

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 2, 2015
Item No.: 14.c

Department Approval



City Manager Approval



Item Description: Twin Lakes Parkway Phase Three Design Services Contract

1 **BACKGROUND**

2 In 2001, the Roseville City Council approved the Twin Lakes Business Park Alternative Urban
3 Areawide Review (AUAR) and further updated the AUAR in 2007 as required by law. Since
4 that time, the City has allowed the AUAR to expire, but the overall infrastructure plan that was
5 approved in the AUAR has been implemented in phases. As an example, Phase I of the Twin
6 Lakes Parkway project was installed in 2009 with Phase II following in 2010. Additional
7 improvements were made as part of the Walmart development in 2013. To date, the
8 improvements have followed the alignment of the roadway as recommended in the Twin Lakes
9 Business Park AUAR.

10 The City has also invested significant resources into securing right-of-way for the future
11 extension of Twin Lakes Parkway. At this point, with the possible exception of some temporary
12 easements that may be needed for actual construction, the City now controls the right-of-way for
13 the final extension of Twin Lakes Parkway to Fairview Avenue.

14 At this time, there is at least one development being considered along the Twin Lakes Parkway
15 corridor that would utilize a portion of the remaining extension of the major collector roadway to
16 Fairview Avenue. It is very likely that in 2015 more development proposals will be brought
17 forth that will need this roadway connected in order to develop. Given this possibility and in
18 order to be ready to respond to these development needs, staff is recommending that the final
19 plans and specifications for the final phase of Twin Lakes Parkway be authorized and a contract
20 for design services be awarded.

21 Staff has asked SRF Consulting Group to provide a proposal for the design services which would
22 include preparing final plans and specifications as well as providing support and coordination
23 during bidding and contract award. Staff would seek a separate proposal for Construction
24 Administration services once we know when the project was going to bid.

25 SRF Consulting Group is currently under contract to produce a Feasibility Study for this
26 improvement as well as other required improvements within the Twin Lakes Area. They were
27 also awarded a design services contract for the I-35W at Cleveland Avenue Interchange
28 Reconstruction Project after a competitive best value Request for Proposals process.

29 SRF has responded with a proposal of \$117,014 for the design services as requested. Given the
30 estimated project construction cost of \$1.5 million, this fee represents 7.8% of the project
31 construction costs. Staff estimated a design cost of about 10% of the construction amount, which
32 would have yielded a \$150,000 estimated fee, however, given SRF's current work on the
33 feasibility study for this area as well as its current contract on the interchange project, staff feels
34 the City is realizing about \$30,000 in savings by using SRF Consulting Group.

35 This item was brought before the City Council on December 8th, 2014 for approval. After
36 Council discussion and input from residents in the Twin Lakes Area, the Council determined that
37 the 2007 Traffic Study for the Twin Lakes Area (done in conjunction with the AUAR Update at
38 that time) should be updated to ensure that current background traffic and updates in area
39 development were appropriately represented before approving the design contract. The study was
40 expanded to include an analysis of three scenarios:

- 41 1: No expansion of Twin Lakes Pkwy and only background traffic growth except for
42 currently approved or proposed development in the Twin Lakes Area
- 43 2: No expansion of Twin Lakes Pkwy and, background traffic growth and full build land
44 use scenario for Twin Lakes Area
- 45 3: Expansion of Twin Lakes Pkwy to Fairview Ave, background traffic growth and full
46 build land use scenario for Twin Lakes Area

47 On February 23, 2015, staff along with SRF Consulting Group and Ramsey County, presented
48 the results of the traffic study. Attachment B shows the estimated Average Daily Traffic (ADT)
49 volumes for year 2030 for each scenario. Based on this traffic report the following observations
50 were made regarding the effects of the Twin Lakes Parkway connection to Fairview Ave:

- 51 • Provides an alternative route choice for the Twin Lakes area. With its extension, trips
52 generated within the Twin Lakes area have more travel choice to access the area.
- 53 • Improves operations along the County Road C and County Road D corridors. Vehicles
54 currently traveling along County Road C and/or County Road D have an alternative
55 choice depending on their origin/destination.
 - 56 ○ County Road C/Fairview Avenue intersection:
 - 57 ■ Under Scenario 2 this intersection is expected to operate at an
58 unacceptable LOS E. Due to right-of-way constraints at the intersection,
59 geometric improvements, such as installation of additional turn lanes, are
60 likely not feasible.
 - 61 ■ Under Scenario 3 (Twin Lakes Parkway extension) this intersection is
62 expected to operate at an acceptable LOS D.
 - 63 ○ In case of an incident or poor weather conditions, when the regional system is
64 congested, Twin Lakes Parkway could serve as an alternative route, providing
65 relief to County Road C and County Road D.
- 66 • Direct access for developments along Twin Lakes Parkway reduces unnecessary
67 circulation and improves travel time in the study area.
- 68 • The regional travel demand model suggests that few regional trips are expected to use
69 Twin Lakes Parkway. The majority of trips have an origin/destination near the study area.
 - 70 ○ Due to future regional improvements to the surrounding transportation system,
71 such as the managed lane along I-35W, more vehicles are expected to stay on the
72 regional system rather than use Twin Lakes Parkway as previously expected.

73 There continues to be concern from residents over the connection of Twin Lakes Parkway to
74 Fairview and the impact that it will have on the local neighborhood and traffic volumes
75 particularly on Fairview. Staff feels that the updated traffic study has addressed many of these
76 concerns and shows benefit to the local and regional transportation system as development and
77 redevelopment in the area continues.

78 Staff has confirmed with SRF Consulting Group that the proposal presented in December is still
79 valid and they will honor the cost proposal, at \$117,014.00, for the services identified in the
80 proposal.

81 As a final note, beyond this approval for the design services contract, the following additional
82 City Council action will be required for the actual construction of the final phase of Twin Lakes
83 Parkway, some of these items may be combined into one action item:

- 84 • Approval of funding for the construction of Twin Lakes Parkway
- 85 • Approval of plans and specifications
- 86 • Authorization for advertisement of bids
- 87 • Awarding contract to responsible bidder

88 **POLICY OBJECTIVE**

89 The Twin Lakes project has long been identified as a priority for the City. This project would
90 complete the extension of Twin Lakes Parkway and is consistent with the original Master Plan
91 for the Twin Lakes area, the Twin Lakes Business Park AUAR as originally adopted in 2001 and
92 the City's Comprehensive Plan.

93 **FINANCIAL IMPACTS**

94 Staff recommends using funds from the existing TIF funds in the Twin Lakes area to fund this
95 design services contract. Funding for the actual construction of the roadway will require further
96 discussion at the Council level on whether to use special assessments, either on a benefiting area
97 in the Twin Lakes area or only assessing fronting properties, use additional TIF funds if the TIF
98 account balances are sufficient, or use general fund dollars or a mixture of the above. This
99 discussion will need to occur before authorizing this project to be advertised for bid.

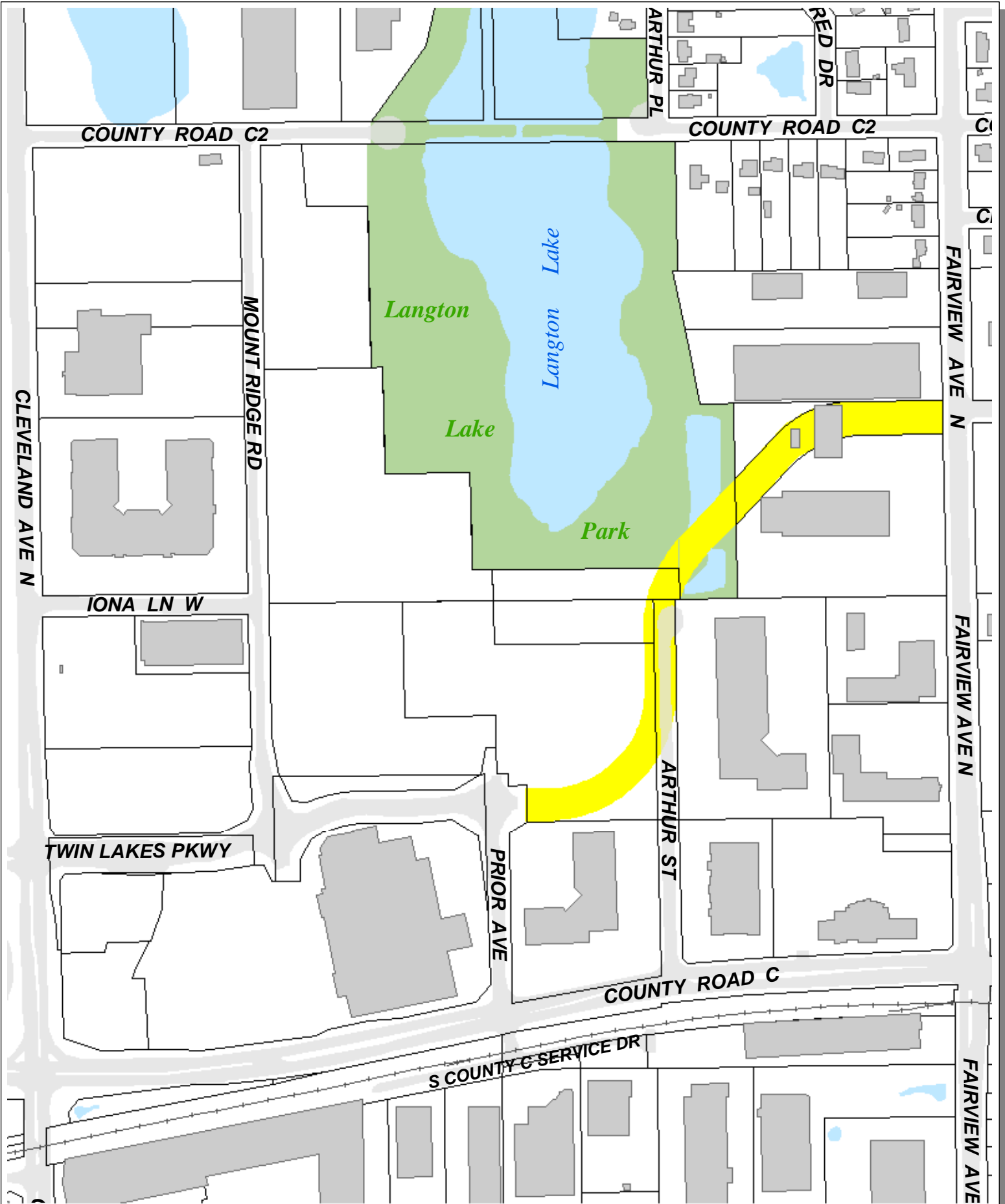
100 **STAFF RECOMMENDATION**

101 Staff recommends the Council award a design services contract with SRF Consulting Group for
102 the design of Twin Lakes Parkway Phase III in the amount of \$117,014.

103 **REQUESTED COUNCIL ACTION**

104 Award a design services contract with SRF Consulting Group for the design of Twin Lakes
105 Parkway Phase III in the amount of \$117,014.

Prepared by: Marc Culver, City Engineer
Attachments: A: Figure
 B: Year 2030 Estimated Daily Traffic Volumes
 C: Design Services Proposal



Twin Lakes Phase 3 Extension



Prepared by:
Engineering Department
December 02, 2014

Data Source and Credits:
* Roseville County GIS Base Map (12/14)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department
2880 Civic Center Drive, Roseville, MN

 Twin Lakes Parkway Extension

 Parcels

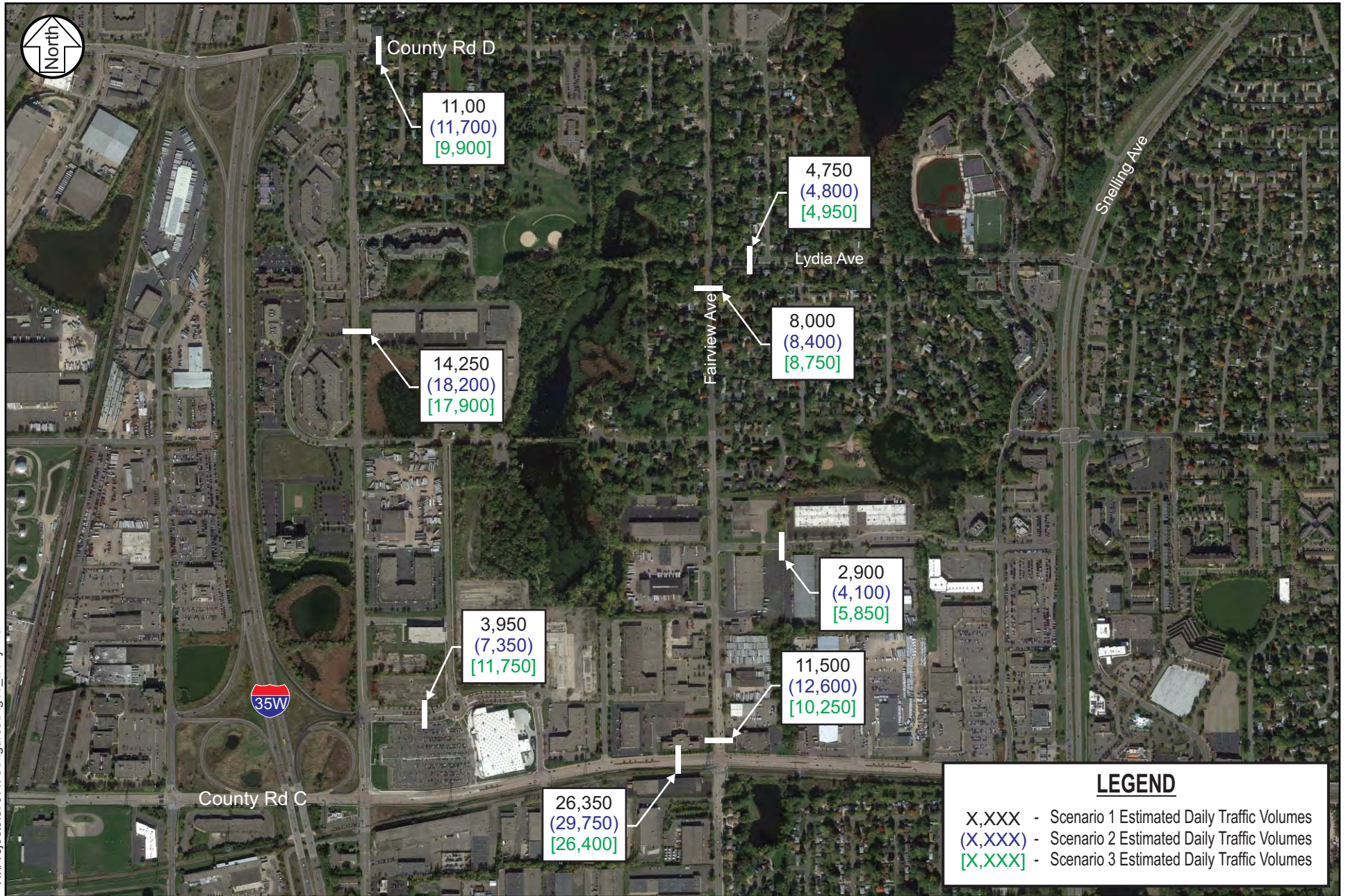
 Buildings

DISCLAIMER:

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various City, County, State and Federal offices and other sources regarding the area shown, and is provided for informational purposes only. The City does not warrant that the geographic information shown on this map is accurate, complete or up-to-date, and the City does not represent that the GIS Data can be used for navigation, banking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If error or discrepancies are found please contact 651.770.7075. The geographic information is provided pursuant to Minnesota Statutes §463.03, Subd. 21 (2000), and the user hereby acknowledges that the City shall be liable for any damages and injuries to persons or property, and agrees to defend, indemnify and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of this product.

0 50 100 150 200 Feet

mapdoc: TwinLakesPhase3Eextension.mxd
map: TwinLakesPhase3Eextension.pdf





February 25, 2015

Mr. Marc Culver, PE
Assistant Public Works Director/City Engineer
CITY OF ROSEVILLE
2660 Civic Center Drive
PO Box 510
Roseville, MN 55113-1899

SUBJECT: PROPOSAL FOR PROFESSIONAL SERVICES FOR THE EXTENSION OF
TWIN LAKES PARKWAY
ROSEVILLE, MINNESOTA

Dear Mr. Culver:

SRF Consulting Group is pleased to submit this proposal to the City of Roseville to provide professional engineering services to provide design services for the completion of Twin Lakes Parkway from Prior Avenue to Fairview Avenue.

The City is seeking design services to prepare the final plans, specifications and cost estimates for the project. The project limits end at the connection to Fairview Avenue and does not include the east leg of the intersection nor any work on Fairview Avenue including turn lanes. The City has a development proposal under consideration for the southwest quadrant of Fairview and Twin Lakes; therefore, the City likely desires to construct the project in 2015, however, the project may be constructed in 2016 depending on the timing of the development project.

SCOPE OF SERVICES

We propose to carry out the work as described in the attached Scope of Services. Our scope consists of taking the project up through the bid letting and contract award process. We understand that this project does not include any federal funding and that the project will be funded by a combination of special assessments, TIF proceeds (general fund) or Municipal State Aid funds. David Hutton, PE, will serve as our Project Manager, and he will be supported by Steve Miller, as the lead Project Design Engineer.

In addition to the City of Roseville, we will provide project coordination with Ramsey County, MnDOT State Aid, Rice Creek Watershed Management Commission (RCWD), Minnesota Pollution Control Agency (MPCA), Minnesota Department of Health (MDH), local businesses and property owners, and private utility companies to ensure that this project is completed on time and within budget.

www.srfconsulting.com

One Carlson Parkway North, Suite 150 | Minneapolis, MN 55447-4443 | 763.475.0010 Fax: 763.475.2429

An Equal Opportunity Employer

ASSUMPTIONS

- All right of way and easements (both permanent and temporary construction) have been obtained by the City already and will be provided to the City as part of the development project.
- Since the full intersection at Fairview will not be constructed with this project, SRF will design the signal poles for the ultimate location, therefore they will not need to be moved and the heads will simply be located where the current traveled lanes are today. Conduits and appurtenances will be designed and installed for a future interconnect system to the existing signal on CR C and Fairview Avenue.
- A Signal Justification Report (SJR) will be developed, as opposed to an ICE report.
- Sanitary sewer and water mains will be designed in accordance with the City's Comprehensive utility plans. Sizes of the mains will be provided to SRF by the City, and no capacity analysis will be needed.
- The stormwater management plan will use the 2008 design as the basis, but SRF will update the design to meet current regulatory standards. Stormwater quality and quantity requirements will need to be addressed to meet the permitting requirements of the RCWD and the NPDES permit. It is our understanding that a parcel to the north of Twin Lakes Parkway, in the vicinity of Arthur Street, may likely be available for the construction of a stormwater management pond.
- Street lighting will be designed to match the styles and levels of lighting on the existing Twin Lakes Parkway, west of Prior Avenue, for both vehicular lighting and pedestrian lighting on the trails.
- The Project Memorandum has already been completed; therefore, no environmental documentation will be done as part of our scope.
- Both a Phase 1 and Phase 2 ESA have been completed already, therefore, these will not be included in our scope. SRF will incorporate the recommendations from these reports for contaminated soil mitigation steps/plan into the project specifications.
- There is an existing wetland delineation report but it has expired. Therefore, our scope includes verifying the wetland delineation of WSB's Wetland #1 and the mapped stormwater pond along with obtaining all regulatory wetland permits. (See the detailed scope of services attached to this proposal for the specific assumptions used in our fee calculation.)
- SRF is already under separate contract to complete a feasibility report for this project as part of a more comprehensive study of this area, which will meet the requirements of Chapter 429, Special Assessments; therefore, no additional feasibility report will be required.
- The City will provide all geotechnical services for the project design.
- City staff will present all project related items to the City Council for approval. SRF will be required to conduct and attend one (1) neighborhood meeting. The meeting will be attended by two staff from SRF.
- This scope is solely for final design services and does not include in-construction services. Our scope will take the project through the bidding and award process.

- Our proposed fee, in the attached scope of services, assumes a project construction cost estimate of approximately \$1.5 million.

SCHEDULE

We will complete this work within a mutually agreed-upon time schedule. It is our understanding that our proposal will be considered at the March 2, 2015 City Council meeting. We are available to start on this project immediately upon receipt of a Notice to Proceed from the City.

BASIS OF PAYMENT/BUDGET

We propose to be reimbursed for our services on an hourly basis for the actual time expended. Other direct project expenses, such as printing, supplies, reproduction, etc., will be billed at cost, and mileage will be billed at the allowable IRS rate for business miles at the time those miles are incurred. Invoices are submitted on a monthly basis for work performed during the previous month. Payment is due within 30 days.

Based on our understanding of the project and our scope of services, we estimate the cost of our services to be \$117,014.00, which includes both time and expenses. Attached is a detailed Task-Hour breakdown of our specific scope and time estimated to complete each task.

CHANGES IN THE SCOPE OF SERVICES

It is understood that if the scope or extent of work changes, our fees will be adjusted accordingly. Before any out-of-scope work is initiated, however, we will submit a budget amendment request for the new work and will not begin work until we receive authorization from you.

STANDARD TERMS AND CONDITIONS

The attached Standard Terms and Conditions (Attachment A), together with this proposal for professional services, constitute the entire agreement between the Client and SRF Consulting Group, Inc. and supersede all prior written or oral understandings. This agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument.

ACCEPTANCE/NOTICE TO PROCEED

A signed copy of this proposal, mailed or emailed to our office, will serve as acceptance of this proposal and our notice to proceed. The email address is dhutton@srfconsulting.com.

We sincerely appreciate your consideration of this proposal and look forward to working with you on this project. Please feel free to contact us if you have any questions or need additional information.

Sincerely,

SRF CONSULTING GROUP, INC.



David E. Hutton, PE (MN WI)
Senior Associate



Michael R. Turner, PE (MN SD TX)
Principal

DEH/MRT/gjd

Attachments: Attachment A: Standard Terms and Conditions
Work Tasks and Person-Hour Estimate

APPROVED:

(signature)

Name _____

Title _____

Date _____

This fee proposal is valid for a period of 90 days. SRF reserves the right to adjust its fee estimate after 90 days from the date of this proposal.

SRF P14851

ATTACHMENT A
STANDARD TERMS AND CONDITIONS

The Standard Terms and Conditions together with the attached Proposal for Professional Services constitute the entire Agreement between the CLIENT and SRF Consulting Group, Inc. ("SRF") and supersede all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

1. STANDARD OF CARE

- a. The standard of care for all professional services performed or furnished by SRF under this Agreement will be the care and skill ordinarily used by members of SRF's profession practicing under similar circumstances at the same time and in the same locality. SRF makes no warranties, expressed or implied, under the Agreement or otherwise, in connection with SRF's service.
- b. The CLIENT shall be responsible for, and SRF may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by CLIENT to SRF pursuant to this Agreement. SRF may use such requirements, reports, data, and information in performing or furnishing services under this Agreement.

2. INDEPENDENT CONTRACTOR

All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the CLIENT and SRF and not for the benefit of any other party. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or SRF. SRF's services under this Agreement are being performed solely for the CLIENT's benefit, and no other entity shall have any claims against SRF because of this Agreement or the performance or nonperformance of services hereunder.

3. PAYMENT TO SRF

Invoices will be prepared in accordance with SRF's standard invoicing practices and will be submitted to the CLIENT by SRF monthly, unless otherwise agreed. Invoices are due and payable within thirty (30) days of receipt. If the CLIENT fails to make any payment due SRF for services and expenses within forty-five (45) days after receipt of SRF's invoice thereafter, the amounts due SRF will be increased at the rate of 1-1/2% per month (or the maximum rate of interest permitted by law, if less). In addition, SRF may, after giving seven days written notice to the CLIENT, suspend services under this Agreement until SRF has been paid in full of amounts due for services, expenses, and other related charges.

4. OPINION OF PROBABLE CONSTRUCTION COST

Any opinions of costs prepared by SRF represent its judgment as a design professional and are furnished for the general guidance of the CLIENT. Since SRF has no control over the cost of labor, materials, market condition, or competitive bidding, SRF does not guarantee the accuracy of such cost opinions as compared to contractor or supplier bids or actual cost to the CLIENT.

5. INSURANCE

SRF will maintain insurance coverage for Workers' Compensation, General Liability, Automobile Liability and Professional Liability and will provide certificates of insurance to the CLIENT upon request.

6. INDEMNIFICATION AND ALLOCATION OF RISK

- a. To the fullest extent permitted by law, SRF agrees to indemnify and hold harmless the CLIENT, their officers, directors and employees against all damages, liabilities or costs (including reasonable attorneys' fees and defense costs) to the extent caused by SRF's negligent acts under this Agreement and that of its subconsultants or anyone for whom SRF is legally liable.
- b. To the fullest extent permitted by law, the CLIENT agrees to indemnify and hold harmless SRF, their officers, directors and employees against all damages, liabilities or costs to the extent caused by the CLIENT's negligent acts under this Agreement and anyone for whom the CLIENT is legally liable.

7. TERMINATION OF AGREEMENT

Either party may at any time, upon seven days prior written notice to the other party, terminate this Agreement. Upon such termination, the CLIENT shall pay to SRF all amounts owing to SRF under this Agreement, for all work performed up to the effective date of termination.

8. OWNERSHIP AND REUSE OF DOCUMENTS

All documents prepared or furnished by SRF pursuant to this Agreement are instruments of service, and SRF shall retain an ownership and property interest therein. Reuse of any such documents by the CLIENT shall be at CLIENT's sole risk; and the CLIENT agrees to indemnify, and hold SRF harmless from all claims, damages, and expenses including attorney's fees arising out of such reuse of documents by the CLIENT or by others acting through the CLIENT.

9. USE OF ELECTRONIC MEDIA

- a. Copies of Documents that may be relied upon by the CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by SRF. Files in electronic media format of text, data, graphics, or of other types that are furnished by SRF to the CLIENT are only for convenience of the CLIENT. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk.
- b. When transferring documents in electronic media format, SRF makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by SRF at the beginning of this Assignment.
- c. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.
- d. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of this data's creator, the party receiving electronic files agrees that it will perform acceptance tests or procedures within sixty (60) days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the sixty (60) day acceptance period will be corrected by the party delivering the electronic files. SRF shall not be responsible to maintain documents stored in electronic media format after acceptance by the CLIENT.

10. FORCE MAJEURE

SRF shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this Agreement resulting from any cause beyond SRF's reasonable control.

11. ASSIGNMENT

Neither party shall assign its rights, interests or obligations under this Agreement without the express written consent of the other party.

12. BINDING EFFECT

This Agreement shall bind, and the benefits thereof shall inure to the respective parties hereto, their legal representatives, executors, administrators, successors, and assigns.

13. SEVERABILITY AND WAIVER OF PROVISIONS

Any provisions or part of the Agreement held to be void or unenforceable under any laws or regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the CLIENT and SRF, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

14. SURVIVAL

All provisions of this Agreement regarding Ownership of Documents and Reuse of Documents, Electronic Media provisions, Indemnification and Allocation of Risk, and Dispute Resolution shall remain in effect.

15. DISPUTE RESOLUTION

If negotiation in good faith fails to resolve a dispute within the thirty (30) days of notice of the dispute, or time period specified by applicable law, then the parties agree that each dispute, claim or controversy arising from or related to this Agreement or the relationships which result from this Agreement shall be subject to mediation as a condition precedent to initiating legal or equitable actions by either party. Unless the parties agree otherwise, the mediation shall be in accordance with the Commercial Mediation Procedures of the American Arbitration Association then currently in effect. A request for mediation shall be filed in writing with the American Arbitration Association and the other party. No legal or equitable action may be instituted for a period of ninety (90) days from the filing of the request for mediation unless a longer period of time is provided by agreement of the parties. Cost of mediation shall be shared equally between the parties. Mediation shall be held in a location mutually agreed upon by the parties. The parties shall memorialize any agreement resulting from the mediation in a mediated settlement agreement, which agreement shall be enforceable as a settlement in any court having jurisdiction thereof.

16. CONTROLLING LAW

This Agreement is to be governed by the law of the principal place of business of SRF.

17. SITE SAFETY

SRF shall not at any time supervise, direct, control or have authority over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for safety and security precautions and programs in connection with the work performed by any Contractor for the Project, nor for any failure of any Contractor to comply with laws and regulations applicable to such Contractor's work, since these are solely the Contractor's rights and responsibilities. SRF shall not be responsible for the acts or omissions of any Contractor or Owner, or any of their agents or employees, or of any other persons (except SRF's own employees and consultants), furnishing or performing any work for the Project, except as specifically outlined in SRF's scope of services.

CLIENT: CITY ROSEVILLE

CONSULTANT: SRF CONSULTING GROUP, INC.

P14851

PROJECT: TWIN LAKES PARKWAY PROJECT
PRELIMINARY AND FINAL DESIGN

***** ESTIMATED PERSON-HOURS *****

TASK NO.	WORK TASK DESCRIPTION	PRINCIPAL	SR. ASSOC	SR. PROF.	PROF.	TECHNICAL	CLERICAL	TOTALS	ESTIMATED FEE
1.0	PROJECT MANAGEMENT								
1.1	Provide general administration of the project including invoices, cost and schedule updates, billing preparation, other non technical work, communication with the necessary project personnel and all other work to ensure all the project tasks are completed on time, within budget and in accordance with applicable laws, rules and regulations.	5	0	0	0	0	0	5	
1.2	Provide general coordination of the project including scheduling project team meetings, agency coordination meetings (State Aid), utility company coordination meetings and other meetings as needed.	0	10	0	0	0	0	10	
1.3	Provide ongoing Quality Assurance and Quality Control (QA/QC) throughout the project duration. Includes an independent review of all submittals.	0	5	0	0	0	0	5	
	SUBTOTAL - TASK 1	5	15	0	0	0	0	20	\$2,945
2.0	PROJECT MEETINGS AND PUBLIC INVOLVEMENT								
2.1	Arrange and conduct project coordination meetings to discuss issues related to design decisions, permitting, schedule, plan review timelines and final plan approval. This task includes preparation and distribution of meeting minutes within one week of the actual meeting. Assumes 1 meeting and 2 staff	0	10	0	0	0	0	10	
2.2	Identify, arrange for and conduct coordination meetings with affected utility companies at the 50% and 95% plan complete milestone to incorporate identified utility displacement into the plans. This task includes preparation of materials and preparation and distribution of meeting minutes within one week of the actual meeting date. Assume 2 meetings and 2 staff	0	16	0	0	0	0	16	
2.3	Provide support services to the City for, and attend, 1 neighborhood meeting.	0	8	0	0	1	0	9	
	SUBTOTAL - TASK 2	0	34	0	0	1	0	35	\$4,700
3.0	TOPOGRAPHICAL SURVEY AND STRUCTURE INVENTORY								
3.1	Topographical survey including preliminary survey, structure inventory, measurements, and other field observations necessary to complete the design plans and specifications. Depths of all structures, including top nuts of valves, shall be obtained to evaluate potential conflicts. Includes time for control setting and processing of survey data into design files.	0	4	0	0	40	0	44	
	SUBTOTAL - TASK 3	0	4	0	0	40	0	44	\$3,980

***** ESTIMATED PERSON-HOURS *****

TASK NO.	WORK TASK DESCRIPTION	PRINCIPAL	SR. ASSOC	SR. PROF.	PROF.	TECHNICAL	CLERICAL	TOTALS	ESTIMATED FEE
4.0	IDENTIFY AND PREPARE PERMIT APPLICATIONS								
4.1	Coordinate with permitting agencies to acquire approval of all permit applications. This task includes preparation of materials/drawings pertinent to the project to satisfy the requirements of the permitting agencies. Coordination meetings with pertinent agencies are included elsewhere, but it is assumed that attendance at the RCWD Board meeting is not required.	0	0	0	10	0	0	10	
	Agencies requiring a permit for this project are anticipated to be:								
	- Rice Creek Watershed	0	4	0	20	3	1	28	
	- NPDES Phase II (MPCA)			2					
	- SWPPP			2		2			
	- Mn Department of Health			2					
	- MPCA - Sanitary Sewer			2					
	- Wetlands are covered in a separate task below.								
	SUBTOTAL - TASK 4	0	4	8	30	5	1	38	\$4,486

5.0 COST ESTIMATES

Final engineering construction cost estimates, based on project design quantities and typical unit prices will be provided at the 50%, 95%, and 100% plan

5.1 Prepare cost estimates to accompany the 50%, 95%, and 100% plan submittal.

SUBTOTAL - TASK 5

6.0 UTILITY IDENTIFICATION AND RELOCATION

Utility information and mapping will correspond to Utility Quality Level C as defined in CI/ASCE 38-02 "Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data"

6.1 Coordinate with Gopher State One Call to locate all utilities in the project area.

6.2 Prepare final utility plans and tabulations showing identified in-place public and private utilities located within the proposed construction limits. The final utility plans and tabulations shall include the following:

- List of Utility owners within the project
- Plan view of identified in-place utilities showing location, size, and type of facility.
- Distinction between overhead and buried utility lines.
- Tabulation of identified in-place utilities showing the location (indicated by station and offset from the roadway alignment used in the final construction plan), the utility facility owner, and the size and type of facility in the project area. Indicate the effect in the tabulation for each utility identified (leave as is, adjust, relocate, or remove).
- Utility locations and existing and proposed right-of-way lines on the cross section sheets.

PROJECT: TWIN LAKES PARKWAY PROJECT
PRELIMINARY AND FINAL DESIGN

TASK NO.	WORK TASK DESCRIPTION	***** ESTIMATED PERSON-HOURS *****						ESTIMATED FEE	
		PRINCIPAL	SR. ASSOC	SR. PROF.	PROF.	TECHNICAL	CLERICAL		TOTALS
6.3	Submit a Utility Verification and Information Letter to each identified utility owner, no later than 90 days prior to the submission of final plans for approval. Included will be title sheet, construction plan sheets, profiles, construction staging, utility tabulations, in-place utility plan sheets and cross sections.	0	0	0	4	0	0	4	
6.4	The final locations of all private utilities will be determined by the utility owners and such information shall be furnished to the Consultant who shall show new locations in the final construction plans provided the information is furnished prior to substantial completion of the plans.	0	0	0	2	0	0	2	
6.5	Review proposed utility relocations for constructability and conflict with other utilities.	0	0	0	0	0	0	0	
SUBTOTAL - TASK 6		0	0	0	22	0	0	22	\$1,892
7.0	DRAFT PLAN PREPARATION								
7.1	50% Plans Incorporate the design elements into a draft plan set for City review. Perform preliminary drainage investigation and recommend appropriate BMP's. Plan set to include: - Title sheet and general layout - Statement of Estimated Quantities - Typical sections - Horizontal and vertical alignments and geometrics - Utility plan and tabulations - Cross sections (with in-place right of way shown) - Construction limits (shown on both the in-place topography and construction plans) - Removal plans - Utility relocation plans - Preliminary Drainage investigation; determination of BMP's such as Grit Chambers and Rain Gardens	0	10	40	50	40	0	140	
7.2	95% Plans Incorporate City review comments and input and subsequent design work of the 50% plans into the 95% construction plans. The plans will include all elements of the 50% plans plus further developed items. 95% plans to include all the plan sheets of the plan set. See 100% plan task for a list of the plan sheets to be included.	0	10	20	40	40	0	110	
SUBTOTAL - TASK 7		0	20	60	90	80	0	250	\$24,940
8.0	TRAFFIC SIGNAL & INTERCONNECT DESIGN								
8.1	Signal Justification Report (SJR) - Fairview Ave at Twin Lakes Pkwy - Assumes a SJR (not an ICE) will be prepared for the Fairview Ave/Twin Lakes Pkwy intersection, consistent with current MnDOT State Aid requirements.	1	4	0	16	4	1	26	

PROJECT: TWIN LAKES PARKWAY PROJECT
PRELIMINARY AND FINAL DESIGN

EXHIBIT A

***** ESTIMATED PERSON-HOURS *****

TASK NO. WORK TASK DESCRIPTION PRINCIPAL SR. ASSOC SR. PROF. PROF. TECHNICAL CLERICAL TOTALS ESTIMATED FEE

- AM and PM Peak turning movement forecast data and existing approach volume data will be available from previous traffic study work in the project area and will not need to be developed or collected specifically for the creation of the SJR.
- Assumes one round of review comments by agencies.
- Assumes SRF Basic QMP processes and documentation will be required.
- Prepare draft SJR, submit for agency review, address review comments, submit for signatures

8.2 Permanent Traffic Signal Design, PS&E - Fairview Ave at Twin Lakes Pkwy 2 18 0 30 86 2 138

- Assumes one permanent signal will be designed at the intersection of Fairview Ave at Twin Lakes Pkwy. Assumes Accessible Pedestrian Systems (APS) will be included in the design of the permanent signals.
- Deliverables include permanent signal plans with details, Division SS special provisions and engineer's estimate, to be incorporated into overall project construction documents submittals and final package.
- Mast arm signal poles shall be placed during design to accommodate the proposed ultimate intersection so they will not need to be moved in the future.
- Assumes SRF Basic QMP processes and documentation will be required.
- Assumes no temporary signal system will be required at the intersection to facilitate staging and construction of the project.
- Includes design of conduits and handholes or vaults for future interconnect along Fairview Ave between Twin Lakes Pkwy and County Road C within the project limits. Will not include fiber schematics or the inclusion of interconnect wire or fiber.
- Does not include time for services during bidding or construction.

SUBTOTAL - TASK 8

3 22 0 46 90 3 164 \$17,546

9.0 LIGHTING

- Assumptions - Project tasks include:
- SRF to provide lighting design based on existing sidewalk/trail lighting leading into the project
- Lighting from roundabout leading into the project will be fed from system at existing roundabout.
- Intersection lighting design to be incorporated into the signals at Fairview. This will also serve as feedpoint for lighting in this half of the project.
- Provide telecom empty conduit
- City will provide as-builts of existing street lighting
- No site visit required specific to lighting
- Utilize SRF basic QMP methods
- Utilize 60%, 95% and final plan set methods

9.1 Meet with City staff to understand telecom conduit and any sidewalk/trail issues. 0 0 1 0 0 0 0 1

9.2 Provide lighting 60% design for Twin Lakes Parkway between Prior Ave and Fairview Ave. 0 0 4 0 0 4 12 20

- project management
- gather as-built and utility information

PROJECT: TWIN LAKES PARKWAY PROJECT
PRELIMINARY AND FINAL DESIGN

TASK NO. WORK TASK DESCRIPTION ESTIMATED PERSON-HOURS ***** ESTIMATED FEE

TASK NO.	WORK TASK DESCRIPTION	PRINCIPAL	SR_ASSOC	SR_PROF.	PROF.	TECHNICAL	CLERICAL	TOTALS	ESTIMATED FEE
9.3	- create 60% plan drawings outlining proposed light unit locations, feedpoint locations and basic wire routing Provide lighting 95% design for Twin Lakes Parkway between Prior Ave and Fairview Ave. Provide preliminary plans, specifications and engineers estimate. - project management - respond to comments on 60% drawings - create 95% drawings including cover sheet tab/legend (1), site plan sheets (2), installation detail sheets (2), wiring detail sheet (1) and as-built detail FYI sheets (2) - develop quantities and estimate - develop specifications	0	3	0	4	4	0	11	
9.4	Provide street lighting final design for Twin Lakes Parkway between Prior Ave and Fairview Ave. Finalize plans, specifications and engineers estimate. - project management - respond to comments on 95% drawings - final PS&E documents	0	2	0	4	4	0	10	

SUBTOTAL - TASK 9 0 10 0 8 12 12 42 \$4,030

10.0 WATER RESOURCES DESIGN

Assumptions:

- Storm sewer/stormwater pond layout from 2008 provides the basis for the design
- Stormwater BMP design will need to be updated to provide for current Rice Creek Watershed District standards if it can fit within the available right-of-way
- Modeling required for the BMP will be performed using HydroCAD
- Storm sewer design shall meet the City's Minimum Engineering Standards for Stormwater Conveyance and State Aid guidelines/standards where more restrictive.

10.1	Collect and review all available data for the corridor, including the RCWD rules, available soils data, contaminated soils information, drainage area information for the surrounding land uses that may impact the design, and any other pertinent data	0	2	0	8	0	0	10	
10.2	Identify potential BMP strategies for the project that meets the RCWD regulations within the right-of-way provided for the project. This will likely include some type of filtration/ponding area (rather than infiltration) given the potential for contaminated soils.	0	4	0	12	1	0	17	
10.3	Meet with RCWD and City staff to review BMP strategies and discuss alternatives to meeting the rules (assumes 1 meeting)	0	3	0	4	0	0	7	
10.4	Prepare draft storm sewer and BMP plans that meet current State Aid standards.	1	4	7	38	28	0	78	

PROJECT: TWIN LAKES PARKWAY PROJECT
PRELIMINARY AND FINAL DESIGN

***** ESTIMATED PERSON-HOURS *****

TASK NO.	WORK TASK DESCRIPTION	PRINCIPAL	SR_ASSOC	SR_PROF.	PROF.	TECHNICAL	CLERICAL	TOTALS	ESTIMATED FEE
10.5	Prepare final plans, including storm sewer plans and profiles, BMP grading plans, and erosion control plans incorporating comments on the draft plans.	0	5	7	22	20	0	54	
10.6	Prepare H&H models of existing and proposed conditions to confirm BMP and outlet structure design. Assumes HydroCAD models will be prepared.	0	1	3	6	0	0	10	
10.7	Prepare water resource specifications as required.	0	2	0	8	0	1	11	
10.8	Prepare quantities and cost estimates for the water resource items at the 3 scheduled turn-ins.	0	1	0	8	0	0	9	
10.9	Prepare a drainage area layout map, spread calculations, and storm sewer sizing design documentation package for submittal to State Aid Office.	0	1	3	8	2	1	15	
10.10	Perform QC on the final products	1	4	0	0	0	0	5	
	SUBTOTAL - TASK 10	2	27	20	114	51	2	216	\$21,439

11.0 FINAL CONSTRUCTION PLANS

11.1	Prepare a complete set of detailed final construction plans for the utilities, grading, surfacing, and drainage facilities. The final horizontal and vertical alignments will be compatible with the approved geometric layout and previous plan submittals and revisions.	0	10	30	10	40	0	90	
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Includes special provisions for listed tasks and assistance to City during bidding. Assumes City will prepare and submit the full project manual for bidding and conduct bidding administration.

Form, sequence and content of plans will comply with all applicable State Aid Rules and conventions. A signature block will be included on all sheets except standard

TITLE SHEET: Contains the location map, signature block, sheet index, project data, station equations, and station-reference point comparisons.

GENERAL LAYOUT: Layout of the project area showing the plan sheet layout and sheet numbers for reference.

STATEMENT OF ESTIMATED QUANTITIES: Contains Mn/DOT's standard pay item number, item description and quantity of all materials. Quantity totals will be sub-

QUANTITY TABULATIONS: A summary of the earthwork volumes by station. Detailed tabulations of each item contained on the estimated quantities sheet.

QUANTITY DOCUMENTATION: Two independent quantity calculations or one set checked by a registered engineer will be prepared for each item. The computations

SOILS/CONSTRUCTION NOTES, STANDARD PLATES AND INDEX OF TABULATIONS: Soils and construction notes covering special requirements and critical

TYPICAL SECTIONS: Sections will be shown for existing roadways and all roadways to be constructed under this contract. Surface type, base materials and subgrade

STANDARD PLANS AND STANDARD DETAIL SHEETS: Standard plans as appropriate to eliminate or supplement construction details in the plan. Assumes Mn/DOT

EXISTING TOPOGRAPHY, UTILITY AND REMOVAL PLANS AND TABULATIONS: 1" = 100' scale plans showing all known in-place topographic features and private

TASK NO.	WORK TASK DESCRIPTION	***** ESTIMATED PERSON-HOURS *****						ESTIMATED FEE	
		PRINCIPAL	SR. ASSOC	SR. PROF.	PROF.	TECHNICAL	CLERICAL		TOTALS
11.4	Upon approval of the final plan, submit one draft set of signed original 100% complete plans on 11" x 17" bond paper, with the cover sheet on vellum or mylar. Also submit one complete set of draft final special provisions and final cost estimate, final drainage area map and hydraulics report, and advertisement for bid.	0	0	4	0	0	2	6	
SUBTOTAL - TASK 11		0	0	48	10	42	34	126	\$13,294

12.0 WETLAND DELINEATION and PERMITTING

Assumptions:

- Assumes City of Roseville will secure all property access permission prior to fieldwork.
 - Assumes delineation of two (2) wetlands along the proposed segment of Twin Lakes Parkway from Prior Avenue North to Fairview Avenue North.
 - Assumes wetland delineation will be limited to 150' on each side of the proposed Twin Lakes Parkway.
 - Assumes one site visit to complete wetland delineations.
 - Assumes delineations will be completed and submitted for approval during the 2015 growing season as defined by the U.S. Army Corps of Engineers (USACE) wetland delineation manual.
 - City of Roseville will provide review and approval of the draft and final wetland delineation report prior to submittal to the Technical Evaluation Panel (TEP).
 - Assumes SRF will distribute the delineation report to the Wetland Conservation Act (WCA) Local Government Unit (LGU) and USACE for official noticing.
 - Assumes one (1) MnDNR Public Waters within the project limits - requires MnDNR Public Waters Work Permit.
 - Assumes un-avoidable wetland impacts associated with the project are not eligible for the Board of Water and Soil Resources Safety Credits and will be mitigated through the purchase of wetland credits. Actual purchase of the wetland credits will be the responsibility of the City of Roseville.
 - Preparation of a Wetland Mitigation Plan has not been included as any necessary mitigation could occur through wetland banking credits.
 - Assumes City of Roseville will sign the wetland delineation and permit applications, and pay any associated fees.
 - Assumes one revision to the WCA/USACE joint permit application in response to agency comments (if necessary).
 - Assumes Section 404 permit from the USACE will be a General Permit (GP) requiring 3-4 months to acquire after submittal.
- Client Deliverables:
- Review & comments on the draft wetland delineation report.
 - Provide approval of wetland delineation report prior to submittal to the TEP.
 - Signatures on the wetland delineation and WCA/USACE Joint permit application.
- SRF Deliverables:
- Draft wetland delineation report for review.
 - WCA/USACE wetland boundary and type application.
 - Five (5) hardcopies of the final wetland delineation report.

PROJECT: TWIN LAKES PARKWAY PROJECT
PRELIMINARY AND FINAL DESIGN

***** ESTIMATED PERSON-HOURS *****

TASK NO. WORK TASK DESCRIPTION PRINCIPAL SR. ASSOC SR. PROF. PROF. TECHNICAL CLERICAL TOTALS ESTIMATED FEE

- Electronic PDF copy of the final wetland delineation report.
- Wetland boundary file in CAD or GIS format.
- Completed WCA/USACE joint permit application for submittal.

12.1 Wetland Type Identification and Delineation (Field Work) 0 0 0 10 0 0 0 10

- Delineate wetlands within 100 feet of centerline of proposed Twin Lakes Parkway, in accordance with the U.S. Army Corps of Engineers 1987 Delineation Manual; appropriate Supplement, regulatory guidance, and Wetland Conservation Act Standards (WCA).
- A minimum of one sampling transect per delineated wetland providing at least one wetland plot and one upland plot. Data collected to include vegetation, soils, and hydrologic indicators.
- A minimum of one photo will be taken at each sampling transect to include in the wetland delineation report.
- Record the locations of each wetland boundary flag and sampling pit flag with a sub-foot accurate Trimble GeoXH GPS.
- Upload and post-process GPS data. Convert and export shapefiles to CAD as necessary.

12.2 Complete Wetland Delineation Report 0 0 0 24 0 0 0 24

- Complete a wetland delineation report per U.S. Army Corps of Engineers and WCA standards. Delineation report to include the following sections:
 - Cover/Title Page
 - Background/Introduction
 - Methods of Determination
 - Wetland Results/Findings
 - Conclusions/Recommendations
 - Additional Information (References Cited)
 - Wetland Determination Data Forms
 - Maps Depicting Surveyed Wetland Boundaries
 - Photographs from each sampling transect.
 - Historical wetland review.
- Prepare draft wetland delineation report for the City's review.
- Revise wetland delineation report as per City's comments.

12.3 Complete historical wetland review of delineated wetlands to determine if they are out side of the scope of WCA/USACE Jurisdiction. Assumes non-jurisdictional wetlands will not have to be mitigated for. 0 0 0 8 0 0 0 8

12.4 Complete WCA/USACE wetland delineation submittal application. 0 0 0 2 0 0 0 2

12.5 Attendance of up to one (1) Technical Evaluation Panel (TEP) meeting. The purpose of the TEP meeting will be to: 0 0 0 8 0 0 0 8

- Attend TEP meeting in support of boundary/type application approval.
- Chart a path forward for permitting
- Determine critical permitting dates
- Meeting minutes from the TEP will be prepared and distributed to the group.

12.6 Complete the WCA / USACE Joint Permit Application. 0 0 0 40 0 0 0 48

PROJECT: TWIN LAKES PARKWAY PROJECT
PRELIMINARY AND FINAL DESIGN

***** ESTIMATED PERSON-HOURS *****

TASK NO.	WORK TASK DESCRIPTION	PRINCIPAL	SR. ASSOC	SR. PROF.	PROF.	TECHNICAL	CLERICAL	TOTALS	ESTIMATED FEE
12.7	- Prepare discussion of sequencing, i.e. avoidance and minimization measures. Identify potential opportunities for mitigation. Preparation of a Wetland Mitigation Plan has not been included as any necessary mitigation could occur through private wetland banking credits. - Supplemental to the wetland permit application will be plan sheets at an appropriate scale showing delineated wetland boundaries, engineering line work, construction limits, wetland impacts, wetland types, and one cross section at each impacted wetland. Locate suitable private banked mitigation credits for impacts resulting from the road improvement projects. All negotiations and monetary transactions for purchased bank credits will be the responsibility of the County. Potential mitigation concepts will be summarized in the sequencing section of the WCA / USACE Joint permit application.	0	0	4	0	0	0	4	
12.8	In addition to the TEP Pre-permit application meeting, coordinate via informal communications with appropriate resource agencies as necessary throughout the permitting process.	0	0	8	0	0	0	8	
12.9	Complete and submit MnDNR Public Waters Work Permit for impacts to MnDNR Public Water Wetland 49W. - Prepare and submit MnDNR Public Waters Work Permit through the online MnDNR MPARS System. - Permit fees will be direct billed to the City of Roseville.	0	0	24	0	0	0	24	
12.10	Perform internal reviews and checks of deliverables.	0	0	6	0	0	0	6	
SUBTOTAL - TASK 12		0	0	134	0	8	0	142	\$13,610
TOTAL ESTIMATED PERSON-HOURS		10	146	270	400	289	52	1139	
AVERAGE HOURLY BILLING RATES		\$184	\$135	\$95	\$86	\$110	\$56		
ESTIMATED LABOR AND OVERHEAD		\$1,840	\$19,710	\$25,650	\$34,400	\$31,790	\$2,912		\$116,302
ESTIMATED DIRECT NON-SALARY EXPENSES									\$712
TOTAL ESTIMATED FEE									\$117,014

ESTIMATE OF DIRECT NON-SALARY EXPENSES:

MILEAGE:

200 Miles @ \$0.56

\$112

CLIENT: CITY ROSEVILLE

CONSULTANT: SRF CONSULTING GROUP, INC.

P14851

PROJECT: TWIN LAKES PARKWAY PROJECT
PRELIMINARY AND FINAL DESIGN

***** ESTIMATED PERSON-HOURS *****

TASK NO.	WORK TASK DESCRIPTION	PRINCIPAL	SR_ASSOC	SR_PROF	PROF.	TECHNICAL	CLERICAL	TOTALS	ESTIMATED FEE
	REPRODUCTION:								\$500
	COMMUNICATIONS:								\$100
									\$0
									\$0

ESTIMATED DIRECT NON-SALARY EXPENSES

\$712
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