr. Designer 3	\$229.00
GIS Specialist 4	\$181.00		
GIS Specialist 5	\$202.00	Sr. Financial Analyst 1	\$227.00
		Sr. Financial Analyst 2	\$248.00
		Sr. Financial Analyst 3	\$269.00
		Technical Expert 1	\$348.00
		Technical Expert 2	Negotiable

Reimbursable Expense Rates

Transportation	\$0.75/mile
Survey Vehicle	\$0.95/mile
Laser Printouts/Photocopies	\$0.30/copy
Plotter Printouts	\$1.00/s.f.
UAS - Photo/Video Grade	\$100.00/day
UAS – Survey	\$50.00/hour
Total Station – Robotic	\$35.00/hour
Mapping GPS	\$25.00/hour
Fast Static/RTK GPS	\$50.00/hour
All-Terrain Vehicle/Boat	\$100.00/day
Cellular Modem	\$75.00/month
Web Hosting	\$26.00/month
Legal Services Reimbursement	\$291.00/hour
Outside Services	cost * 1.15
Geotechnical Services	cost * 1.30
Out of Pocket Expenses	cost * 1.15
Rental Car	cost * 1.20
Project Specific Equipment	Negotiable

* Position titles are for labor rate grade purposes only.

These rates are subject to adjustment each year on January 1.