

Roseville Public Works, Environment and Transportation Commission Meeting Agenda

Tuesday, August 23, 2016, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

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- | | | |
|-----------|----|--|
| 6:30 p.m. | 1. | Introductions/Roll Call |
| 6:35 p.m. | 2. | Public Comments |
| 6:40 p.m. | 3. | Approval of July 26, 2016 Meeting Minutes |
| 6:45 p.m. | 4. | Communication Items |
| 7:00 p.m. | 5. | Comprehensive Surface Water Management Plan Update Introduction |
| 7:45 p.m. | 6. | 35W Managed Lane Project Information |
| 8:05 p.m. | 7. | Wheeler Street Traffic Management Program |
| 8:15 p.m. | 7. | Possible Items for Next Meeting – September 27, 2016 |
| 8:30 p.m. | 8. | Adjourn |

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**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: August 23, 2016

Item No: 3

Item Description: Approval of the July 26, 2016 Public Works Commission Minutes

Attached are the minutes from the July 26, 2016 meeting.

Recommended Action:

Motion approving the minutes of July 26, 2016 subject to any necessary corrections or revision.

Move: _____

Second: _____

Ayes: _____

Nays: _____

Roseville Public Works, Environment and Transportation Commission Meeting Minutes

Tuesday, July 26, 2016, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

1 **1. Introduction / Call Roll**

2 Chair Cihacek Lenz called the meeting to order at approximately 6:30 p.m. and at
3 his request, Public Works Director Marc Culver called the roll.

4
5 **Present:** Chair Brian Cihacek; Vice Chair Sarah Brodt Lenz; and Members
6 Joe Wozniak, John Heimerl, Kody Thurnau, Thomas Trainor, and
7 Duane Seigler

8
9 **Staff Present:** Public Works Director Marc Culver; Civil Engineer Luke
10 Sandstrom, and Environmental Engineer Ryan Johnson

11 **2. Public Comments**

12 None.

13
14 **3. Approval of June 28, 2016 Meeting Minutes**

15 *Comments and corrections to draft minutes had been submitted by PWETC*
16 *commissioners prior to tonight's meeting and those revisions incorporated into*
17 *the draft presented in meeting materials.*

18
19 Public Works Director Culver briefly summarized minor corrections received
20 from commissioners to-date that had been incorporated into the draft meeting
21 minutes.

22
23 Member Wozniak moved, Member Thurnau seconded, approval of the June 28,
24 2016 meeting minutes as amended.

25
26 **Ayes: 7**

27 **Nays: 0**

28 **Motion carried.**

29
30 **4. Communication Items**

31 Public Works Director Culver provided additional comments and a brief review
32 and update on projects and maintenance activities listed in the staff report dated
33 July 26, 2016.

Discussion included various sidewalk installations or rationale for not installing certain segments at this time (e.g. Wheaton Woods); and formal and/or typical processes for residents to provide feedback on various city projects before, during and after a project (e.g. Commissioner Trainor with S Owasso Drive project).

Mr. Culver encouraged any resident on any project to provide their feedback on the project; and reviewed the various methods available (phone, email, personal staff contact at City Hall, etc.) at any time to inform future projects.

Specific to the S Owasso project, Mr. Culver noted it had been a challenging year, which was both good and bad, with a very aggressive contractor on that particular project that kept things ahead of schedule, but made it difficult if not impossible to provide proper notification for residents, and staff's normal communication methods. However, Mr. Culver noted lessons had been learned in trying to manage the contractor rand project, and reiterated staff's interest in hearing from residents about the process.

Member Trainor noted the end result was the contractor being way out ahead of the schedule which had been painful for the residents. Member Trainor asked Mr. Culver if there was contractual language the city could use to avoid those types of happenings.

Due to current contractor laws, Mr. Culver responded it was difficult to make a contractor comply unless it was at a financial cost to them, with normal legal channels used to fine a contractor or charge for non-performance unsatisfactory unless additional costs had actually been incurred (e.g. liquidated damages); and the required time and investment for the city to follow-through and ultimate taxpayer cost to do so.

Mr. Culver noted that obviously some contractors were easier to deal with than others. As the city moves more into best value contracting and awarding contracts under that method, which the city had yet to do with its Pavement Management Program (PMP) projects, Mr. Culver advised that a contractor's previous experience on such elements could be used to reduce their score on future projects. Mr. Culver advised this would be accomplished through cities sharing their reviews and scores on contractors and their experiences, with that information used to score contractors accordingly. However, Mr. Culver noted this would require a consistent or standard method for post-project reviews; and there was some momentum in the industry to give cities more control making it in the contractor's best interest to perform above and beyond the norm.

Member Trainor stated he would submit his comments as a resident to Mr. Culver.

5. City Campus Solar

Mr. Culver provided a quick review of the proposed City Campus Solar project, and reintroduced representatives of Sundial Solar to present an updated proposal for solar panel installation on the Public Works Maintenance Facility and City Hall roofs rather than on the Skating Center as originally proposed; and next steps if the project moves forward.

Art Kroll and Paul Christianson, Sundial Representatives

Mr. Kroll reported on engineering and logistical issues that arose at the Skating Center, as well as potential roof upgrades that would be needed on that facility during the solar array life span necessitating removal or relocation of the system for a time.

Therefore, Mr. Kroll advised that the two above-referenced buildings had been isolated, as well as consideration of the police station roof. Given the smaller square footage of these roofs, Mr. Kroll reviewed each portion and size of the possible solar array to maximize use of the buildings and make installation economically feasible for the equity partner and city. By using both roofs, Mr. Kroll advised that a total 450 KW system would be feasible to deploy solar and result in a slightly larger array than the previous 300 KW proposal for the skating center roof.

With this updated proposal, Mr. Kroll reviewed the revised preliminary financial analysis for the solar installation, and revised long- and short-term comparisons (dated May 31, 2016) outlining the value of energy for solar production, basic energy rate, solar credits, full value, and total value; along with buy out at year 7. Mr. Kroll noted estimated savings, after expenses, of approximately \$8,663 to the city; Similar economics – PPA long and short-term comparison dated 5/31/16 providing value of energy for solar production, basic energy rate, solar credits, full value with solar credit, and total value after 25 years. Mr. Kroll reminded commissioners there was no buyout option for the first 6 years of operation, and addressed further assumptions to qualify the projections.

If the PWETC recommended and City Council approved the revised Power Purchase Agreement (PPA), Mr. Kroll advised that the agreement would be negotiated with staff; as well as an Operations and Maintenance Agreement for the duration. Mr. Kroll reiterated this would be a 25 year contract, with a buyout option at year 7.

Chair Cihacek asked several questions related to the performance guarantee for the tax equity partner, Sundial Solar, and the city related to performance guarantees, the static model as shown, margin of error, power generation; and what was being offered the city in the way of economic value.

Mr. Kroll responded that any guarantee would be to the fiscal investor/owner, who would watch and monitor their investment resulting in keeping production up as much as saving the city energy for the sake of both their interests. Mr. Kroll

assured Chair Cihacek and the PWETC that the solar array would be a partnership for both parties.

At the request of Chair Cihacek, Mr. Kroll confirmed that under no circumstance would the city ever end up owing Sundial Solar money, including large storms as an example. Mr. Kroll advised that Sundial Solar would replace any damaged solar panels or other equipment at no cost to the city.

Mr. Kroll clarified that it was industry practice for the system to fall under the city's general liability insurance coverage, since it had been found that it was less expensive for the city to add it to their coverage at a typical \$5 to \$7 annual premium increase rather than for an independent policy since Sundial Solar had no sight or security controls. Mr. Kroll used the City of Farmington, MN as an example for reference.

Mr. Culver advised that, until this discussion, he was not aware of that specific contract term; and Chair Cihacek noted his interest and that of the PWETC was to have an accurate cost of ownership as part of the contract.

Specific to Chair Cihacek's question related to any time the city would owe money, Mr. Culver advised that the only thing he could think of paying was if the city had to remove any panels from service for unanticipated roof maintenance. Mr. Culver advised that there were clauses in the agreement laying out how long panels could be down before the city had to reimburse for lost power generated. Mr. Culver noted this was another factor in the skating center roof being removed from consideration with planned maintenance within 5 to 7 years, with the system possibly offline for a month, and during non-winter months when solar power generation would be at its highest when that maintenance would be required. Mr. Culver advised that had triggered some potential lost revenue.

With the additional space available on these two roofs, Chair Cihacek asked if any maintenance could be staged with solar panels relocated for the short-term in different roof locations.

Mr. Kroll advised that was possible; but also noted with both of these roofs being relatively new, they were anticipated to last through the term of the contract before major replacement was needed. Mr. Kroll also noted with a smaller rooftop, equipment and minor repairs would most likely be down for a shorter time as well. Mr. Kroll reported he would work with the investor on a new contract for that maintenance window, anticipating that window would be about 2 weeks or 10 business days.

In looking at annual production time, and if a sunny year, Chair Cihacek noted the ballast system wouldn't be tied into the roof structure anyway; with confirmation by Mr. Kroll.

Mr. Kroll noted that staff had an old contract for reference; and advised he would provide an updated contract to the city for city review, updated as the new model contract using the City of Farmington as the example. In that revised draft contract and past presentations, Mr. Kroll noted cost differentials from 10.5 to 11 cents versus 7 cents; with more monthly yield on these two roofs versus previous projections, essentially doubling savings for demand management based on Xcel Energy billings and Sundial Solar management, while still allowing for some flexibility.

At the request of Member Seigler, Mr. Kroll advised that at this point the name of the financial investor isn't public knowledge, but noted the PWETC had met the investor in the past. Once the system is built, Mr. Kroll offered to share that information with the PWETC; but noted Mr. Culver could do so offline until it became generally known further into the contract negotiations.

Mr. Culver advised the PWETC that the next steps would be authorization for staff to negotiate a revised contract with review by the City Attorney; at which time it would be presented to the City Council – anticipated in August or September – for their consideration and approval.

Mr. Kroll agreed with the city's next steps, advising that Sundial Solar would recommend the contract go to the City Attorney for review before the City Council's stamp of approval. For their part (Sundial Solar), Mr. Kroll advised they would move toward the contract negotiation step, since their engineers had already given the roofs a precursory look to ensure they could support the solar arrays.

At the request of Chair Cihacek, Mr. Kroll stated his preference would be completion of the contract negotiations and attempt installation of the solar array yet this fall. With their engineers and installers finishing up the work in Farmington, Mr. Kroll noted it would then be easier and more cost-effective to mobilize their crew from there to Roseville the end of September or by mid-October depending on the timing of City Council approval. If that schedule isn't feasible, Mr. Kroll advised that he anticipated an early spring of 2017 installation, with either option not problematic.

At the request of Chair Cihacek, Mr. Kroll advised that production will start as soon as the solar system is turned on.

As a Roseville resident, Member Seigler expressed his preference in receiving a summary sheet that showed the installation costs, investor amount, and city responsibilities; along with maximum out-of-pocket expenses for the city even if projected at "zero;" and projected increases in annual revenue that would be easier for citizens to understand the city's (e.g. taxpayer's) liability other than the more complicated spreadsheet presented tonight. Member Seigler asked that the

summary sheet also explain the PPA and how the buyout would work and that potential cost to the city.

Mr. Kroll advised clarified that the investor bankrolled the entire project, with no city money in the project, while the city anticipated a 17% to 18% energy savings from the current electric blended rate being paid. Mr. Kroll noted the buyout clause in the contract would be determined by an appraisal at fair market value and remaining years of the contract, at the discounted energy rate and that fair market value.

Member Seigler asked what recourse the city would have if the original investor sold the contract to an entity the city may not be comfortable dealing with.

Mr. Kroll noted that the current investor is interested in holding the contract long-term as that was their area of expertise and business model to acquire and hold onto those assets for the full duration of the contract; with their own operating and maintenance department set up accordingly.

Chair Cihacek asked staff to ensure the contract included a clause or negotiations addressed the city's first right of refusal and an option not to contract with any other firms or individuals at their discretion.

Mr. Kroll advised that standard contract language would provide that the city would have to approve any sale transaction to change investors.

At the request of Chair Cihacek, Mr. Kroll advised that the city would be contracting with the investor itself, with the investor in turn contracting with Sundial Solar to do the installation project. Mr. Kroll advised that the Power Purchase Agreement would be with sundial; but they would immediately sell the contract to the investor, with the city negotiating with the investor's attorneys on exact contract language..

At the request of Member Seigler, Mr. Kroll reiterated the intended solar arrays: a 200 KW system on the City Hall roof, and a 250 KW system on the Public Works Maintenance Facility for a total of 450 KW. If the city chooses to include an option for the Lexington Avenue fire station as well, Mr. Kroll anticipated that could support a 100 KW system, depending on their engineering specifications, which hadn't been looked into at this point.

At the request of Member Heimerl, Mr. Culver advised that the total solar array at 450 KW would represent less than half the city's total power consumption; with the OVAL and Skating Center consuming a considerable amount of the city's total power.

Specific to the Public Works facility, Mr. Kroll advised that that building alone would max out the solar credit usage at the top end of the usage of about 80%

coverage. Mr. Kroll stated he anticipated about 70% coverage of the City Hall roof space to be used. Mr. Kroll noted roof space was eliminated before hitting the cap; but with anticipated monetary savings at 17% to 18% on the PPA, there was a potential for more savings if demand offset that.

Motion

Member Seigler moved, Member Lenz seconded, recommending to the City Council authorizing staff and the City Attorney to initiate negotiations with Sundial Solar on a Power Purchase Agreement for the installation of solar panels on the Maintenance Facility and City Hall roofs, as presented; including submission for presentation to the City Council a one-page summary of the proposal, taxpayer costs and any liability, and payback, as noted during tonight's discussion.

Ayes: 7

Nays: 0

Motion carried.

6. Asset Management System Review

As detailed in the staff report and part of the City Council's Policy Priority Plan (PPP) that included the city's infrastructure sustainability, Mr. Culver reported a strategy to inspect, rate and document assets for each department. Mr. Culver reviewed current asset management software programs allowing management of that information.

For the purpose of tonight's discussion, Chair Cihacek asked staff to define "asset."

Mr. Culver noted there were assets not tracked (e.g. chairs, furniture, etc.) that were set aside for general and periodic replacement, and therefore not tagged or inventoried. Mr. Culver noted staff tried to use some logic and thresholds of what was worth traffic and what wasn't. Of those items for tracking, Mr. Culver noted there were significant elements in the public rights-of-way worth tracking and more critical for service delivery. Mr. Culver noted that part of the exercise was going through infrastructure inventory and developing a rating system identifying those assets being tracked. Mr. Culver advised that the Parks & Recreation Department had utilized a similar process. As staff's response to the City Council, Mr. Culver advised that assets had been identified and then tracked and subsequently rated to track their current condition.

For tonight's presentation, Mr. Culver introduced Roseville Civil Engineer Luke Sandstrom, with the city for approximately one year.

Mr. Sandstrom provided a quick background of the City Council's strategic priorities, inventory and maintenance history, an annual review of that maintenance, inclusion of the infrastructure items on the city's capital

improvement program (CIP), replacement costs, and condition ratings. While the condition ratings are done for the pavement management program (PMP), Mr. Sandstrom noted that a condition rating for all Public Works Department assets was new. Mr. Sandstrom displayed a working model of the city's infrastructure system, included in tonight's agenda materials. Mr. Sandstrom reviewed the status and maintenance history already in place and tracked; with staff continuing to work on integrating software making future research easier. Mr. Sandstrom noted once completed, this would allow for an annual review and update of the CIP plan.

Noting condition ratings were still in draft form for this initial presentation, Mr. Sandstrom asked the PWETC for their feedback on those ratings before moving this forward to the City Council.

As part of the considerations and ratings, Mr. Sandstrom reviewed some of the criteria, including time tracked through PubWorks Software and used recent storm clean-ups as examples. Mr. Sandstrom noted further breakdowns could also be done by cost summary and task; with project cost components per job code tracked by department staff. Mr. Sandstrom compared costs of the June 21, 2013 storm with that of July 5, 2016, allowing staff, the City Council and Roseville citizens to see actual overall impacts to the city for equipment, man hours and labor costs. Mr. Sandstrom noted this tracking was done for snow events as well, whether plowing or application of salt, etc. Mr. Sandstrom noted this allowed better planning for average costs to track activities and expenses going forward.

At the request of Member Lenz, Mr. Culver clarified that the cost shown was "gross" versus "net," since staff would be working anyway. Mr. Culver advised that a separate report for overtime generated could be created. Since some staff would be working and using some equipment anyway, Mr. Culver noted with unusual events, costs were tracked on that event versus time spent on something that didn't get done and delays caused. Mr. Culver noted an additional report was needed to show costs above and beyond normal operations.

Mr. Sandstrom addressed the rating system examples and scales from 0 to 100 as a starting point and criteria used. Mr. Sandstrom noted it was found that rating system wasn't applicable to all situations (e.g. sanitary manhole inspections) and compared this rating system with the characteristics of the PMP. Therefore, Mr. Sandstrom noted staff's initial use of other rating systems, such as 1, 2, and 3 for good, fair and poor ratings. Specifically for pipes, Mr. Sandstrom referenced the report showing ratings of 0 to 5 with more information for those systems. Mr. Sandstrom further noted ratings from 1 to 10 for lift stations; and asked for PWETC feedback on staff's thought process behind various criteria.

On page 7 of the report, Member Seigler noted some of the condition rating percentages (e.g. pavement) that seemed to overlap and suggested further review before presentation to the City Council.

Specific to the PMP, Member Wozniak asked staff's rationale for a scale of 0 to 100 when there were only five categories.

Mr. Culver responded that a separate program (entitled ICON) was used for the PMP program with an independent contractor used to visually inventory the city's pavement system. As that information is entered, Mr. Culver advised that over the last 20 years the PMP was done and updated, it addressed deterioration curves. However, Mr. Culver noted it made no sense to bring that asset into this separate software program, as the ICON program had no significant cost compared to this asset management program. Mr. Culver advised that the PMP and city policy established a timeline for pavement evaluation, with one quarter of the city done every four years, providing a relatively updated picture. Mr. Culver opined it didn't make sense to use anything more broadly than that model.

Member Thurnau suggested referencing that rationale as a footnote in the report, and specifying if it included sidewalks and pathways, ADA compliance, etc. Member Thurnau opined that there was so much documentation to point those items out, it made sense to provide a definition of the rating interpretation in the document as well.

Mr. Culver agreed that a note for each item would be helpful, especially when using a different industry standard scale and their specific rating systems.

Specific to the hydrant rating system on page 9, with a minimum rating of 2 indicating a poor condition requiring routine maintenance, Member Heimerl asked if it should bother residents if their hydrant condition was rated "poor." As a Roseville homeowner, Member Heimerl suggested some consistency in looking at those ratings to ensure they reflected the image the city wanted and if not to bring those ratings to higher service levels.

With staff duly noting that comment, Mr. Sandstrom suggested some may be placeholders for minimum ratings at this time. However, after PWETC and City Council input, Mr. Sandstrom agreed that clarification should be accurately reflected accordingly.

Mr. Culver agreed, noting that staff's goal was to get condition ratings listed now; and then actively get all items loaded into the software program. While many are consistent, Mr. Culver reported not all infrastructure elements had been inspected for their actual condition ratings. Mr. Culver noted that some infrastructure (e.g. water mains) were underground and difficult to visually inspect, so their assumed condition was based on age, material make-up, number of watermain breaks to-date, etc. In the case of the city's 1700 fire hydrants, Mr. Culver advised that they

399 were flushed and set up on an inspection sheet currently underway, at which point
400 all conditions will be added to the system. With a current minimum rating of 2 ,
401 Mr. Culver advised that the average rating was not yet known pending those
402 inspections. However, if the ratings are set to high initially, Mr. Culver noted it
403 would be difficult to meet that higher average, clarifying a difference in
404 “minimum” and “average” ratings. Agreeing that the city certainly didn’t want
405 any hydrants rating fewer than 2, signifying immediate replacement, he suggested
406 there may be another item that needed to be added to the document, such as
407 “Target Condition Rating” such as the PMP has now, showing an average system
408 rating. Mr. Culver suggested that could be applied to other assets as well until the
409 actual average had been identified but still not setting that average too high
410 initially. Mr. Culver noted things would adapt and evolve as more ratings were
411 added to the system, allowing a better picture. Generally speaking, Mr. Culver
412 noted the age of the city’s infrastructure; but considered the city’s maintenance of
413 the system at a good standard based on its usage and overall safety for the
414 community.

415
416 Chair Cihacek asked if the system broke out which sections were of the highest
417 priority, in aggregate versus specifically.

418
419 Mr. Culver responded that the system should be able to perform both and generate
420 a report accordingly, in addition to generating average condition ratings.

421
422 Member Wozniak noted he didn’t see any vehicles or equipment on this list; and
423 asked if street sweepers or chain saws were considered assets.

424
425 Mr. Culver reported that staff didn’t track shovels or similar smaller items for this
426 purpose, since they were considered more easily replaceable in the maintenance
427 budget. However, for plow trucks, and other heavy equipment, Mr. Culver
428 advised there was a fleet system; and offered to provide the PWETC with follow-
429 up information on how those assets were tracked. Mr. Culver reported that there
430 was more history in tracking those assets over the last 20-30 years, and included
431 expected replacement dates and costs for all vehicles and larger equipment. Mr.
432 Culver clarified that those larger items were not automatically replaced at their
433 anticipated replacement year, but were annually adjusted to determine their
434 condition, with their value remaining in the schedule since it will ultimately need
435 replacing. However, Mr. Culver noted their replacement may shift forward a year
436 or two, or even move up for replacement depending on wear and tear. Mr. Culver
437 agreed it was a valid point that staff needed to do a better job tracking condition
438 ratings on vehicles and setting target condition ratings for replacements. Etc.

439
440 Member Trainor suggested this document needed linked elsewhere in defining
441 who was doing the ranking – city staff or outside parties – for roofs, pavements,
442 etc. and in the case of the PMP, identifying whether they were civil engineers or
443 road contractors to determine their level of expertise. Member Trainor also noted
444 the need to clarify whether the person doing the inspection (e.g. roof

445 maintenance/replacement) was an independent person or a vendor the city may
446 feel indebted to if bidding on a contract at some point in the future.

447
448 Mr. Culver clarified roof inspections done on a regular schedule for minor
449 maintenance issues; and how a bidding process for future major maintenance or
450 replacement would be handled.

451
452 On page 17, Member Seigler noted the need of an additional column to show
453 whether or not a category was above or below the rating goal.

454
455 As actual inspection data becomes available, Mr. Culver advised that the city
456 could gather more confidence in the numbers and overall ratings.

457
458 As the last step for the rating system, Mr. Sandstrom noted the spreadsheet was
459 hard to formulate to incorporate the system ranking while ranking it with overall
460 GIS maps for better visualization and communication to show different areas and
461 pass on to various departments. For assumption purposes, Mr. Sandstrom noted
462 they would be refined moving forward. As an example, Mr. Sandstrom noted the
463 city had 70,000' of sanitary sewer lines for televising, at which time those pipe
464 ratings for the overall system would be refined. At this time, Mr. Sandstrom
465 noted the city attempted to televise 1/10 of the city's sanitary and stormwater
466 sewer lines annually, so within 10 years that televising should be completed and a
467 good rating system in place.

468
469 Member Lenz asked if staff's intent was to use 2017 to put together this rating to
470 inform the 2018 budget for maintenance and repairs.

471
472 Mr. Culver responded affirmatively; but prefaced it by noting variations of the
473 maps displayed by Mr. Sandstrom had actually been in use for a number of years,
474 perhaps not as well-defined with condition ratings, but showing water main
475 breaks and known trouble spots to allow the city to prioritize scheduled and
476 projects over the upcoming year. Mr. Culver noted this additional data would
477 allow staff to better priority strategic items that would come into play for each
478 CIP budget for each asset. As is currently done, Mr. Culver advised that staff
479 assumes a capital expense for each year, varying per utility, determining annual
480 spending for those capital projects to-date. Using maps, Mr. Culver advised that
481 it was then decided where to spend the allotted \$1 million annually. However, as
482 this data becomes more refined, Mr. Culver noted staff would be able to project
483 (e.g. poor condition rating items) and set a goal that within a certain time frame,
484 all those rated items should be replaced, and to do so, an annual allotment of so
485 much was needed. If the city's policy caps those annual expenditures, Mr. Culver
486 noted utility rates could address those dollars needed. In the preliminary budget
487 numbers the PWETC had already seen for 2017, Mr. Culver reported staff would
488 be able to do a better job projecting those annual costs going forward. Mr. Culver
489 advised he was really looking forward to being able to do so with the city's storm
490 sewer system and other assets not having good history or data available now.

Noting staff considered water and sewer infrastructure of high importance, Member Lenz asked that staff not lose sight of the importance of bus shelters in the community, even though they may be less life-critical elements of the city's infrastructure.

Mr. Culver duly noted that observation; and clarified staff's importance with the water and sewer funds was due to their status of being Enterprise Funds, always more challenging to fund. Mr. Culver noted the huge needs remaining in addressing storm sewer issues in the community; and while some interfund loans had been done in the past from the water or sanitary sewer funds, those funds were "siloeed" and often made it difficult to prioritize one asset over another, while funding from the General Fund was easier to address (e.g. streets, retaining walls, fences, trails, etc.). For those categories, Mr. Culver noted the city could look between different asset categories and needs based on their importance.

Member Trainor opinioned this document was a terrific product and very impressive; and stated he looked forward to the city moving ahead with it.

7. City Council Joint Meeting Review

Based on the recent joint meeting of the PWETC and City Council, Mr. Culver reported staff had drafted a proposed work plan of items, as detailed in Attachment A (lines 15 – 21), showing initial areas of interest and, while other priorities may come up during the year. Mr. Culver opined the dialogue from the meeting minutes showed good discussion, and he didn't see any particular items outside those areas brought up for the PWETC to expend any additional time on.

Pending negotiation of the Recycling contract and the organics recycling option, Chair Cihacek suggested removing that item from the work plan for the upcoming year.

Mr. Culver noted there was an opportunity if the PWETC wanted to recommend the city expand drop-off locations for organics; and advised staff would work with Eureka to manage them accordingly, whether at the city's compost site or with a City Hall drop off site. Mr. Culver noted both came with their own challenges, but suggested further discussion in the future.

Chair Cihacek stated he wasn't clear on where to move forward with sewer and water services, since recommendations of the PWETC had not been found satisfactory to the City Council at this point. Other than small options and bid alternatives for lining laterals, Chair Cihacek questioned what was left to address that hadn't already been done.

In response, Mr. Culver noted the presentation done over the last year by Paul Pasko and the City Council, and based on the City Council's initial feedback, reported there was some interest in exploring some programs offered currently by

other metropolitan cities for residents. Mr. Culver noted some discussion at the City Council level of cost participation from the sanitary sewer fund to supplement those expenses to line a portion of all sanitary sewer services, including options for stub lining at the wye or lining up to the right-of-way with an option for the resident to pay more to have the entire line done. Mr. Culver suggested further PWETC review of those options and assessment options for residents to pay their cost for such a project, or whether to take it entirely out of the sanitary sewer fund that would be paid by all Roseville residents.

At the request of Member Seigler, Mr. Culver stated he wasn't sure if prices for the lateral lining were declining, it was only obvious that as more interest was found and more competition in the market, and more contractors performing the work, prices would be lowered. Mr. Culver noted that was the experience with sewer main lining, with those costs having diminished considerably over the last few years.

Chair Cihacek noted the difficulty in defining bid alternates or exploring those options without a hard number of cost versus risk; unless they were done as a bid alternate and on a case by case basis brought back to the City Council.

Mr. Culver suggested scheduling this item to come back to the PEWTC with staff providing more information from surrounding communities before that discussion. If the city considers it, Mr. Culver opined he saw it as an all or nothing situation, since he didn't think there would ever be a cost benefit to offer it as an option to residents. Mr. Culver opined the city needed to make the decision on the scope of the work when the city was already in the street doing a project. Mr. Culver suggested the city would decide on the lining and where that ended with the work completed shortly before or after the main project, since different contractors were involved. Mr. Culver opined the program would only be effective if the city made the decision to do all services, and decided how to pay for it, allowing residents the option to extend lining up to their house at their cost. Mr. Culver further opined it wasn't cost effective or a reasonable contract cost to offer it as an option for residents, without 100% participation.

As part of that future discussion, Chair Cihacek asked staff to provide pricing for the lining to the wye and to the right-of-way options, and annual cost projections, along with a model that could be implemented.

Mr. Culver stated staff would review the recent projects in Burnsville, Edina or Golden Valley currently performing this work and review their process, number of homes done, and average cost per home. Mr. Culver noted there were lots of variables but a comparison would inform the PWETC discussion.

Discussion ensued regarding timing of work plan items and PWETC monthly agendas. A tentative schedule was outlined as follows:

- Sewer and Water Service Lining (October 2016)

- A-line Update and Accessibility to shelters, bus stops and route planning and their potential use.

Chair Cihacek suggested questions related to this topic included how routes are determined coming through Roseville; revisit where that bus infrastructure is located currently (shelters and stops, etc.) related to current routes, and based on transit planning to-date, how that connects with routes and infrastructure; where bus stops and signage are placed and those areas not compatible or difficult to access.

Member Lenz agreed, noting that the A-line was not the only bus line in Roseville, but the other routes seemed to have been forgotten over the last few years in developing that route. As the City Council noted, Member Lenz noted the lack of east/west connectivity throughout the community and beyond. Member Lenz opined an entire new look was needed and the city's viewpoint taken into consideration by Metro Transit.

Chair Cihacek agreed with that lack of connectivity to downtown St. Paul and Minneapolis as well. Chair Cihacek asked that staff arrange for a representative of Metro Transit to come before the PWETC's perceived concerns and outline their outreach about deficiencies.

Mr. Culver noted the City Council was seeking information from the Metro Transit representative as well.

Chair Cihacek suggested updates to the PWETC from staff in November, with that conversation teed up for January of 2017, anticipating no meeting would be held in December.

Mr. Culver advised that staff anticipated presenting the 2017 Public Works work plan to the PWETC in November, and subsequent to the City Council and their approval in December of 2016.

Chair Cihacek suggested staff provide an update of the work plan in their communication items in November, at which time the PWETC could address any issues or questions.

Intersection of Snelling and Skillman

Member Seigler noted the difficult intersection at Snelling Avenue and Skillman, asking if the city had considered any updates to address that situation.

Mr. Culver reported that prior to the Chianti Grill development approximately 5 to 6 years ago, a new signal light had been initially intended to align with Skillman further south on the west side. However, with that proposal defeated primarily from resident concerns on the east side and having a signal that much closer to their homes and more traffic. Mr. Culver stated the opportunity to do

something significant at that intersection for the foreseeable future was gone, since the MnDOT had made a significant investment in the traffic signal at its current location.

Organized Trash Collection

Member Wozniak pointed out that the City of St. Paul had recently enacted the procedure to organize waste collection, a culmination of a lengthy study and initiating the 90-day clock for contractors to submit a collective proposal. With that step, Member Wozniak noted the City of Roseville was now surrounded by communities with organized trash collection. Member Wozniak noted the new TCAPP site development would also have organized trash collection. While recognizing the City Council isn't interested in discussing it, Member Wozniak noted it didn't preclude the PWETC's pursue of the issues.

In defense of the City Council, Mr. Culver noted the priority work they were undertaking and length of their meeting agendas of late, and other related items yet to come (e.g. SE Roseville redevelopment, Twin Lakes zoning) and from their perspective and based on feedback on past community surveys, there appeared to be no overwhelming interest by the community to pursue organized trash collection, at least not as a priority. If the PWETC was seeking a discussion on organized collection and processes and experience of neighboring communities, Mr. Culver left that up to the PWETC to set it up as a future agenda item.

Chair Cihacek suggested that be part of the 2017 work plan in the future, allowing time for the changes in the new recycling contract to take hold.

Member Seigler agreed this would also be after the City of St. Paul went forward with it.

Mr. Culver cautioned that the City of St. Paul was a much larger city as well; with Member Wozniak countering that this also meant more people and more challenges.

Pathway Master Plan Update

At the request of Chair Cihacek, Mr. Culver addressed where the pathway master plan fit into the upcoming comprehensive plan update. While the master plan was not an actual component of the comprehensive plan, Mr. Culver advised it would be referenced within the document in the transportation chapter. Mr. Culver advised that the reason not to consider it as an official component was so any updates could be handled by the city without the lengthy, formal public input process needed to amend the comprehensive plan. However, Mr. Culver stated he had suggested and had the desire to incorporate that discussion into the public input process along with other components versus the PWETC taking on the updating of the master plan and priority ranking with it. Mr. Culver noted this would allow the public meetings and discussion to inform the master plan update and remaining gaps and priorities for those missing segments.

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However, Mr. Culver noted that the negative of that process, was the two year comprehensive plan update. Mr. Culver noted that no identified funding source was available for pathway updates anyway; even though several groups had petitioned for specific segments, and other areas had received heightened demand, but at this time, no intentional public process was in place to address those segments.

Member Wozniak noted past discussion about revisiting the ranking system for the pathway plan.

Mr. Culver clarified that the current Pathway Master Plan was updated and re-prioritized in 2008; but the ranking system referenced was an effort of the PWETC done in 2013 and subsequent concerns of the City Council with the method and inconsistency in criteria used as to how segments were rated. While appreciating the effort, Mr. Culver noted concerns of the City Council as to the validity of the outcome and time needed to address criteria and focus on updating priorities. Mr. Culver noted that a number of segments had been completed since the last master plan update; but agreed it was worthwhile to address the master plan while reviewing zoning, transportation, and transit chapters of the comprehensive plan; and include that discussion at the same time to allow for public input.

In the 2017 work plan, Chair Cihacek asked staff to plan on providing the PWETC with an updated pathway map of what had been accomplished to-date as a template over missing segments still remaining. Chair Cihacek opined that would provide important priority areas and those areas recognized as gaps; informing discussions going forward and prior to moving into the comprehensive plan process. Chair Cihacek opined that known gaps are a different context than those segments the city would like to complete. Chair Cihacek noted this would also address tangible deficits and areas of safety concerns or connectivity; where the segments fit into the overall efforts, and those segments requested, those completed, and those remaining gaps in the infrastructure system. Chair Cihacek stated he was seeking discussion across those three different map concepts.

Member Wozniak suggested that the PWETC also identify other criteria for rating pathways, based on City Council concerns with the PWETC's 2013 ratings and perception that they were insufficient or irregular. Member Wozniak opined this would allow for criteria identified and an exercise of weighting or rating pathways in advance of comprehensive plan activities.

Chair Cihacek agreed that provided a context for integration of this PWETC-level piece and priorities in the comprehensive plan discussion, but also was early enough in that process to provide context for public input. Chair Cihacek suggested that discussion also include connectivity with the regional efforts to St. Paul and Minneapolis and infrastructure demands also. Chair Cihacek suggested

721 it might be good to pick that discussion up yet in 2016 to see if there are linkages
722 Roseville could make for bike lanes to connect with the St. Paul system.

723
724 Mr. Culver reported that Ramsey County was also finalizing the process to
725 establish a countywide bike and pedestrian plan and provide guidance of planning
726 for intercity connections. Mr. Culver reported that city staff continued to work
727 with Ramsey County staff representatives on connections from Roseville to St.
728 Louis Park, and other locations. Mr. Culver further reported that Ramsey County
729 continued to apply for federal funding, as those pathways would be concrete and
730 of considerable expense; with outside funding also sought for other gaps.

731
732 To summarize, Chair Cihacek and Mr. Culver noted suggested work plan items
733 included:

- 734 • Transit discussion (A-line update, etc.) with Metro Transit representative
735 Marie McCarthy (January of 2017)
- 736 • Pathway Master Plan (February)
- 737 • Cost analysis of residential sewer lining (October 2016 for sanitary sewer
738 lining)
- 739 • Work Plan review (November of 2016)

740
741 At the request of Member Seigler, Mr. Culver provided an update on leaf
742 collection options in Roseville after discontinuation of the city's collection
743 program. Mr. Culver noted the flyer as presented earlier this summer had
744 received minor edits and graphic improvements, with all residents receiving one
745 in their next utility bill. Mr. Culver reported there would also be educational
746 articles in the next *City News* newsletter offering more detailed options for
747 residents to dispose of their leaves.

748 749 **8. Possible Items for Next Meeting – August 23, 2016**

750 Solar Update

751 Mr. Culver advised this was pending depending on City Council presentation and
752 approval of a contract by the next PWETC meeting.

753 754 Eureka Contract

755 Member Lenz noted last month's meeting minutes talked about park pick-up, and
756 asked that the PWETC interface with the Parks & Recreation Commission on the
757 logistics.

758
759 As noted in this month's PWETC communications items, Mr. Culver advised that
760 prices would be negotiated for various service options depending on park use and
761 location of containers and access to them. However, Mr. Culver clarified that it
762 was not intended to lay out specific commitments at this time for each park within
763 the contract, but allow for phasing in based on those various options as the Parks
764 & Recreation Department performed pilot ideas and experimented with a more
765 intensive recycling effort in city parks. Mr. Culver reviewed some of those
766 options, and advised that Public Works and Parks & Recreation staff would be

initially discussing options next week before a contract is signed. Mr. Culver spoke in support of a more intentional and planned discussion on park recycling; and advised he would need to talk to the Parks & Recreation department before committing to a potential public discussion with the PWETC in September.

Corpus Christi Rain Garden Project Update (Fairview Avenue)

Member Seigler suggested a field trip to view how things are working.

SE Roseville Planning/Community Discussions

Member Lenz advised that she intended to attend this joint discussion between the cities of Roseville, St. Paul and Maplewood, as a first opportunity for public engagement; and offered to provide a report at the next PWETC meeting.

Ramsey/Washington County Resource Recovery Project

Mr. Culver asked Member Wozniak if the project was operating yet, with Member Wozniak responding that it was not.

I-35W Managed Lane Project

Mr. Culver reported on last night's presentation and public hearing as part of the municipal consent process for this project. Mr. Culver advised that no residents had attended, but noted there would be other opportunities for public comment through the process. Mr. Culver advised that the City Council wasn't expected to vote on the Roseville area portion of the project until October of 2016. As part of that project, Mr. Culver advised that noise walls were under discussion, and reviewed the voting process for benefitting property owners in determining if MnDOT installed the walls or not. Mr. Culver identified the commercial area between the I-35W on ramp and Cleveland Avenue north between County Roads C and D as the noise wall area. Since the city has a pathway in that area, Mr. Culver reported that the city would get one vote as well.

Mr. Culver suggested having discussion on the project, and any others staff is aware of in the area at that point, for the August PWETC meeting.

Community and Economic Development Updates

Member Seigler noted two new hotels and other things going up in the Twin Lakes area as well as new housing throughout the community. Member Seigler suggested it would be of interest to the PWETC to have an idea of those development and redevelopment projects.

Mr. Culver apologized for not having included the most recent report in the PWETC communication items tonight. Mr. Culver reported that the City Council receives a monthly development update, which is also posted on the city's website, but he would make available going forward as part of the PWETC communication items. Mr. Culver advised that the report was based on known developments and permits pulled to-date; and proved interesting.

813 Chair Cihacek asked individual PWETC members for ideas for a possible tour in
814 September.

815
816 Mr. Culver suggested touring the St. Paul Regional Water Treatment Plant,
817 Metropolitan Council sanitary sewer systems or connection at Roseville; Material
818 Recovery Facility (MRF) as possibilities to consider.

819

820 **9. Adjourn**

821 Member Trainor moved, Member Wozniak seconded, adjournment of the
822 PWETC at approximately 8:26 p.m.

823

824 **Ayes: 7**

825 **Nays: 0**

826 **Motion carried.**

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: August 23, 2016

Item No: 4

Item Description: Communication Items

Public Works Project updates:

- Twin Lakes Parkway Phase III and Twin Lakes Area Signals
 - Extension of Twin Lakes Parkway from Prior Ave to Fairview Ave and construction of traffic signal at Fairview Ave. and Twin Lakes Parkway.
 - Contractor is finishing installing utilities and grading the road. Curb and gutter installation will begin shortly.
 - Fairview signal will likely be installed in September
 - Due to delays in utility relocates, Twin Lakes Parkway will likely open in October.
- 2016 Pavement Management Project
 - City's annual mill and overlay project. This year approximately 7 miles of roads will be repaved
 - Numerous areas of the project are ongoing.
 - Project is over 80% completed.
 - All areas other than Heinel Drive should be completed by September 1.
 - Attachment B shows areas that are completed.
- Heinel Watermain Lining Project
 - The project has begun and temporary water is being installed. Lining work should begin the week of Augusts 22.
- Parks Renewal Pathways
 - Staff is working on constructing seven new pathway segments with Park Renewal funds. See attachment C for map of proposed locations.
 - Dale Street – Sandhurst to County Rd B (east side) – Public Works staff has graded the sidewalk. A concrete contractor will install the sidewalk in the near future.
 - Lexington Ave – County Rd B to Parker Ave (east side) – Likely will be constructed in September 2016.
- Cleveland Lift Station
 - Lift station replacement project at Cleveland & Brenner.
 - Staff is working with Bolten-Menk on design. Construction late fall or early spring of 2017.
- Wheaton Woods Development
 - 17 lot subdivision near Dale and County Rd C
 - Developers contractor has rough graded site
 - Utility work is completed and road construction is ongoing
 - Wheaton Avenue extension should be completed in early August

City Council Update:

- Storm Water Impact Fund
 - o Council delayed approving the storm water impact fund.
- Impervious Surface Coverage
 - o Council will be reviewing impervious pervious coverage for different zoned lots at the August 22 meeting.
- Owasso Private Drive
 - o Installation of PaveDrain storm water system on Owasso Private Drive
 - o Council ordered the preparation of plans and specification.
 - o Anticipate bidding the project this winter for Spring 2017 construction

Minnesota Department of Transportation Projects:

- Lexington Avenue Bridge Construction
 - o Lexington Avenue will be closed through September.

Ramsey County Projects:

- Lexington Avenue Bridge Construction
 - o Lexington Avenue will be closed through September.

Major Maintenance Activities:

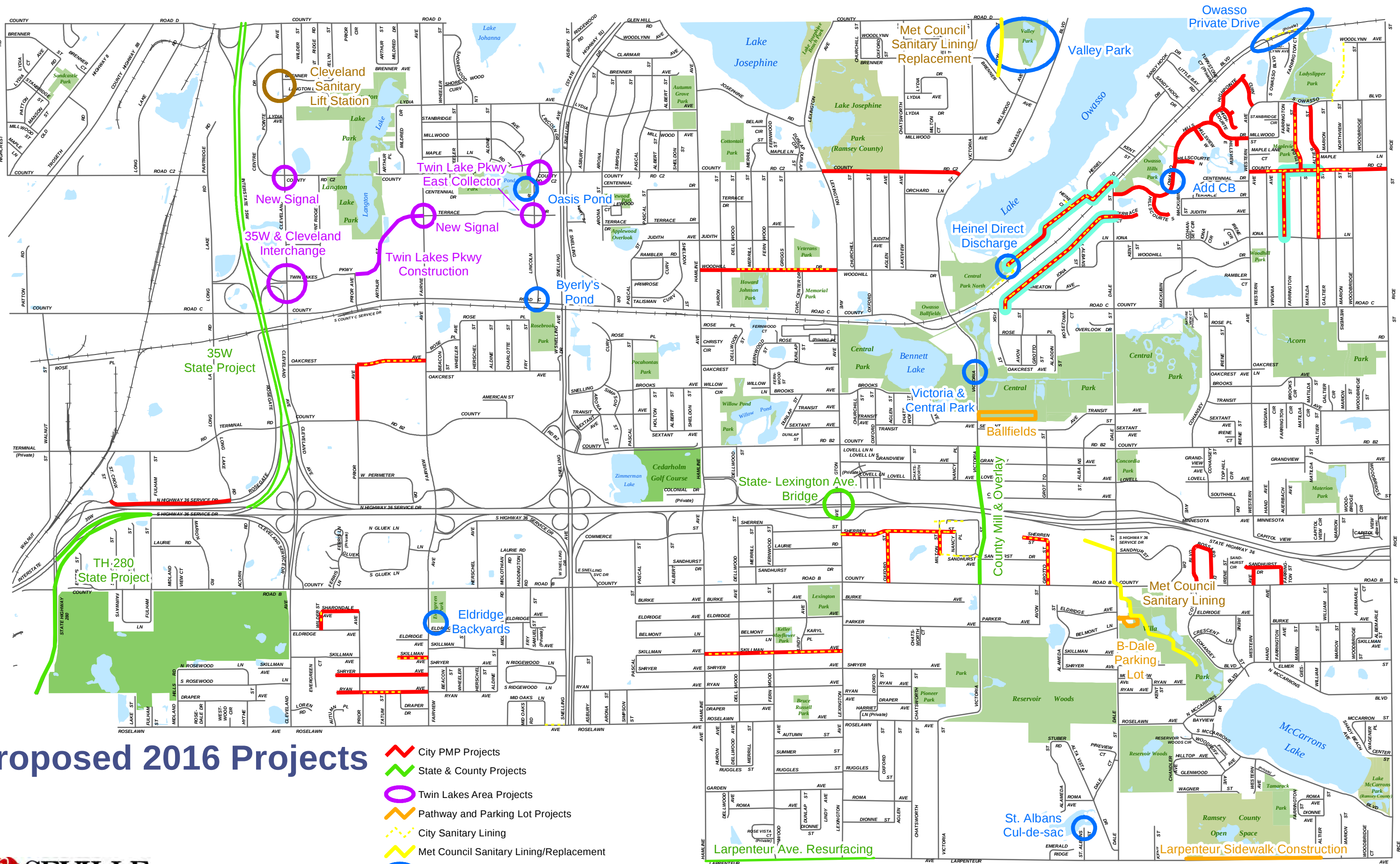
- Started tree trimming ahead of pathway maintenance
- Mowing right of way
- Ongoing general pavement patching continues.
- Crack sealing ongoing
- Grading and removals for new sidewalk on Dale Street and on Lincoln Drive
- Continue working on meter repairs and replacements. We are down to 23 meters needing an upgrade to the new meter and radio.
- Collected bacteriological water samples.
- Continued with the 2016 sanitary sewer cleaning program.
- Replaced hydrant at B2 and Lexington
- Repainting fire hydrants

Attachments:

A: 2016 Project Map

B: 2016 PMP Progress Map

C: Development Activity Report



Proposed 2016 Projects

- City PMP Projects
- State & County Projects
- Twin Lakes Area Projects
- Pathway and Parking Lot Projects
- City Sanitary Lining
- Met Council Sanitary Lining/Replacement
- Storm Projects
- Watermain Projects
- Lift Station



Prepared by:
Engineering Department
April 12, 2016

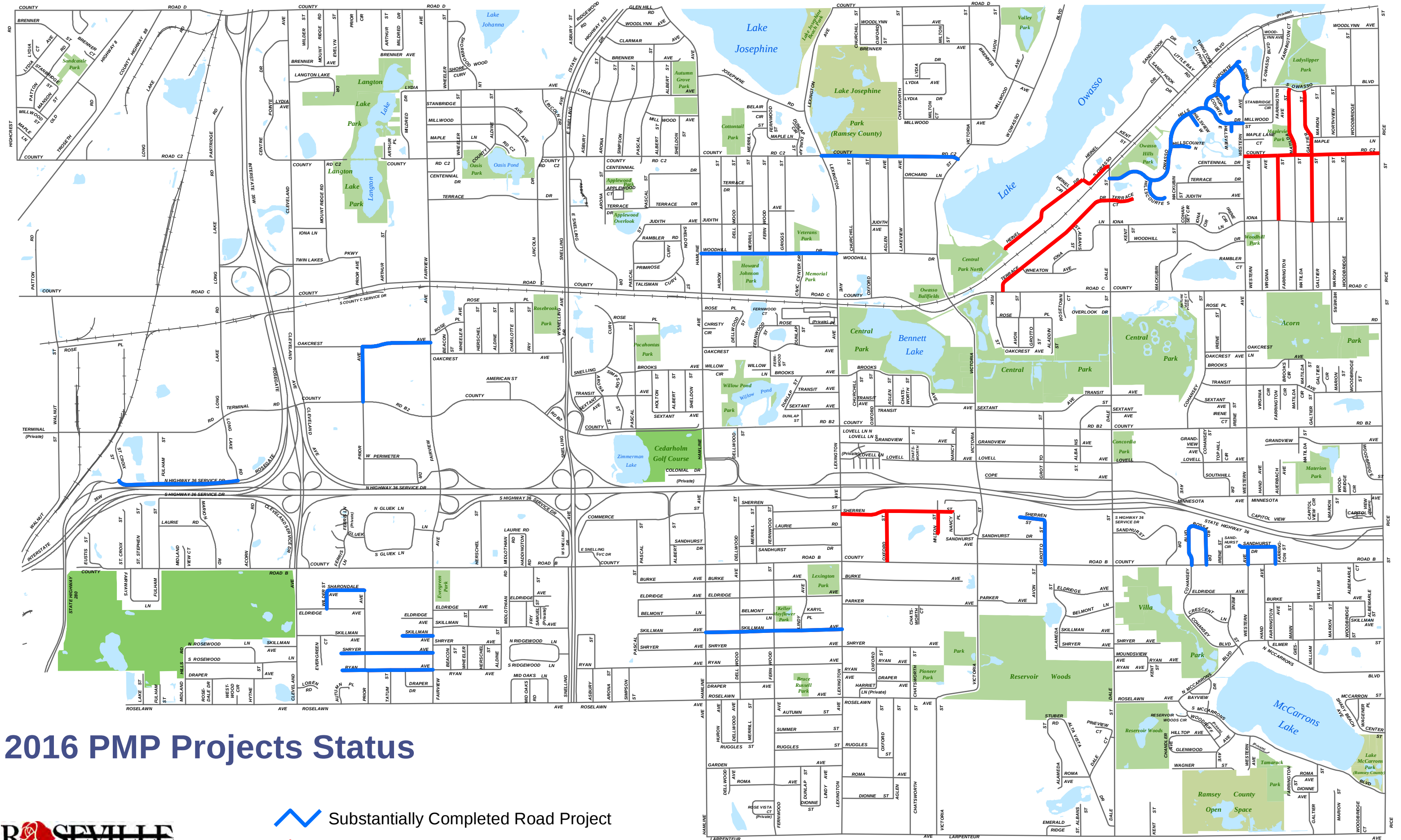
Data Sources and Contacts:
* Ramsey County GIS Base Map (4/04/16)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

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 to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, 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 data provided.

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map: Proposed2016_AllProjectsLabels.pdf





2016 PMP Projects Status

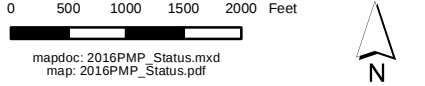


- Substantially Completed Road Project
- Uncompleted Road Project

Prepared by:
Engineering Department
August 5, 2016

Data Sources and Contacts:
* Ramsey County GIS Base Map (7/28/16)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
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ROSEVILLE COMMUNITY DEVELOPMENT DEPARTMENT • AUGUST 2016 • DEVELOPMENT ACTIVITY REPORT (*NEW IN AUGUST)

	Project Name	Address	Project Description	Applicant/Owner Information	Starting/Occupancy
Residential Proposed	Dignicare Senior Memory Care	197 County Rd B2	26-Unit assisted living memory care facility	Greiner Construction	TBD/TBD
	3-lot subdivision	2201 Acorn Rd	3-lot development	TBD/TBD	TBD/TBD
	Moser Development	545 Roselawn Ave	3-lot development	Bald Eagle Builders/Agnes Mae Moser	TBD/TBD
	*New Home	2179 Marion Rd	Single-family home	Homeowner	TBD/TBD
	Oakwood Heights	888-892 County Rd B	3-lot development	Oakwood Heights Holding 40652, LLC	TBD/TBD
Residential Under Construction	Applewood Pointe	2665 Victoria St	105-Unit senior co-op	United Properties	Summer 2016/TBD
	Cherrywood Pointe	2680 Lexington Ave	Assisted living/memory care	United Properties	Summer 2016/TBD
	Garden Station	2325/2335 Dale St	18 attached townhomes	GMHC/City of Roseville/RHRA	Winter 2015/TBD
	Farrington Estates	311 County Rd B	6-lot single-family subdivision	Premium Real Estate Solutions/Michael B. Oudin	Winter 2016/Winter 2017
	*New Home	901 Burke Ave	Single-family home	Equinox Construction, LLC	Summer 2016/Winter 2017
	New Home	1975 Cleveland Ave	Single-family home	David Raab	Winter 2016/Winter 2017
	*New Home	2006 Cohansey Blvd	Single-family home	Covert Constructions	Summer 2016/Winter 2017
	New Home	365 South Owasso Blvd	Single-family home	Zawadski Homes	Spring 2015/ Summer 2016
	New Home	2950 West Owasso Blvd	Construct new single-family home	Homeowner	Fall 2014/Spring 2017
	New Home	3020 South Owasso Blvd	Construct new single-family home	Hanson Homes	Spring 2016/Fall 2016
	New Home	2169 St. Stephen St	Single-family home	Hage Homes	Summer 2015/Fall 2016
	Wheaton Woods	Wheaton Ave & Dale St	17 single-family homes	Golden Valley Land Co/TJB Homes/Accent Homes	Summer 2016/TBD
Commercial/ Industrial Proposed	Cleveland Club	2700 Cleveland Ave	Grocer/Restaurant/Medical, Office	JAVA Capital Partners	TBD/TBD
	Famous Footwear	2480 Fairview Ave	Tenant remodel-retail	Rosedale Commons, LLC	Fall 2016/Spring 2017
	Painting with a Twist	2100 Snelling Ave	Tenant remodel-retail	Sherburne Construction	Summer 2016/Summer 2016
	Pie Five Pizza Co.	1745 County Rd B2	New restaurant	Tech Builders	Summer 2016/ Fall 2016
Commercial/ Under Construction	Bilingual Childcare	1125 County Rd B	Tenant Remodel/Former Cheetah Auto Parts	Ramis Construction/	Summer 2016/Summer 2016
	CPI Card Group	2805 Fairview Ave	Tenant remodel at new location	Steiner Construction/St. Paul Fire and Marine	Summer 2016/Summer 2016
	Made for Retail	3000 Centre Pointe Dr	Tenant remodel-office	Gardner Builders/Dave Hecker	Summer 2016/Summer 2016
	Mattress Firm	2174 Snelling Ave	Building remodel	Michael Ireland, Architect/United Growth	Fall 2014/TBD
	Michaels	2100 Snelling Ave #50	Tenant remodel & expansion	Tim Schenk/Van Barton Group LLC	Spring 2016/Fall 2016
	Rosedale Shopping Center	1700 County Rd B2	Utility work, parking deck, interior updates, new anchor	Jones Lang LaSalle/PPF RTL Rosedale Shopping Ctr, LLC	TBD/TBD
	Sun Control	2425 Rice St	Tenant remodel/Former Steichens	RJ Marco	Spring 2016/Summer 2016
	Target	1515 County Rd B	Tenant remodel-retail	Ryan Co/Target Corp.	Spring 2016/Fall 2016
Proposed Public/Inst	NONE				
Under Construction Public/Institutional	Twin City Chinese Christian Church	1756 Terrace Dr	Tenant remodel/from warehouse to church	George Tuan/Twin City Chinese Christian Church	Winter2016/Fall 2016

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: August 23, 2016

Item No: 5

Item Description: Comprehensive Surface Water Management Plan Update Introduction

Background:

The City of Roseville is required by State Statute to have a local water management plan, capital improvement program, and official controls as necessary to bring local water management into conformance with the watershed district plans. The City's first Comprehensive Surface Water Management Plan (CSWMP) was adopted in 1990 with an update in 2003 & 2013. The City boundaries are within three watershed districts; Rice Creek, Capitol Region, and Ramsey-Washington Metro. All three of these organizations have recently updated, or are in the processing of updating, their watershed district plans. Prior to 2016, Cities were required to prepare amendments to their CSWMP within 2 years of the watersheds updating their plans. Recent legislation changed the timeline to update CSWMP's to coincide with the City's Comprehensive Plan process.

Staff went out for RFP in April 2016, and received 4 well done documents. SEH was selected as the Best Value contractor to update our CSWMP, and to help shape the next 10 years of surface water management in the City.

A link to the Approved 2013 Comprehensive Surface Water Management Plan is <http://cityofroseville.com/DocumentCenter/View/12712>.

Recommended Action:

Receive presentation.

Attachments:

- A. SEH Proposal



(Photo Source: City of Roseville Website)

Proposal for

Comprehensive Surface Water Management Plan Update

Roseville, Minnesota | May 27, 2016



Building a Better World
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Engineers | Architects | Planners | Scientists



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for All of Us®

May 27, 2016

Ryan Johnson
Environmental Specialist
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: City of Roseville, Minnesota
Comprehensive Surface Water Management
Plan Update
SEH No. ROSEV 118545

Dear Ryan:

The City of Roseville is seeking a consultant to provide an update to its 2013 Compliance Surface Water Management Plan (CSWMP). This plan update calls for more than just the standard planning document; it calls for a process that will help you create a functional and highly effective tool to carry out your successful surface water management program. It also calls for a company that will carry out these objectives while serving as a true extension of the Roseville staff.

Short Elliott Hendrickson Inc. (SEH®) is the team most capable of partnering with the City for this plan update and building on the work we completed in 2013. Our experience with the City dates back to 1999 and includes work on previous CSWMPs for the City, providing us with unparalleled expertise when it comes to your water resources needs. Our approach will be to focus on identifying new and innovative approaches (e.g., iron enhanced filters, stormwater reuse, underground street reconstruction retrofits) to achieve the water quality goals of the city and access available funding programs. Our experience from the 2013 plan update will serve as a solid foundation, allowing us to be highly efficient in focusing on these new and innovative approaches.

We are confident that the City will find SEH to be the right choice for this project based on the following factors:

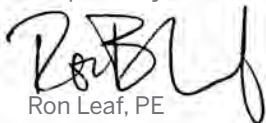
Experience. Lead Project Engineer Rebecca Nestingen and Principal-in-Charge Ron Leaf will co-lead an SEH project team that brings a breadth of experience in the water resources field and specifically with the City of Roseville. Rebecca and Ron have worked together on a number of successful local Water Management Plan updates; including the City of Roseville's and will bring a tailored approach to the plan development process, building off our unmatched knowledge of the 2013 update.

Responsiveness. Our project team will bring a collaborative approach to this project to address each task of the project, to best spend your budget, and to provide the best value. We will maintain open lines of communication and be responsive to input and requests, ensuring that this plan is completed on time and within budget.

Outcome-Based Plan. SEH will create a plan that has the "end in mind." Our team will combine our experience with the City with a fresh perspective to thoroughly consider and analyze the existing plan. We propose to create a web-based plan format that will serve the City in 2017 and beyond, providing long-term usefulness and value. SEH is positioned to provide the City with a CSWMP that fulfills all regulations and requirements and will serve its purpose well into the future.

We look forward to the opportunity to discuss SEH's qualifications and relevant work experience with you further, and welcome any questions you may have regarding our proposal. Feel free to contact Ron at 651.765.2998 or rleaf@sehinc.com, or Rebecca at 651.490.2175 or rnestingen@sehinc.com.

Respectfully submitted,


Ron Leaf, PE
Principal/Project Manager


Rebecca Nestingen, PE, CFM
Lead Project Engineer

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196
SEH is 100% employee-owned | sehinc.com | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

RESPONDENT OFFER – SIGNATURE AND CERTIFICATION FORM

The undersigned has carefully examined all instructions, requirements, specifications, terms and conditions of this RFP; understands all instructions, requirements, specifications, terms and conditions of this RFP; and hereby offers and proposes to furnish the services described herein at the prices quoted in the Respondent's Proposal, and in accordance with the requirements, specifications, terms and conditions of this RFP.

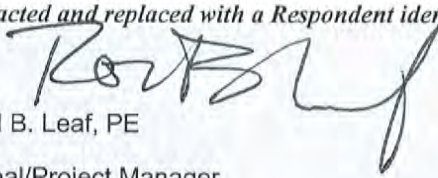
The Respondent also certifies:

1. Its proposal is a valid and irrevocable offer for the City's acceptance for a minimum of 90 days from the proposal deadline shown in the Submittal Guidelines (Page 2) of this RFP to allow time for evaluation, negotiation, selection, and any unforeseen delays, and that its proposal, if accepted, shall remain valid for the life of the contract.
2. It is a reputable firm engaged in providing engineering services necessary to meet the requirements, specifications, and terms and conditions of this RFP.
3. It has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the requirements, specifications, and accepts all terms and conditions of this RFP.
4. It is aware of, is fully informed about, and is in full compliance with all applicable federal, state, and local laws, rules, regulations, and ordinances.
5. All statements, information, and representations prepared and submitted in response to this RFP are current, complete, true, and accurate. The Respondent acknowledges that the City will rely on such statements, information, and representations in selecting the successful Respondent.
6. It shall be bound by all statements, representations, and guarantees made in its proposal including, but not limited to, representations as to performance and financial terms.
7. Submission of a proposal indicates the Respondent's recognition that some subjective judgments may be made by the City as part of the evaluation.

Shaded area will be redacted and replaced with a Respondent identification code prior to evaluation.

Authorized Signature:

X



Name (type or print): Ronald B. Leaf, PE

Title (type or print): Principal/Project Manager

Date: May 26, 2016

Table of Contents

Letter of Transmittal

Respondent Offer (Attachment A)

Proposal

Consultant Team Description.....	1
Key Staff	3
Proposed Work Plan and Tasks	4
Project Tasks	10
Experience and Qualifications	13
Fees (Attachment B).....	16
Resumes	18

Survey Questionnaire Form and Reference List
(Attachments C and D)

Firm Background and Qualifications (Attachment E)

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SEH Design|Build, Inc.
SEH of Indiana, LLC
SEH of Michigan, LLC

Consultant Team Description

Consultant Team Description

SEH is a full-service, employee-owned professional services company comprised of more than 800 engineers, architects, planners and scientists located in offices across the nation. Our collective purpose and body of work is focused on Building a Better World for All of Us®. “Building a better world” embodies our commitment to an increased quality of life through safer roads, bridges, parks and trails; renewable energy and sustainable design; and cleaner air, drinking water, rivers and lakes. “For all of us” means we design customized solutions for our clients, including the residents and businesses in the communities we serve, employees in the companies we serve and citizens of the world.

We’ve stood the test of time. In business for 89 years, some of our clients have been with us for almost as many years. The clients we serve include government agencies — local, state, regional and federal. We also work with industrial businesses, commercial, industrial, and residential developers. You’ll find our clients spread across the United States, with evidence of our work in more than 42 states.

We assist municipalities across the country with comprehensive planning and municipal infrastructure services. Working as an extension of a community’s staff, we help manage infrastructure assets, both day-to-day and for the long-term.

SEH will be a sole source provider on this project. Our staff will be responsible for all phases of the work from project management to technical content and gathering public input. SEH is uniquely qualified to meet the complex and often-changing stormwater requirements that the City faces. Our history and knowledge of stormwater system issues and needs in Roseville are unmatched. Our recent local planning experience demonstrates our ability to help our clients keep pace with the myriad of requirements and ever-changing federal, state and regional regulations. Our extensive portfolio of planning, modeling studies and BMP implementation projects, found in the experience and qualifications section, demonstrates flexibility, creativity, and cost-effective integration of stormwater management approaches.



SEH is uniquely qualified to meet the complex and everchanging surface water program requirements that the City of Roseville faces.

Corporate Office

St. Paul | 800.325.2055

Colorado, Indiana, Iowa, Minnesota, North Dakota, Nebraska, South Dakota, Wisconsin and Wyoming.

sehinc.com

SEH Staff Resources

- More than 25 water resources engineers
- 15 natural resources scientists
- Specialists with experience in surface water treatment and protection and water reuse
- Funding specialists
- More than 30 environmental engineers with experience in environmental sampling and testing
- More than a dozen planners and landscape architects with national experience integrating stormwater BMPs into the natural and built environment
- GIS specialists with experience integrating databases and hydrologic modeling and presentation project sotry maps for highlighting key projects

Key Staff

Key Staff

SEH has assembled a team of technical staff that has direct experience in Roseville, as well as experience working on comprehensive water resources and wetland management plans and evaluating and creating functional city-wide hydrologic/hydraulic models. The SEH team members listed below were selected based on their local knowledge and applicable expertise, as well as their ability to apply that expertise in a planning document. Our collective expertise and availability will ensure that we meet the City's schedule, budget and expected quality of deliverables.

A summary of the key staff members' roles for this project is provided below, followed by an organizational chart that illustrates the additional depth of resources available to assist on this project.

Ron Leaf, PE | Principal-In-Charge

Ron will be involved in all aspects of the planning process and will directly oversee development of the plan. He will attend meetings with City staff and be a key point of contact for developing details for meeting schedules and City Committee presentations. Having worked with the City in 2013, Ron understands the goals for the project and how to use the tools available to achieve those goals efficiently.



Rebecca Nestingen, PE, CFM | Lead Water Resources Engineer

Rebecca will be the primary staff person responsible for coordinating updates to the plan contents as well as working with City staff and agencies to identify new or innovative stormwater management approaches. Rebecca will bring a fresh perspective to this plan update, having recently worked on several innovative BMP designs including the Target Field Station Water Reuse System and the Tartan Crossing Regional Infiltration Basin in Oakdale. She will also be involved in team meetings with City staff and coordination with watershed organizations and Met Council.



Dan Cazanacli, PE | Flood Area Assessments

Dan will serve as the lead for reviewing and interpreting model results for use in confirming known problems areas and identifying potential drainage improvement areas – considering the new Atlas 14 rainfall depths will result in higher 100-year peak water levels on basins throughout the City.



Jake Macholl | Water Quality Scientist

Jake's role will be to focus on reviewing lake water quality data and trends, and to make recommendations on any updates to the goals and policies listed in the current plan. Jake will work closely with City staff in identifying innovative and cost-effective approaches to maintain and improve in-lake water quality.



Deric Deuschle | Natural Resource Scientist/Aquatic Biologist

Deric's role will be to focus on reviewing the current plan and making any recommendations for updates related to wetlands, buffers and natural resources policies and ordinances.



Mark Lobermeier, PE | Client Service Manager

As client service manager, Mark will play a small but important role in the plan update. Mark's responsibility will be to ensure that adequate resources are available to deliver the plan components on schedule as well as bringing his past experience and historical knowledge of Roseville's surface water system.



Dan Carlson | GIS Database Lead

Dan will be responsible for coordinating the integration of the GIS data into a usable format, whether through static maps or an interactive web-based platform.



Emily Steinweg, EI | Water Resources Engineer

Emily will assist in preparation of all aspects of the plan.



TEAM ORGANIZATIONAL CHART

City of Roseville Stormwater Team

Ryan Johnson, PE

SEH Client Service Manager

Mark Lobermeier, PE

SEH Principal-in-Charge

Ron Leaf, PE

SEH Lead Water

Resources Engineer

Rebecca Nestingen, PE, CFM

TECHNICAL STANDARDS REVIEW

Stormwater Management Standards

Rebecca Nestingen, PE, CFM

Floodplain Standards

Dan Cazanacli, PE

Lake Water Quality Goals

Jake Macholl

Wetlands

Deric Deuschle, PWS, CWD

PLAN PRODUCTION/PUBLIC INVOLVEMENT/APPROVALS

Goals and Policies, CIP and Review Process Coordination

Rebecca Nestingen, PE, CFM
Emily Steinweg, EIT

NPDES MS4 and Watershed Coordination

Ron Leaf, PE

GIS Integration

Dan Carlson

Proposed Work Plan

Proposed Work Plan

Project Understanding

Roseville has a demonstrated history of being on the front edge of stormwater management. The City developed a comprehensive storm sewer plan in the 1970s. In the mid 1980s, Roseville developed a comprehensive surface water management plan that included complete flood routing of more than 100 ponds and wetlands in response to local requirements of the Watershed Management Act of 1982. Roseville implemented the state's first stormwater utility in the early 1980s, and developed a joint powers agreement with Shoreview to manage stormwater in the Grass Lake Watershed, which is now part of the Ramsey-Washington-Metro Watershed District.

A multitude of plans, studies and models have been developed since the City's 1990 plan, including a recent update to the plan in 2013. Wetland rules and regulations were developed and adopted in accordance with the Wetland Conservation Act and the Federal Clean Water Act. MS4 stormwater permit rules and total maximum daily load (TMDL) studies have been developed. A wide range of Green Infrastructure techniques are now being considered and implemented, including water reuse systems and iron enhanced filters. Best Management Practices (BMPs) are now targeted at infiltration and volume control versus detention and rate control. SEH understands this history in Roseville and will continue to work together with the City to stay on the front edge of stormwater management.

The updated Plan we help you create will serve as a functional and highly effective **tool** that you will use to carry out your successful surface water management program. With the tool in hand, either in printed format or more often through the click of a mouse, the City will have a comprehensive and multi-purpose tool that documents past successes, guides future decisions, identifies a range of water resources improvement projects and activities to be implemented, and prioritizes and informs annual budgeting.

While the City intends to complete an update to its current Plan in February 2017 to meet State Rules 8410 and watershed district requirements, the true value of the Plan is realized through the direction it sets, the goals it helps you achieve and the efficiencies it creates in helping you to implement your program in the years ahead. This effort must result in an outcome-based plan that sets the measurable goals for water resources within the City and establishes the general framework towards achieving those goals. It's not about the number of projects you implement, it's about the results a given project will achieve in terms of water resources protection or drainage improvements.

Project Approach

Our approach to this project has two equally important components:

1. **How we will collaborate with City staff** - We understand that the City is looking for a project partner that will be responsible for preparing this Plan update. Our commitment is to function seamlessly as an extension of Roseville staff to ensure that the Plan update meets the required state and local water agency requirements, and at the same time is consistent with the City's values, goals and policies. We will facilitate the update

Key topic areas to review with staff and committees:

- Obtaining meaningful public involvement
- Reviewing flooding issues, especially in the McCarrons, Cleveland and Willow Pond areas
- How does climate resiliency fit into this plan?
- Incorporating projects identified in the RWMWD, CRWD and RCWD Plan
- Connection to the overall Comprehensive Plan
- Removing barriers to new and innovative approaches

tool

noun \tül\ : a device or implement, especially one held in the hand, used to carry out a particular function.

with the City's staff from Public Works and seek input from staff in other departments, including Community Development, Parks & Recreation, and Finance. Understanding the desired outcomes of each department that plays a role in surface water management will help us develop a tool that positions the City to achieve your desired outcome.

Our approach is to have Ron Leaf and Rebecca Nestingen as our key staff who will essentially co-lead this work. Both have worked on a number of local surface water management plan updates, including Roseville's most recent plan update. Ron will serve as the overall project manager, responsible for keeping the project on time and within budget. Rebecca will lead the day-to-day plan development process and brings her technical expertise in water quality and volume control standards to the team. This co-lead team approach gives you the greater value, as it positions our team to better hear and interpret input, to be more responsive to requests, and to complete the work on time within budget.

2. **Our proposed scope of work for each of the tasks outlined in the request for proposals (RFP)** - The second aspect of our approach is to keep the "end in mind" as we work through each task. This Plan will be more than a planning document; it will be a multi-purpose tool guiding implementation. The update to the Plan will identify the unresolved issues as well as new emerging issues, consolidate into one document the issues identified by the watershed district plans that are applicable to Roseville, and incorporate new and innovative ideas. The following pages provide more detail on the second part of our approach, the "what we will do" or scope of work for each of the tasks identified in the RFP.

Project Tasks

Task 1: Coordination with City Staff and Review Agencies

Our team's primary objective at the kick-off meeting will be to hear from City staff what about defines a successful project and to clearly define the specific desired outcomes of the Plan update. This meeting will also include refinement of the project schedule with strategic interim deliverable deadlines and will begin to fine-tune the details of the public involvement approach.

Based on our past experience on local comprehensive surface water management plans, we have developed a strategy that involves collaboration with review agencies at the onset of the project. The objective of the early involvement with a representative from each of the three local watershed districts and the Metropolitan Council is to clarify local watershed rules and their plan requirements for the City's Comprehensive Surface Water Management Plan (CSWMP). The SEH team has found that a matrix of the federal, state and local watershed rules is valuable for complying with the standards and plan content requirements of each agency and developing City updates from this common base.

One example of how we will approach the agency coordination will be to further align the water resources CIP to other City projects such as street reconstruction projects or Park improvement projects. While this approach was discussed extensively during the 2012-2013 planning process, we believe we can help Roseville take this to the next level as we have done in the following examples:



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- **Edina** – for two recent street reconstruction project areas, we completed a study of the area and worked directly with watershed staff to identify what types of BMPs and treatment levels would help meet their goals and be eligible for cost share funding. The results were BMPs including under-road infiltration chambers, PaveDrain porous pavement on an entire street for the first project, and more than 20 tree trenches on the second.
- **St. Paul** – working directly with the local watershed, we coordinated a regional treatment iron enhanced sand filter bench on an existing pond system to meet treatment needs of project.
- **Burnsville** – for the past five years, we have been completing an XP-SWMM hydraulic analysis of the storm sewer system capacity of local street areas in the year before the City begins plans for the project to identify any necessary upgrades.
- **Forest Lake** - we are currently completing a feasibility study of potential BMP locations for the watershed and in close coordination with the City. The report will be used to apply for a grant in 2016 with the intent to complete the construction in 2018, pending a successful grant award.

The approach is similar in all cases: to budget for and complete a stormwater-focused study of a future street reconstruction or improvement project in the year or two prior to the planned project. This sets the stage for more innovative approaches and opens the door to potential funding at the watershed and state levels.

Task 2: Understand the City's Current Surface Water Management Plan

Based on our project team's history with the City's most recent 2013 plan update, SEH is uniquely qualified to provide an unparalleled understanding of the current CSWMP and past City issues. While some may see our team's familiarity with the current plan as a hindrance to adopting changes, we fully embrace working with individuals who bring a fresh perspective and support new and innovative ideas and solutions.

SEH will be able to hit the ground running based on our recent planning experience and knowledge gained in the development of the 2013 CSWMP. We can deliver the **best value** by building upon our previous work with the 2013 CSWMP and focusing our efforts on updating the plan with the most recent mapping data, such as current land use, floodplain boundaries and impaired waters, and incorporating the most recent capital improvement projects, new flooding issue areas and new studies completed since 2013.

Our strategy to evaluate and incorporate existing modeling data is not to complete modeling updates throughout the entire City, but rather to work with City staff to identify detailed modeling efforts that could occur as an amendment to this scope in problem areas and/or future street improvement areas. The potential detailed modeling efforts in specific areas are typically of greater value in evaluating potential improvements and solutions than city-wide, regional sub-watershed modeling efforts.

In Burnsville, for example, as part of our overall citywide XP-SWMM model update, the City has identified a dozen or so specific areas that will need more

The approach is similar in all cases: to budget for and complete a stormwater-focused study of a future street reconstruction or improvement project in the year or two prior to the planned project.

detail analysis. The approach we are taking is to complete a detailed analysis of the highest priority areas as part of the WRMP Update in 2016, and then to program the remaining areas into the CIP based on the severity of the problem and each area's alignment to a future street reconstruction project.

Task 3: Facilitation of an Effective and Meaningful Public Involvement Process

At the onset of the project, Ron and Rebecca will work with the City to fine-tune the details of the public involvement approach – including audiences, messages, venues, tools and schedule. This effort will include finalizing the strategy for public input and involvement. Public involvement throughout the planning process will build community support for plan goals and plan implementation.

Key points in a successful public involvement program include:

- Starting the public involvement process early, and clearly identifying the purpose and need of each activity
- Establishing an environment of respect and trust that promotes effective exchange of ideas, concerns, goals, objectives and priorities
- Presenting options with corresponding costs and schedules that respond to public feedback and encourage dialogue
- Demonstrating that the implementation plan reflects the concerns and ideas of stakeholders and the needs of the City

There are multiple stakeholders for the CSWMP including agencies, businesses, citizens, lake associations, commissions, council, developers and City staff. Based on our experience, SEH knows that a comprehensive public involvement strategy is instrumental to engaging key project stakeholders early on in the process. The RFP indicates that the interface with the public-at-large should be assumed to occur through up to three meetings with the City's Public Works, Environment and Transportation Commission (PWETC). SEH will fully staff each meeting, provide necessary exhibits/presentations, and coordinate the gathering and summary of stakeholder comments. In addition to the three PWETC meetings, we will schedule and facilitate up to three meetings with a Technical Advisory Panel (TAP) comprised of the City staff and watershed district representatives.

One of the added value items that Ron and Rebecca bring to the team is the connection to the 2012-2013 Update and the detailed discussions with members of the PWETC throughout that planning process. At the first meeting in 2016, we propose to start with an overview of the key issues and topics raised by the previous committee and to highlight where these issues are addressed in the current plan. This background will set the stage for the group to focus efforts on ideas they have for new and innovative surface water management opportunities and how to implement them efficiently and cost-effectively. The 2012-2013 committee spent significant, yet valuable, time and effort reviewing and discussing goals and policies to get them to reflect the current state of stormwater management approaches and to be flexible enough to not limit future innovation. We see the 2016 group to be a great resource for refining the policy specifics to implement and fund surface water improvements for at least the next 10 years.



Rain garden being constructed in Rosewood Neighborhood

The public meetings with PWETC are valuable; however, as we learned in 2013, additional effort will be required to achieve truly meaningful public involvement. To achieve this, SEH will develop and facilitate a public involvement strategy with input from City staff. While traditional public meetings have been utilized in the past, many people are too busy to attend and their input is still vital. We will use a variety of methods to inform and engage individuals and will tailor a program that fits the needs of the project. We propose to integrate the public involvement efforts for the CSWMP update with that of the Comprehensive Plan to engage a broader audience and to consider the following tools for engagement:

- Develop a web presence to provide project information and solicit project input (City website or project website)
- Capitalize on the “Speak Up Roseville” online engagement tool to encourage discussions and solicit feedback
- Use the “City News” newsletter to publish project information
- Determine how social media can be used to disseminate information and gather input

Task 4: Goal Setting, Policies, Implementation Plan and Priorities

Goals and policies established in local plans are typically developed in accordance with Minnesota Rules 8410, the specific requirements of the Metropolitan Council and the standards of the three local watersheds. After our initial meetings to clearly define desired outcomes and regulatory requirements for plan approval, Rebecca and Ron will work with City staff to begin reviewing goals, policies and standards, known problem areas and planned improvements. During this process we will also provide a review of the engineering standards and permit requirements for consistency with watershed district standards to provide more streamlined project reviews and improving customer service.

Before adopting the often generic and non-community-specific goals and policies that will ultimately yield an implementation plan, we will solicit input regarding goal and policy updates and establish priorities. Once the goals and policies are established and prioritized, we can identify plan-specific implementation activities that support the City’s goals and policies. By establishing implementation activities using this top-down approach, our team can tie each implementation activity identified to the corresponding plan goal(s) it supports. Each of the major plan objectives will have leading and lagging performance measures that will be used to report plan implementation and results as well as estimated costs, resources, and potential financing mechanisms.



*Aladdin Street Bioinfiltration Basin Retrofit
(Photo Source: Ramsey Conservation District)*

Task 5: Development of Draft and Final Plan Document Deliverables

Much of the background information contained in the plan sections relating to land and water resources inventory, goals and policies, and the issues assessment sections is in good standing and will simply be updated to reflect new ideas and information. The implementation program section will need additional work to ensure consistency with the watershed district plan updates and emerging issues in the past few years. We will complete an initial review of the entire document with track changes and add comments where input from specific staff or discussions with the TAC are needed to clarify and update the contents.

Most plans are delivered today as an electronic document that is posted on a city's web site. This type of plan may be traditional but it likely is not responsive to the post-planning needs of City staff or the public. Creating a truly interactive plan version was one of the final steps planned during our work on the 2013 plan update, but this was put on hold at the request of the City to allow the City's overall IT system updates to be completed. In addition to updating the required content and weaving new and innovative stormwater management approaches into the plan, our team will set the Plan apart by delivering a more interactive format to make it more available and accessible to today's public and development community. More details regarding the development of an interactive plan version can be found in the following Project Tasks section.

Task 6: Follow-Through on Approvals

SEH understands that short-term responsiveness involves developing a plan that delivers the specific goals of the community while meeting the regulatory requirements of the Metropolitan Council and the three watersheds that overlay the City. There are no special tools or approaches for the short-term aspect of plan approval. We will assemble all comments, develop a response to comments document, amend the plan as necessary to receive approval and then produce the final planning document.

We propose to attend the watershed approval meetings as needed. It has been our experience that the upfront work to coordinate required plan contents with watershed staff results in a mere formality of approval of the local plans by the watersheds. That said, it may be advantageous to attend the watershed meetings to demonstrate the desire of the City to continue to work with the watersheds in a cooperative manner, discuss some of the plan implementation projects that will benefit both the City and watershed, and plant the seed for grant funding discussions on future projects. In this way, the plan approval step is really the first step towards implementing the actions established within the plan.



*William Street Pond
(Photo Source: Ramsey Conservation District)*

Project Tasks

Project Tasks

The following task hour budget summarizes our estimated level of effort for each of the major task categories identified in the RFP. A preliminary project schedule is also provided that shows the general sequence of work we will follow to complete the City approval by February 2017. As noted in the schedule, we will discuss the details of how the City approval process may be adjusted to account for the Rice Creek Watershed District (RCWD) schedule at the kick-off meeting. Options are to request that RCWD review and approve the plan prior to February 2017, or to wait for Council adoption of the plan until after RCWD approves the plan.

Deliverables for this project include all electronic files used in development of planning document. This includes all GIS files, Microsoft Word and Excel files, photos and graphics used in the plan and any open house story boards, etc. SEH will deliver all files electronically to the City. The primary deliverable will be the final version of the CSWMP. Our scope of work and fee estimate assumes we will deliver the document in a format that allows for easy posting on the City's website in pdf format with static maps similar to what the current version provides and what most other municipalities have for their plans.

We are proposing two additional services to discuss further with the City during final contracting to enhance the format of the final plan deliverable:

- Creating a truly interactive plan version utilizing a web-based format. An example plan is found in [this Stormwater Management Guidance Manual](#) from Philadelphia, which is very well done in an easily navigable and searchable web-based format. Platforms such as WordPress and SquareSpace are utilized to develop responsive web designs which are easily navigable on a wide range of devices – from desktops to mobile phones. The estimated cost of this additional effort is on the order of \$4,000 to \$5,000.
- Incorporating interactive map-based elements. An example of this is [this San Francisco green infrastructure map](#) which would be a great and unique way to highlight the completed improvement projects located throughout the City. The City of Boulder has used interactive maps extensively for their [Comprehensive Plan](#) to create an engaging and informative tool that goes beyond static maps. A similar approach could be followed for the Surface Water Management Plan, including map layers for the City of Roseville's drainage and conveyance system, wetlands and surface waters, land use, and watershed boundaries. Two additional examples with surface water and stormwater relevant interactive map layers include [King County](#) and [Philadelphia](#). The estimated cost of this additional effort is on the order of \$3,000 to \$4,000.

In 2013, the CSWMP Update was approximately \$18,000 under budget, so our team's thought was to use at least a portion of that to develop web-based and/or map-based interactive plan versions. We are eager to learn more about how the recent IT system improvements will provide a platform for the 2017 Plan update, and we look forward to working with staff to deliver an interactive plan format that will set the Plan apart by being more accessible to today's public and development community.

In 2013, the CSWMP Update was approximately \$18,000 under budget, so our team's thought was to use at least a portion of that to develop web-based and/or map-based interactive plan versions.

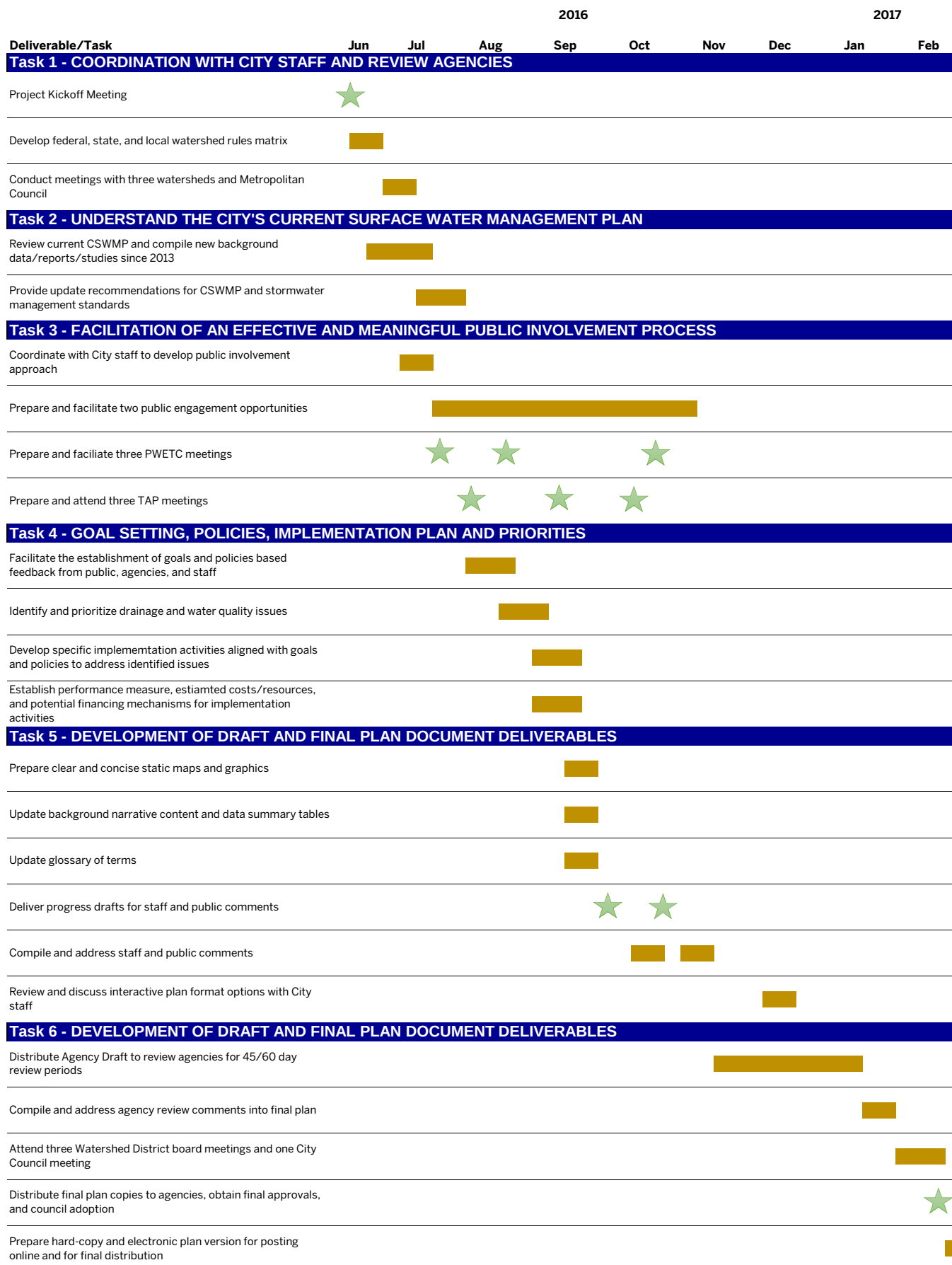
City of Roseville, Minnesota

Comprehensive Surface Water Management Plan Update

Key Staff Estimated Hours



Project Tasks / Work Items	Nesting	Macholl/ Deuschle/ Steinweg	Leaf/ Cazanacli	Carlson		
	Lead Project Engineer (PE)	Water Resources Engineer/ Scientist	Sr. Water Resources Engineer (PE)	GIS Analyst	Word Processor/Gr aphic Designer	Total Staff Hours
Task 1 - COORDINATION WITH CITY STAFF AND REVIEW AGENCIES						
1 Project Kickoff Meeting	4		2			6
2 Develop federal, state, and local watershed rules matrix	2	16				18
3 Conduct meetings with three watersheds and Metropolitan Council	6	8				14
Task 2 - UNDERSTAND THE CITY'S CURRENT SURFACE WATER MANAGEMENT PLAN						
1 Review current CSWMP and compile new background data/reports/studies since 2013	8	16				24
2 Provide update recommendations for CSWMP and stormwater management standards	8	16	4			28
Task 3 - FACILITATION OF AN EFFECTIVE AND MEANINGFUL PUBLIC INVOLVEMENT PROCESS						
1 Coordinate with City staff to develop public involvement approach	8	2	2			12
2 Prepare and facilitate two public engagement opportunities	24	12	2			38
3 Prepare and facilitate three PWETC meetings	12	6	2			20
4 Prepare and attend three TAP meetings	12		3			15
Task 4 - GOAL SETTING, POLICIES, IMPLEMENTATION PLAN AND PRIORITIES						
1 Facilitate the establishment of goals and policies based feedback from public, agencies, and staff	8	2	2			12
2 Identify and prioritize drainage and water quality issues	8	2	2			12
3 Develop specific implementation activities aligned with goals and policies to address identified issues	16	12	2			30
4 Establish performance measure, estimated costs/resources, and potential financing mechanisms for implementation activities	16	8	4			28
Task 5 - DEVELOPMENT OF DRAFT AND FINAL PLAN DOCUMENT DELIVERABLES						
1 Prepare clear and concise static maps and graphics	16		2	12	8	38
2 Update background narrative content and data summary tables	24	16	4			44
3 Update glossary of terms		2				2
4 Deliver progress drafts for staff and public comments	2				2	4
5 Compile and address staff and public comments	16	4	2			22
6 Review and discuss interactive plan format options with City staff	2			2		4
Task 6 - FOLLOW-THROUGH ON APPROVALS						
1 Distribute Agency Draft to review agencies for 45/60 day review periods	2		1		8	11
2 Compile and address agency review comments into final plan	8		2			10
3 Attend three Watershed District board meetings and one City Council meeting	6					6
4 Distribute final plan copies to agencies, obtain final approvals, and council adoption	4				2	6
5 Prepare hard-copy and electronic plan version for posting online and for final distribution	8		1		8	17
Estimated Total Hours Per Staff Category	220	122	37	14	28	421
Total Labor						
Estimated Total Labor and Expenses						



Experience and Qualifications

Experience and Qualifications

SEH's recent project experience includes local stormwater management plan updates along with extensive modeling and other relevant projects. Our capabilities encompass each deliverable of the process. The following section provides an overview of some of our recent and similar projects. For qualifications, see consultant team key staff and resume sections.

Planning Experience

2013 Comprehensive Surface Water Management Plan Update – City of Roseville, Minn.

Ron and Rebecca were the two primary staff on this project that required a series of meetings with the City's Public Works, Environmental and Transportation Commission to develop major themes for the plan, develop draft goals and policies, and finalize the plan. A draft plan was also reviewed with the City's Parks and Recreation Commission and at a public open house to gather input on issues throughout the City. Key deliverables of the plan included updated goals and policies, including a specific section on sustainability; an assessment of ongoing issues and recognition of past successes; and a prioritized 10-year implementation program that identifies program activities and improvements, including a future city-wide model update.

Surface Water Management Plan Update – City of Chanhassen, Minn.

Ron served as project manager for coordinating this comprehensive plan update that included a citywide hydrologic model update; completion of Minnesota Routine Assessment Method wetland assessments and GIS-mapping for more than 385 wetlands, 85 ponds and several lake and stream corridor features; field survey of invert and locations of more than 6,000 storm sewer structures; creation of a fully GIS-based database for these data; updating lake management recommendations; and developing goals and policies through the City's Task Force. Dan Carlson was a key resource during establishment of the GIS storm system database.

Surface Water Management Plan Update – City of Shoreview, Minn.

Ron served as project manager for updating the City's 1990 plan. The update focuses on National Pollutant Discharge Elimination System (NPDES) Phase II program requirements, hydrologic modeling updating wetland inventory, and addressing the goals and policies of two local Watershed Management Organizations. Another key aspect of the project was creating an electronic web-based version of the plan as the primary format.

Surface Water Management Plan Update – City of White Bear Lake, Minn.

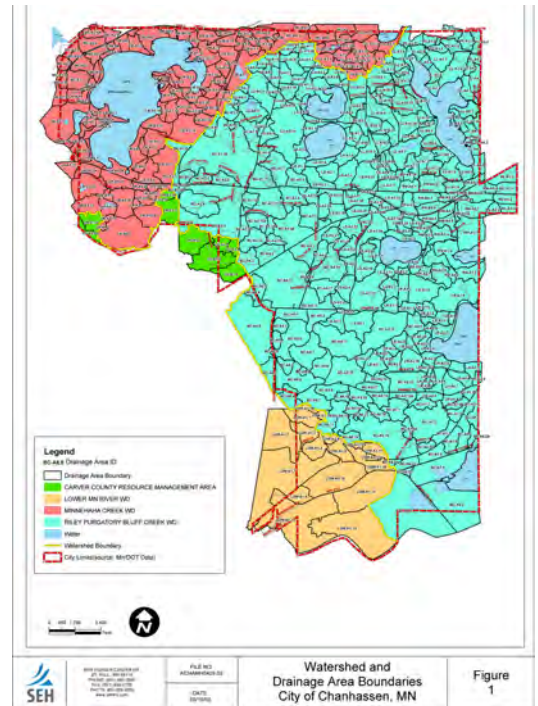
Ron and Rebecca were the two key staff responsible for updating the overall Plan, which is currently in process. Key deliverables include an update to the volume control requirements and standards, creating a section that highlights past successful projects throughout the City, and prioritizing capital improvements. Chris Larson was consulted for his expertise and input on the surface water-groundwater interaction issues that have been a hot topic in the area for several years.

Surface Water Management Plan Update – City of Oakdale, Minn.

Key deliverables were an update to the city-wide hydrologic model and incorporating the volume control requirements of the three watershed districts (Ramsey Washington Metro Watershed District, Valley Branch Watershed District, and South Washington Watershed District). One of the CIP items created after the plan was completed was a GIS-based database of model results for incorporation into the City's asset management system. Ron and Dan Carlson were key staff on this project.

Surface Water Management Plan Update – City of Vadnais Heights, Minn.

Key deliverables for this SWMP included an update to the City's volume control requirements of the three watershed districts (Ramsey Washington Metro Watershed District, Valley Branch Watershed District, and South Washington Watershed District). One of the CIP items created after the plan was completed was a GIS-based database of model results for incorporation into the City's asset management system. Ron and Dan Carlson were key staff on this project.



Surface Water Management Plan Update and Non-Degradation Analysis – City of Maplewood, Minn.

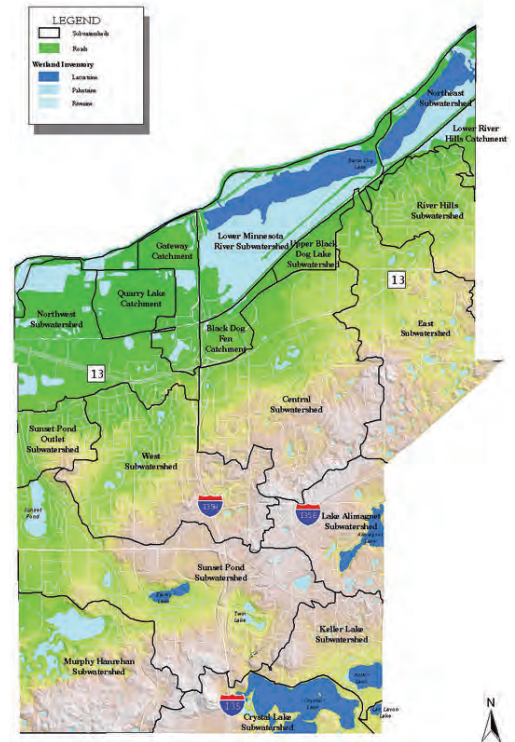
Ron served as project manager for updating the overall Plan and Dan Cazanacli was the lead technical resource for preparing the non-degradation analysis. Two of the key deliverables were formal establishment of the volume control requirements they have been implementing since 2003 and incorporation of the recommendations of the non-degradation analysis. Both efforts included coordination with three watershed districts (Ramsey Washington Metro Watershed District, Capital Region Watershed District and Valley Branch Watershed District).

Second Generation Water Resources Management Plan – Burnsville, Minn.

This Plan included update of the city-wide hydrologic model and provides consistency with the City's Comprehensive Plan. It also established a 15-year, \$25 million CIP for addressing goals and activities of more than 24 implementation topics. The Plan fulfills much of MPCA's NPDES Phase II permit program requirements.

Kinnickinnic River Watershed Management Plan - River Falls, Wis.

This effort was a comprehensive water quality and hydrologic study of 64 square miles tributary area to the Kinnickinnic River – one of the Midwest's highest quality trout waters. The Plan addressed the impacts of urban runoff and included thermal monitoring, water quality monitoring, modeling of urban runoff and ground water assessment. The implementation plan was designed to accommodate development while protecting the cold-water resource from the thermal and total suspended solids influence of runoff. Engineering standards and developer guidelines focused on mimicking 12% impervious through land use controls and infiltration practices.



Best Management Practices and Special Studies

Target Field Station Water Reuse – Hennepin County, Minn.

The Target Field Station Stormwater Reuse System is an innovative stormwater collection system that captures snowmelt and stormwater runoff from the upper level plazas, green roofs and light rail station bridge. The stormwater is collected in large cisterns that can provide up to 40,000 gallons of storage. From there, the stormwater is routed to the Hennepin Energy Recovery Center (HERC), a nearby waste-to-energy facility that burns municipal waste to generate energy. The HERC treats the stormwater and uses it in a variety of industrial processes. In total, the stormwater system will direct approximately one million gallons of stormwater runoff per year to the HERC facility, which reduces the facility's overall demand on the municipal water supply.

Grand Round Wheelock Pond Iron Enhanced Sand Filter Bench – St. Paul, Minn.

This pond retrofit project included designing an iron enhanced sand filter bench into an existing stormwater pond to provide treatment for new impervious created by proposed regional trail and street improvements. This site was somewhat unique in that the retrofit treated water completely off-site form the immediate project area since the location had the ability to treat a much larger contributing area. Challenges on this project included defining what hydraulic conductivity was to be used given conflicts in what the Minnesota Stormwater Manual (MPCA Manual) said versus what we found in a literature review and some other local designs. Ultimately, the watershed agreed with our findings that the rates in the MPCA Manual were substantially lower than desired.

Edina Arden Park Streets and Morningside Streets – Edina, Minn.

For these two recent street reconstruction project areas, we completed a study of the area and worked directly with watershed staff to identify what types of BMPs and treatment levels would help meet their goals and be eligible for cost-share funding.



The results were BMPs that included an under-road infiltration chamber system with more than 200 lineal ft. of off-line large diameter perforated pipe placed in a sand envelope; a full cul-de-sac section of street using PaveDrain porous pavement; and more than 20 tree trenches scattered in strategic locations throughout a four-block area. All of these systems were above and beyond what was required by the watershed rules and received cost-share funding from the watershed.

Lions Park Natural Park Design and Stormwater Treatment Systems – City of Maplewood, Minn.

SEH's team of engineers and landscape architects worked closely with City parks, engineering, and natural resources staff to obtain input from residents during the master planning phase, through the final construction punch list completion. The improvements were needed to eliminate a nuisance drainage problem that left the park unusable after small rainfall events and to upgrade the park to more modern play facilities. The result is a natural based layout of biofiltration basins and active play areas that combines traditional play equipment and more natural play areas that allow interaction with the stormwater treatment system. The project was a win-win for parks and engineering, as the treatment credit obtained provides more than enough credit to meet the needs of future street reconstruction work in the drainage area.

Local Experience

St. Croix Storm Sewer Lift Station – Roseville, Minn.

Roseville retained SEH for the design of the new St. Croix stormwater lift station. The lift station is located at Terminal Road and Fulham Street and pumps from two stormwater ponds connected by two 5 ft. x 4 ft. box culverts. The St. Croix station had two pumps, one with a 125 HP motor and another with a 250 HP motor. The design will include new electrical components located out of the 100-year flood plain, replacement of the 36 in. force main, and new pumps with VFDs. SEH created an XP-SWMM model to size the pumps and analyze flooding at the ponds and downstream. The final design includes two 200 HP pumps with VFD's, new electrical controls and instrumentation, permanent standby generator, pond bottom erosion improvements, inlet freezing mitigation and site improvements.



County Road C Storm System Analysis and Design – Ramsey County, Minn.

XP-SWMM storm sewer modeling and design of proposed stormwater ponding areas along the road corridor. The project incorporated water quality treatment and flood storage capacity beyond the needs of the County Road C requirements to help address goals of the City of Roseville.

Water Quality Rulemaking Study – Capitol Region Watershed District

Evaluation of stormwater treatment options for three hypothetical sites within the highly urban area of the CRWD. SEH was one of four teams looking at the feasibility of meeting various standards that were being considered by the watershed. The study supported the District's volume control standards.

Ladyslipper Park Improvements – Roseville, Minn.

SEH evaluated several alternatives to provide stormwater treatment for the adjacent street and residential area. The project also included an analysis that looked at options for improving channel conditions for canoe access, evaluating the maintenance and permitting needs, and accounting for wetland impacts and mitigation needs. A stormwater hydraulic modeling and treatment system analysis was completed to determine the level of pollutant removal for the various options

Lake Survey Project – Grass Lake Water Management Organization

Our team developed bathymetric mapping of portions of Lake Owasso and Lake Wabasso in Roseville and Shoreview. We used the P 8 Urban Catchment Model to evaluate the use of urban Best Management Practices to reduce sediment loading to the lakes.

Fees (Attachment B)

RESPONDENT PROPOSAL

The City of Roseville will review and evaluate each proposal, and selection will be made based on the items listed below. The firms submitting proposals shall include statements on the following items as a part of their proposal:

Project Scope Understanding:

Describe the approach that will be used to complete each of the tasks listed in RFP section IIC. Scope of Services. List all assumptions, City Responsibilities, Consultant Responsibilities, and Consultant Deliverables. (3 pages)

Fees:

Based on the scope of services shown in section IIC of this RFP, provide the total estimated fees in the following table format. (Please attach fee schedule)

Labor costs shall be proposed on an hourly basis. Labor costs and expenses shall be identified and subtotaled for each Major category. Total costs shall be proposed on a not-to-exceed basis.

Scope of Services Major Categories <i>Show all individual tasks broken out under each category.</i>	Position responsible <i>(add columns as needed)</i>	Total Hours	Total Fee
Coordination with City Staff and Reviewing Agencies	See Page 11	38	\$3,800
Understand the City's Current Surface Water Management Plan	See Page 11	52	\$5,200
Effective and Meaningful Public Involvement Process	See Page 11	85	\$9,400
Goal Setting, Policies, Implementation Plan and Priorities	See Page 11	82	\$9,000
Development of Draft & Final Plan	See Page 11	114	\$12,600
Follow-Through on Approvals	See Page 11	50	\$5,000
Total Not to Exceed Cost:	NA	NA	\$45,100
Reimbursable expenses:	NA	NA	\$400

Schedule:

Provide schedule for completion of CSWMP (See Page 12)

SEH HOURLY BILLABLE RATE RANGE

Classification - Office Staff	Billable Rate ⁽¹⁾
Principal	\$155.00 - \$240.00
Project Manager	\$120.00 - \$215.00
Senior Project Specialist	\$140.00 - \$195.00
Senior Project Engineer	\$125.00 - \$200.00
Project Engineer	\$100.00 - \$160.00
Staff Engineer	\$75.00 - \$120.00
Senior Project Architect	\$125.00 - \$195.00
Project Architect	\$95.00 - \$140.00
Staff Architect	\$75.00 - \$115.00
Senior Project Scientist	\$120.00 - \$160.00
Project Scientist	\$70.00 - \$115.00
Staff Scientist	\$60.00 - \$90.00
Senior Project Planner	\$125.00 - \$190.00
Project Planner	\$90.00 - \$135.00
Staff Planner	\$70.00 - \$90.00
Project GIS Analyst	\$70.00 - \$140.00
Lead Technician	\$90.00 - \$150.00
Senior Technician	\$75.00 - \$130.00
Technician	\$65.00 - \$100.00
Word Processor	\$55.00 - \$90.00
General Clerical	\$55.00 - \$90.00
Graphic Designers	\$80.00 - \$100.00

Classification - Field Staff	Billable Rate ⁽¹⁾
Licensed Land Surveyor	\$100.00 - \$140.00
Lead Project Representative	\$90.00 - \$150.00
Sr. Project Representative	\$75.00 - \$125.00
Project Representative	\$65.00 - \$115.00
Survey Crew Chief	\$80.00 - \$115.00
Survey Instrument Operator	\$60.00 - \$90.00

⁽¹⁾ The actual rate charged is dependent upon the hourly rate of the employee assigned to the project.

The rates shown are subject to change.

Effective: January 1, 2016

Expires: December 31, 2016

Resumes

Ronald B. Leaf PE

Principal/Project Manager/Sr. Water Resources Engineer

Ron is responsible for managing a variety of water resources projects and has extensive experience on stormwater pond and storm sewer system design, comprehensive surface water management planning, flood studies and mapping, stormwater ordinances, NPDES permitting, stormwater low-impact development practices, and infiltration practices. Ron previously worked for the Minnesota Pollution Control Agency (MPCA), responsible for coordinating revisions to the State's water quality rules, providing legislative testimony on implementation of water quality programs, and developing engineering standards for storage structures and treatment systems. Ron is also experienced in managing projects that require coordinating the goals and efforts of multiple public, private, and government interests.

EXPERIENCE

Surface Water Management Plans for the following Minnesota communities:

- Arden Hills
- Burnsville
- Chanhassen
- Long Lake
- Maplewood.
- Oakdale
- Shoreview
- Vadnais Heights
- White Bear Lake

Comprehensive Surface Water Management Plan – Roseville, Minn.

Ron served as project manager on this project that required a series of meetings with the City's Public Works, Environmental and Transportation Commission (the Roseville commission charged with surface water management) to develop major themes for the plan, developing draft goals and policies and finalizing the plan. A draft plan was also reviewed with the City's Parks and Recreation Commission and at a Public Open House to gather input on issues throughout the City.

Marquette and 2nd Avenues Transitway – Minneapolis, Minn.

Served as the senior water resources engineer on the design to reduce stormwater run-off and protect the Mississippi River as well as increase the growth of healthy trees. Pervious pavers were used along with Silva-cells to provide a water quality treatment filter and room for root growth.

Ladyslipper Park Improvements – Roseville, Minn.

Ron was the lead water resources engineer working on this project that evaluated several alternatives to provide stormwater treatment for the adjacent street and residential area. Our analysis looked at options for improving channel conditions for canoe access, evaluating the maintenance and permitting needs and wetland impacts and mitigation needs. Ron led the stormwater hydraulic modeling and treatment system analysis to determine the level of pollutant removal for the various options.

Geranium Street Park Porous Pavement – Maplewood, Minn.

Lead water resource engineer responsible for designing several rainwater gardens, an infiltration basin with a porous dam and a porous pavement parking lot in the adjacent park.

County Road C Storm System Analysis and Design – Ramsey County, Minn.

Lead water resources engineer responsible for providing quality assurance/quality control review for XP SWMM storm sewer modeling and design of proposed stormwater ponding areas along the road corridor. The project incorporated water quality treatment and flood storage capacity beyond the needs of the County Road C requirements to help address goals of the City of Roseville.



EDUCATION

Master of Science
Agricultural Engineering
Minor: Civil Engineering
University of Minnesota
Minneapolis

Bachelor of Science
Agricultural Engineering
University of Minnesota
Minneapolis

CONTINUING EDUCATION

Annual Water Resources
Conference

Designing and Evaluating
Low Impact Developments
Workshop

Annual Minnesota Erosion
Control Association Conference

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer in
Minnesota (#24411, 1996)

PROFESSIONAL ASSOCIATIONS

American Public Works
Association (APWA), Member

MPWA Sustainability and
Environmental Committee

Association of State Flood Plain
Managers, Corporate Member

Water Resources Conference
Planning Committee

Alpha Epsilon, Honor Society
of Agricultural Engineering,
Member

Minnesota Erosion Control
Association, Member

Rebecca S. Nestingen PE, CFM

Lead Project Manager/Water Resources Engineer

Ms. Nestingen is a professional engineer with experience in hydrology, hydraulics, and the management of stormwater. Rebecca has worked on hydrologic and hydraulic design of storm sewer systems, culverts and bridges, has completed Surface Water Management Plans (SWMPs) and drainage/water quality studies, and has designed stormwater management best management practices (BMPs). Rebecca's Master of Science work focused on assessing the infiltration characteristics of rain gardens in various settings and developing infiltration measurement techniques. Rebecca was also a contributor to the Minnesota BMPs assessment manual.

EXPERIENCE

Comprehensive Surface Water Management Plan – Roseville, Minn.

Rebecca served as the lead water resources engineer on this project that required a series of meetings with the City's Public Works, Environmental and Transportation Commission (the Roseville commission charged with surface water management) to develop major themes for the plan, developing draft goals and policies and finalizing the plan. A draft plan was also reviewed with the City's Parks and Recreation Commission and at a Public Open House to gather input on issues throughout the City.

Surface Water Management Plans – Various Minnesota Communities

Rebecca developed goals and policies, updated development standards, created plan figures, revised Capital Improvement Plans and authored plan narratives as the project engineer on multiple local surface water management plans, including the following:

- Burnsville
- Long Lake
- Maplewood
- Oakdale
- Roseville
- Vadnais Heights
- White Bear Lake (in progress)

XP-SWMM Hydraulic Studies – City of Crystal, Minn.

Hydraulic engineer for a detailed hydrologic and hydraulic analysis of an existing storm sewer system for a State Aid reconstruction projects using XPSWMM. Rebecca collected as-builts and other data necessary for the analysis. She provided technical reports to the City that discussed results of the analysis, XPSWMM Hydraulic Studies have been completed for the street reconstruction Phases 9-15.

XP-SWMM Hydraulic Studies – City of Burnsville, Minn.

Rebecca provided technical oversight, consultation, and QA/QC of the XPSWMM analysis completed of an existing storm sewer system for State Aid reconstruction projects.

Sweeney Lake Total Maximum Daily Loads Study – City of Golden Valley, Minn.

Project engineer on the Total Maximum Daily Loads (TMDL) study for Sweeney Lake which involves analyzing in-lake water quality data and the lake water quality response to nutrient load scenarios using BATHTUB model.

Lake Titlow Improvements – Gaylord, Minn.

Lead engineer and modeler on the cooperative project with the City, the Lake Titlow Improvement Association, and Minnesota State University (MSU) in Mankato. Rebecca was responsible for collecting and analyzing GIS data that will support creation of a SWAT model. The SWAT model was calibrated to monitoring data collected by MSU and was used to evaluate possible improvements in the watershed.



EDUCATION

Master of Science
Civil Engineering
University of Minnesota
Minneapolis

Bachelor of Science
Environmental Engineering
University of Wisconsin
Platteville

CONTINUING EDUCATION

Two-Dimensional Modeling
Using HEC-RAS, American
Society of Civil Engineers
(ASCE)

MIDS Calculator SuperUser
Workshop, Minnesota Pollution
Control Agency (MPCA)

GEOPAK Drainage within the
MnDOT Workflow, Isthmus
Engineering

Stormwater Management and
Flood Modeling Workshop, XP
Solutions

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer in
Minnesota

ASFPM Certified Floodplain
Manager

Design of Stormwater Pollution
Prevention Plans (SWPPP),
University of Minnesota

Emily Steinweg EIT

Project Engineer

Ms. Steinweg is a project engineer specializing in water resources and environmental engineering. For stormwater projects, Emily has analyzed and modeled flooding conditions using various softwares, investigated flood control devices, and proposed and designed solutions to mitigate flood damage. For wastewater conveyance type projects, she has performed construction management, generated preliminary engineering reports, redlined specifications, completed cost estimates, prepared for and led client meetings, as well as designed templates for field and photograph inspection reports used to report on construction progress.

EXPERIENCE

St. Croix Storm Sewer Lift Station – Roseville, Minn.

Project engineer for design of storm sewer lift station in business area to reduce the negative impacts of flooding near the station as well as downstream. Emily modeled the storm sewer system with XP-SWMM and HydroCAD to determine optimal pump size and high water levels in the system. She prepared construction documents, cost estimates, provided shop drawing review and performed other construction administration activities.

Lake Emily Management Plan – Emily, Minn.

Project engineer for hydraulic analysis of the Lake Emily, Lake Mary, and Dahler Lake system. Emily modeled the lake system with HydroCAD to determine effects of potential changes in outlet dam on Lake Emily. She analyzed shoreline conditions, culvert crossings and high and low water levels.

Jacob A. Macholl

Water Resources Scientist

Mr. Macholl is a scientist with the natural resources group and has nine years of experience in a variety of watershed and lake management, groundwater modeling, wellhead protection, and water resource assessment projects. He also provides GIS technical expertise for projects within the water, wastewater and civil fields. Jake's responsibilities include summarizing water quality and hydrologic data, developing watershed transport and groundwater flow models to interpret and forecast conditions, identifying best management practices to improve and protect water quality, providing training and support for volunteer data collection efforts, and developing and maintaining GIS databases.

EXPERIENCE

Chetek Lakes Aquatic Invasive Species Education, Prevention, and Planning (Chetek Lakes Protection Association) – Barron County, Wis.

Lake scientist for this 3,562-acre chain of shallow, highly eutrophic lakes. Jake's responsibilities include providing training and support for volunteer data collection efforts, summarizing water quality and hydrologic data to further define nutrient and hydrologic budgets, developing nutrient response models to help predict lake water quality under different levels of nutrient loads, and planning and evaluating aquatic plant management strategies.



EDUCATION

Bachelor of Science
Civil Engineering
Environmental Science
Minor: Spanish
Iowa State University
Ames

CONTINUING EDUCATION

InfoSWMM Training,
Broomfield, Colo.

HEC-RAS Training, Madison,
Wis.



EDUCATION

Master of Science
Water Resources
University of Wisconsin
Stevens Point

Bachelor of Science
Geology/Hydrogeology
University of Wisconsin
Oshkosh

CONTINUING EDUCATION

Aquatic Plant ID Training
Wisconsin Department of
Natural Resources

REGISTRATIONS/ CERTIFICATIONS

Certified Lake Manager (#14
01M, 2014), North American
Lake Management Society

Deric R. Deuschle CWD

Scientist/Aquatic Ecologist

Deric primarily provides wetland services, such as delineations, permitting, mitigation siting and design, and monitoring. He also provides experience in environmental documents including EAs, EAWs, and EISs, threatened and endangered species surveys, tree inventories, water quality analysis, aquatic invertebrate ecology, aquatic invertebrate taxonomy, stream and large river ecology, fish and wildlife studies, nutrient loading analysis, Geographic Information Systems (GIS), and Global Positioning Systems (GPS).

EXPERIENCE

Burnsville Wetland Management Plan Update – Burnsville, Minn.

Lead staff responsible for updating of the plan, including verification of functions and values assessment, digitizing of wetland boundaries on recent high resolution area photographs, incorporation of current standards and policies, drafting of ordinance language, and ensuring consistency with updated lake and surface water management plans. The plan was accepted by the Board of Water and Soil Resources and adopted into local ordinance.

Sweeney Lake Lakeshore Habitat Restoration – Minneapolis Neurology Clinic and Golden Valley, Minn.

Drafted grant application and was awarded funding from MNDNR to restore 300 ft. of Sweeney Lake shoreline from existing turf to emergent, wetland, and native prairie species. Deric worked with the contractor to design specific site requirements and a maintenance plan.

Daniel W. Carlson

GIS Specialist

Dan has 17 years of varied experience with SEH in GIS projects, data integration and automated mapping. Dan's in-house system experience includes Adobe Acrobat, ArcGIS for Desktop, ArcGIS Modelbuilder, AutoCAD Map, Cityworks Desktop, Cityworks Server, Crystal Reports, SQL Server, Access, Word, and Excel. Dan also has extensive experience incorporating GIS data with the following modeling software: InfoSWMM, InfoWATER, XPSWMM, and AutoCAD Civil 3D. His programming experience includes SQL for SQL Server, Python for ArcGIS and Windows Command Line.

EXPERIENCE

Surface Water Management Plan – City of Shoreview, Minn.

GIS specialist on the municipal environmental project. Dan was responsible for creating a GIS storm sewer dataset and containing storm sewer lines and features derived from various sources. The sources include existing CAD base and dtm, scanned plan sheets and aerial photos. An ArcView shapefile was created with pipe size and material attributes. The City requested the ability to update the shapefile using CAD. Therefore, an update procedure was created and documented to enable the storm GIS files to be imported to CAD, updated by City staff, then exported to an ArcView shapefile. This storm shapefile will be used in the analysis portion of the surface water management plan.

Surface Water Management Plan – City of Duluth, Minn.

GIS specialist on the municipal environmental project. Dan created a storm sewer map booklet using ArcMap that is currently in the draft stage. Datasets were projected to a



EDUCATION

Master of Science
Biology
University of Wisconsin
La Crosse

Bachelor of Science
Biology
Winona State University
Winona, Minn.

REGISTRATIONS/ CERTIFICATIONS

Certified Wetland delineator
(CWD), University of
Minnesota-Water Resources
Center



EDUCATION

Associate in Applied Science
Geographic Information
Systems
Alexandria Technical College
Alexandria, Minn.

Bachelor of Arts
Urban and Regional Studies
University of Minnesota
Duluth

CONTINUING EDUCATION

CITYWORKS for ArcGIS

Using Python in ArcGIS
Desktop 10

Dan A. Cazanacli PE

Senior Professional Engineer

Mr. Cazanacli has a strong background in geomorphology, water resources, and geotechnical engineering. His work often combines theoretical analysis with computer modeling. Dan's expertise also includes geotechnical design, site inspection and drainage plan reviews. He provides specialized design and guidance in three key areas: computer modeling, slope stabilizations and stormwater quality design. Dan brings a variety of engineering and hydraulic analysis software experience, including HEC-RAS, CHECK-RAS, HEC-2, XP-SWMM, GMS, HydroCAD, P8, AutoCAD, LPILE, UTEXAS, and PONDNET.

EXPERIENCE

County Road C Reconstruction, Storm Sewer Design, Roseville – Ramsey County Minn.

Water resources engineer. Dan completed storm sewer design for 1.5 miles of roadway based on Mn/DOT State-Aid guidelines. Additionally, he designed four stormwater treatment ponds and analyzed routing along roadside ditches to minimize runoff rates and maximize stormwater treatment.

Comprehensive Drainage Study – Northeast Burnsville, Minn.

Dan analyzed the performance of north Burnsville's entire drainage system using XP-SWMM software. He also identified areas likely to experience flood damage and proposed solutions for storm sewer system improvements.

Infiltration Basin Study (University of Minnesota-St. Paul) – St. Paul, Minn.

Dan was the lead modeler and design engineer on the "Sheep Pasture Diversion" study. The study consisted of a storm sewer diversion line and an infiltration basin intended to decrease runoff to an important wetland (Sarita) and improve overall stormwater quality. An XP-SWMM model was used to determine optimum balance between maximizing diverted volume and keeping peak water levels reasonably low.

Mark L. Lobermeier PE

Principal

Mark's project experience includes nearly 30 years of watershed management, comprehensive stormwater management planning, storm sewer system analysis, detention basin design, open channel design, hydraulic and hydrologic studies, flood routing and protection, commercial and residential site development, wetland management and ordinance preparation. He has given presentations that include water resources design and planning and wetland management topics at local and national levels.

EXPERIENCE

Selected Comprehensive Stormwater Management Plans – Cities of Burnsville, Plymouth and Roseville. Minnesota and River Falls, Wisconsin.

Surface Water Management Utility Establishment – Municipalities.

Mark has personally assisted 19 communities in analyzing and implementing stormwater utilities including fee calculations, public information programs and ordinance development/evaluation.

American Legion Park Water Quality Pond – Roseville, Minn.

Retrofit of existing mono-culture wetland with wildlife dugout-style excavation to trap sediment and nutrients prior to discharge into Lake Owasso. This project included XP-SWMM modeling of loadings and P8 modeling to evaluate removals.



EDUCATION

Master of Science
Water Resources Engineering
University of Minnesota

Master of Science
Geomorphology
University of Illinois
Chicago

Engineer Diploma
University of Bucharest
Bucharest, Romania

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer in
Minnesota



EDUCATION

Bachelor of Science
Civil Engineering
University of Wisconsin
Platteville

CONTINUING EDUCATION

Planning, Implementing
and Financing Stormwater
Management Programs
University of Wisconsin

System Development Changes
for Water, Wastewater and
Stormwater Facilities
Georgia Institute of Technology

Survey Questionnaire Form and Reference List (Attachments C and D)

Attachment C
SURVEY QUESTIONNAIRE
CITY OF ROSEVILLE

Survey ID _____

To: Michael Thompson

(Name of person completing survey)

Phone: 651.249.2403

Fax: 651.249.2409

Subject: Past Performance Survey of: Short Elliott Hendrickson Inc. (SEH)

(Name of Company)

Ron Leaf

(Name of Individuals)

The City of Roseville is implementing a process that collects past performance information on firms and their key personnel. The firm/individual listed above has listed you as a client for which they have previously performed work. We would appreciate your taking the time to complete this survey. Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the firm/individual again) and 1 representing that you were very unsatisfied (and would never hire the firm/individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

Client City of Maplewood Date _____
Project Surface Water Plan Update, Gladstone, Water Resources Consultant

NO	CRITERIA	UNIT	
1	Ability to manage the project cost (minimize change orders)	(1-10)	9
2	Ability to maintain project schedule (complete on-time or early)	(1-10)	10
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage (includes responses and prompt payment to suppliers and subcontractors)	(1-10)	10
5	Close out process (no punch list upon turnover, warranties, as-builts, operating manuals, tax clearance, etc. submitted promptly)	(1-10)	9
6	Communication, explanation of risk, and documentation	(1-10)	9
7	Ability to follow the users rules, regulations, and requirements (housekeeping, safety, etc...)	(1-10)	9
8	Overall customer satisfaction and comfort level in hiring vendor/individual again	(1-10)	10

Thank you for your time and effort in assisting the City of Roseville in this important endeavor.
Please fax the completed survey to: Barb Miller at Fax # (651) 490.2150 or email a scanned copy to bmiller@sehinc.com

Michael Thompson
Printed Name (of Evaluator)
Maplewood City Engineer

[Signature] 1/13/12
Signature (of Evaluator)

Attachment C
SURVEY QUESTIONNAIRE
CITY OF ROSEVILLE

Survey ID _____

To: Mark Graham
(Name of person completing survey)

Phone: 651.204.6050 Fax: 651.204.6100

Subject: Past Performance Survey of: Short Elliott Hendrickson Inc. (SEH)
(Name of Company)
Ron Leaf, staff
(Name of Individuals)

The City of Roseville is implementing a process that collects past performance information on firms and their key personnel. The firm/individual listed above has listed you as a client for which they have previously performed work. We would appreciate your taking the time to complete this survey. Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the firm/individual again) and 1 representing that you were very unsatisfied (and would never hire the firm/individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

Client City of Vadnais Heights Date 1/13/12
Project Surface Water Plan Update

NO	CRITERIA	UNIT	
1	Ability to manage the project cost (minimize change orders)	(1-10)	10
2	Ability to maintain project schedule (complete on-time or early)	(1-10)	10
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage (includes responses and prompt payment to suppliers and subcontractors)	(1-10)	10
5	Close out process (no punch list upon turnover, warranties, as-builts, operating manuals, tax clearance, etc. submitted promptly)	(1-10)	10
6	Communication, explanation of risk, and documentation	(1-10)	10
7	Ability to follow the users rules, regulations, and requirements (housekeeping, safety, etc...)	(1-10)	10
8	Overall customer satisfaction and comfort level in hiring vendor/individual again	(1-10)	10+

Thank you for your time and effort in assisting the City of Roseville in this important endeavor.
Please fax the completed survey to: Barb Miller at Fax # (651) 490.2150 or email a scanned copy to bmiller@sehinc.com

Mark Graham, P.E.

Printed Name (of Evaluator)

Vadnais Heights
City Engineer

Mark Graham

Signature (of Evaluator)

Page 14

I give S.E.H. my
absolute highest
recommendation.

Attachment C
SURVEY QUESTIONNAIRE
CITY OF ROSEVILLE

Survey ID

To:

Mark Maloney

(Name of person completing survey)

Phone: 651.490.4651

Fax: 651.490.4699

Subject: Past Performance Survey of:

Short Elliott Hendrickson Inc. (SEH)

(Name of Company)

Ron Leaf, Mark Lobermeier

(Name of Individuals)

The City of Roseville is implementing a process that collects past performance information on firms and their key personnel. The firm/individual listed above has listed you as a client for which they have previously performed work. We would appreciate your taking the time to complete this survey. Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the firm/individual again) and 1 representing that you were very unsatisfied (and would never hire the firm/individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

Client

City of Shoreview

Date

2005-present

Project

Surface Water Management Plan, Turtle Lake Augmentation

NO	CRITERIA	UNIT	
1	Ability to manage the project cost (minimize change orders)	(1-10)	10
2	Ability to maintain project schedule (complete on-time or early)	(1-10)	10
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage (includes responses and prompt payment to suppliers and subcontractors)	(1-10)	10
5	Close out process (no punch list upon turnover, warranties, as-builts, operating manuals, tax clearance, etc. submitted promptly)	(1-10)	10
6	Communication, explanation of risk, and documentation	(1-10)	10
7	Ability to follow the users rules, regulations, and requirements (housekeeping, safety, etc...)	(1-10)	10
8	Overall customer satisfaction and comfort level in hiring vendor/individual again	(1-10)	10

Thank you for your time and effort in assisting the City of Roseville in this important endeavor.
Please fax the completed survey to: Barb Miller at Fax # (651) 490.2150 or email a scanned copy to bmiller@sehinc.com

MARK MALONEY, Dir. of Public Works

Printed Name (of Evaluator)

Signature (of Evaluator)

Attachment C
SURVEY QUESTIONNAIRE
CITY OF ROSEVILLE

Survey ID

To: Ryan Peterson
(Name of person completing survey)

Phone: 952.895.4459 Fax: 952.895.4404

Subject: Past Performance Survey of: Short Elliott Hendrickson Inc. (SEH)
(Name of Company)
Ron Leaf, Staff
(Name of Individuals)

The City of Roseville is implementing a process that collects past performance information on firms and their key personnel. The firm/individual listed above has listed you as a client for which they have previously performed work. We would appreciate your taking the time to complete this survey. Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the firm/individual again) and 1 representing that you were very unsatisfied (and would never hire the firm/individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

Client City of Burnsville Date 1/13/12
Project Surface Water Plan Update, Water Resources Consultant, Standards/Ordinances

NO	CRITERIA	UNIT	
1	Ability to manage the project cost (minimize change orders)	(1-10)	10
2	Ability to maintain project schedule (complete on-time or early)	(1-10)	10
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage (includes responses and prompt payment to suppliers and subcontractors)	(1-10)	10
5	Close out process (no punch list upon turnover, warranties, as-builts, operating manuals, tax clearance, etc. submitted promptly)	(1-10)	10
6	Communication, explanation of risk, and documentation	(1-10)	10
7	Ability to follow the users rules, regulations, and requirements (housekeeping, safety, etc...)	(1-10)	10
8	Overall customer satisfaction and comfort level in hiring vendor/individual again	(1-10)	10

Thank you for your time and effort in assisting the City of Roseville in this important endeavor.
Please fax the completed survey to: Barb Miller at Fax # (651) 490.2150 or email a scanned copy to bmiller@sehinc.com

Ryan Peterson
Printed Name (of Evaluator)


Signature (of Evaluator)

Attachment C
SURVEY QUESTIONNAIRE
CITY OF ROSEVILLE

Survey ID _____

To: Brian Bachmeier
(Name of person completing survey)

Phone: 651.730.2730 Fax: 651.730.2820

Subject: Past Performance Survey of: Short Elliott Hendrickson Inc. (SEH)
(Name of Company)

Ron Leaf, staff
(Name of Individuals)

The City of Roseville is implementing a process that collects past performance information on firms and their key personnel. The firm/individual listed above has listed you as a client for which they have previously performed work. We would appreciate your taking the time to complete this survey. Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the firm/individual again) and 1 representing that you were very unsatisfied (and would never hire the firm/individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

Client City of Oakdale Date _____
Project Surface Water Plan Update

NO	CRITERIA	UNIT	
1	Ability to manage the project cost (minimize change orders)	(1-10)	10
2	Ability to maintain project schedule (complete on-time or early)	(1-10)	10
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage (includes responses and prompt payment to suppliers and subcontractors)	(1-10)	10
5	Close out process (no punch list upon turnover, warranties, as-builts, operating manuals, tax clearance, etc. submitted promptly)	(1-10)	10
6	Communication, explanation of risk, and documentation	(1-10)	10
7	Ability to follow the users rules, regulations, and requirements (housekeeping, safety, etc...)	(1-10)	10
8	Overall customer satisfaction and comfort level in hiring vendor/individual again	(1-10)	10

Thank you for your time and effort in assisting the City of Roseville in this important endeavor.
Please fax the completed survey to: Barb Miller at Fax # (651) 490.2150 or email a scanned copy to bmiller@sehinc.com

Brian Bachmeier
Printed Name (of Evaluator)


Signature (of Evaluator)

Reference List (Attachment D)

SURVEY ID CODE City Assigned	CLIENT NAME	MAILING ADDRESS	CONTACT NAME	PHONE NUMBER	EMAIL ADDRESS
	City of Burnsville	100 Civic Center Parkway Burnsville, MN 55337	Ryan Peterson	952.895.4459	Ryan.Peterson@ Burnsvillemn.gov
	City of Maplewood	1902 County Road B East Maplewood, WI 55109	Michael Thompson	651.249.2403	michael.thompson@ ci.maplewood.mn.us
	City of Vadnais Heights	800 East County Road E Vadnais Heights, MN 55127	Mark Graham	651.204.6050	mark.graham@ cityvadnaisheights.com
	City of Shoreview	4600 Victoria St N Shoreview, MN 55126	Mark Maloney	651.490.4651	mmaloney@ shoreviewmn.gov
	City of Oakdale	1584 Hadley Avenue North Oakdale, MN 55128	Brian Bachmeier	651.730.2730	brian.bachmeier@ ci.oakdale.mn.us

“I give SEH my absolute highest recommendation.”

Mark Graham, City Engineer,
regarding City of Vadnais Heights
Surface Water Plan Update

“SEH has completed a majority of the stormwater and surface water consulting over the past at least 20 years for the City of Burnsville. Ron Leaf has been our primary point of contact and manager of this work for SEH. They do a great job on water resources planning and stormwater management construction capital projects. They assist us on projects varying from large regional ponds to small drainage issues. They were just selected for the update of our water resources management plan and completing a hydrological and hydraulic model of all larger storm drainage pipes in the City. SEH, and Ron, have done a great job in these areas and we are planning on using SEH now and into the future for these consulting areas.”

Ryan Peterson, City Engineer,
regarding City of Burnsville
Surface Water Plan Update

Firm Background and Qualifications (Attachment E)

Firm Background and Qualifications (Attachment E)

Demonstrated Performance

The following summarizes our history of water resources management in the metropolitan area and our continuous service to numerous clients.

- **1980 - 1990:** Comprehensive Surface Water Management Planning - **Roseville**, Shoreview, Vadnais Heights, North St. Paul, Oakdale and Mounds View
- **1990 - 2000:** Comprehensive Surface Water Plans – Vadnais Heights (update), Lino Lakes, River Falls, Plymouth; Technical Consultant Grass Lake WMO; 2nd Generation WMO Plan – Six Cities, Lower Rum; Stormwater Utilities – Chanhassen, Eden Prairie, Shoreview, Vadnais Heights, Mounds View.
- **2000 - 2010:** Comprehensive Surface Water Plan Updates – Arden Hills, Chanhassen, Hopkins, Shoreview, Vadnais Heights, Burnsville, Maplewood, Long Lake, Oakdale; 3rd Generation WMO Plan – Six Cities; Stormwater Utilities – Maplewood, Minneapolis; Development of PermiTrack.
- **2010 – Present:** University of Minnesota St. Paul Campus GIS-based stormwater plan; Sweeney Lake TMDL, Minneapolis urban BMP implementation; Stormwater Utilities – Little Calumet River Commission, Mankato, Shorewood Village (Milwaukee). **City of Roseville** SWMP, City of Burnsville WRMP (in progress), City of White Bear Lake WRMP. City of Oakdale GIS-based storm sewer and water body hydraulic data system management.

History of Project Delivery

Project	Plan Time (months)		Budget	
	Contract	Actual	Contract	Actual
Roseville Comprehensive Surface Water Management Plan Update 2013	12	13	\$72,950	\$54,175
Burnsville Comprehensive Surface Water Management Plan Update	13	32	\$75,900	\$293,638
Chanhassen Surface Water Management Plan Update	24	24	\$300,300	\$343,100
Vadnais Heights Surface Water Management Plan Update	7	28	\$43,500	\$43,594

Problems Encountered and Solutions Devised

Ultimately, the **best value** is delivered through City-controlled scope and schedule.

The table to the left summarizes four surface water management planning projects, three of which are included in our client surveys. As the table illustrates, planning projects can often exceed budget and/or schedule. The discussion that follows provides an explanation for the overruns. In all cases, the client approved the changes in scope and schedule.

Even with delays in plan adoption, one of the important early deliverables is the implementation plan. This tool provides value in advance of formal plan adoption by the Council.

SEH has found that project budgets can be best managed by completing separate special studies as independent projects, rather than amending the planning contract as is often the case.

Roseville 2013 Comprehensive Surface Water Management Plan Update

The contract for this project was approved for \$72,950. Throughout the course of the project, SEH maintained a close eye on the budget and it was clear that the project would be completed well under budget. One of the main reasons was the electronic plan format task was put on hold while the City worked towards the contracting and implementation of a new IT System. A second factor was the efficiency we were able to realize from completing several other recent plans in the same watersheds, giving us a jump start on knowing what each watershed expected to see the City plan. SEH maintained the available budget of \$18,755 in our project through recent City staff changes and into 2016, with the intent to get back developing the electronic, web-based plan format.

Burnsville Comprehensive Surface Water Management Plan Update

The Burnsville contract was amended seven times based on requests for additional information and analysis. Modeling was not part of the original scope but it was found to be necessary once the project was underway. Similarly, the City saw value in completing water quality monitoring to characterize stormwater quality. The project addressed localized flooding in the northeast part of the City during the planning process – which almost doubled the size of the contract. Staff changes played a part in the schedule, impacting staff responsiveness and introducing new ideas and philosophies after the project was underway. The number of meetings with the public and Council increased significantly from the original scope.

Chanhassen Surface Water Management Plan Update

The Chanhassen project had a very detailed scope and a significant amount of field work. The initial budget reflected the effort required. The project was finished on schedule. The increase in project budget was due primarily to several special studies being requested during the planning process.

Vadnais Heights Surface Water Management Plan Update

The Vadnais Heights project came in on budget. However, plan adoption was delayed 21 months. Staff was unavailable during plan review due to illness. When staff was available, the plan adoption was a low priority as they were able to proceed with implementation without adoption. Plan adoption was delayed to coordinate with the City's Comprehensive Plan update. Adoption was further delayed by 3rd Generation Planning efforts by the two watersheds in the City.

Throughout the course of the project, SEH maintained a close eye on the budget and it was clear that the project would be completed well under budget.

For project team descriptions, credentials and past related project please refer to the Key Staff, Resumes and Experience and Qualifications sections of the proposal.

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: August 23, 2016

Item No: 6

Item Description: 35W Managed Lane Project

Background:

The Minnesota Department of Transportation (MnDOT) is proposing a project along Interstate 35W that will add a Managed Lane in each direction from Trunk Highway 36 in Roseville to Anoka County State Aid Highway 17 (Lexington Ave) in Blaine. This project is tentatively scheduled for 2019, although MnDOT is working to accelerate this project for possible construction starting in 2018.

A Managed Lane is a lane of traffic that will be limited to high occupancy vehicles (HOV) or transit vehicles as well as single occupancy vehicles that pay a fee to use that lane during certain times of the day based on congestion levels. The fee paid will vary based on the level of congestion. Managed Lanes are currently in operation on I-394, I-35W south of downtown Minneapolis and I-35E north of St. Paul.

The project will involve repaving the entire roadway section of I-35W including any ramps that have not been repaved as part of a recent project. The widening of the roadway will also require the construction of new bridges that currently extend over County Road C and Rosegate in the City of Roseville. A layout of the overall proposed project is available for viewing at the Public Works Department at the Roseville City Hall. An electronic version is also available for on-line viewing at MnDOT's Project Website located at:

<http://www.dot.state.mn.us/metro/projects/i35wroseville/index.html>

Included as attachments are clips of the overall layout showing:

- The project area within the limits of the City of Roseville
- Typical section of the widened I-35W Corridor
- The area between County Road E2 and the 694 Interchange showing added auxiliary lanes to improve the overall operation of the interchange area

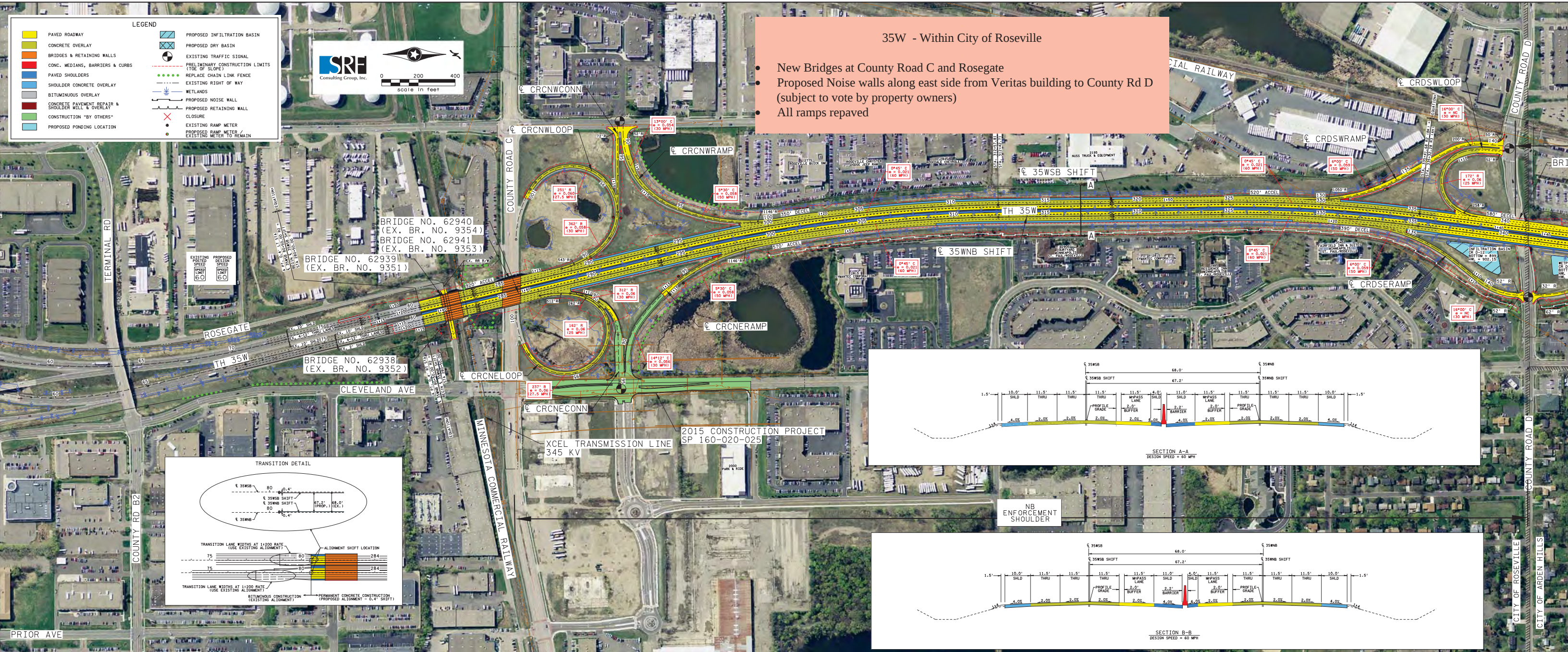
Staff will make a brief presentation about the project and answer any questions the Commission may have.

Recommended Action:

Receive presentation.

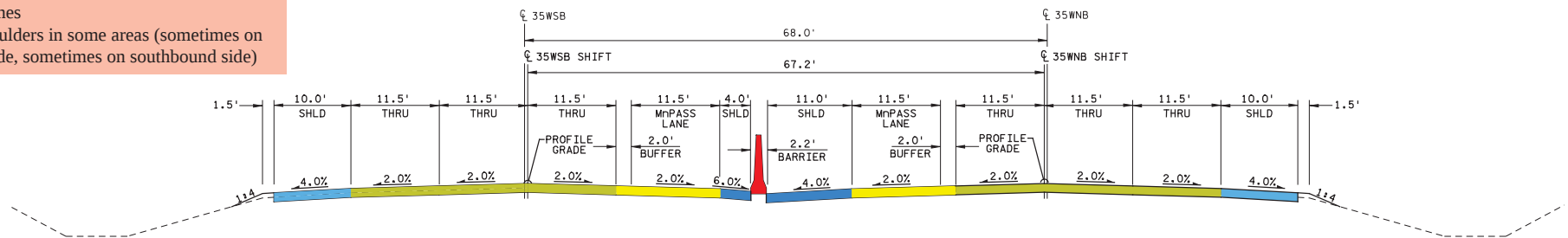
Attachments:

A. 35W Managed Lane Project – Portions of Layout



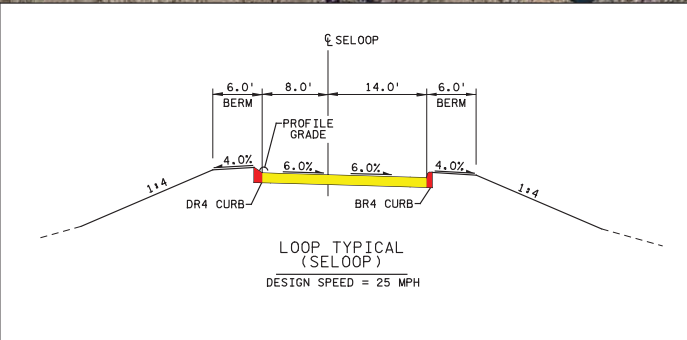
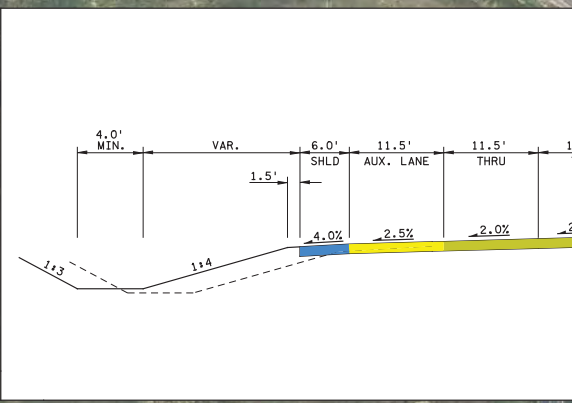
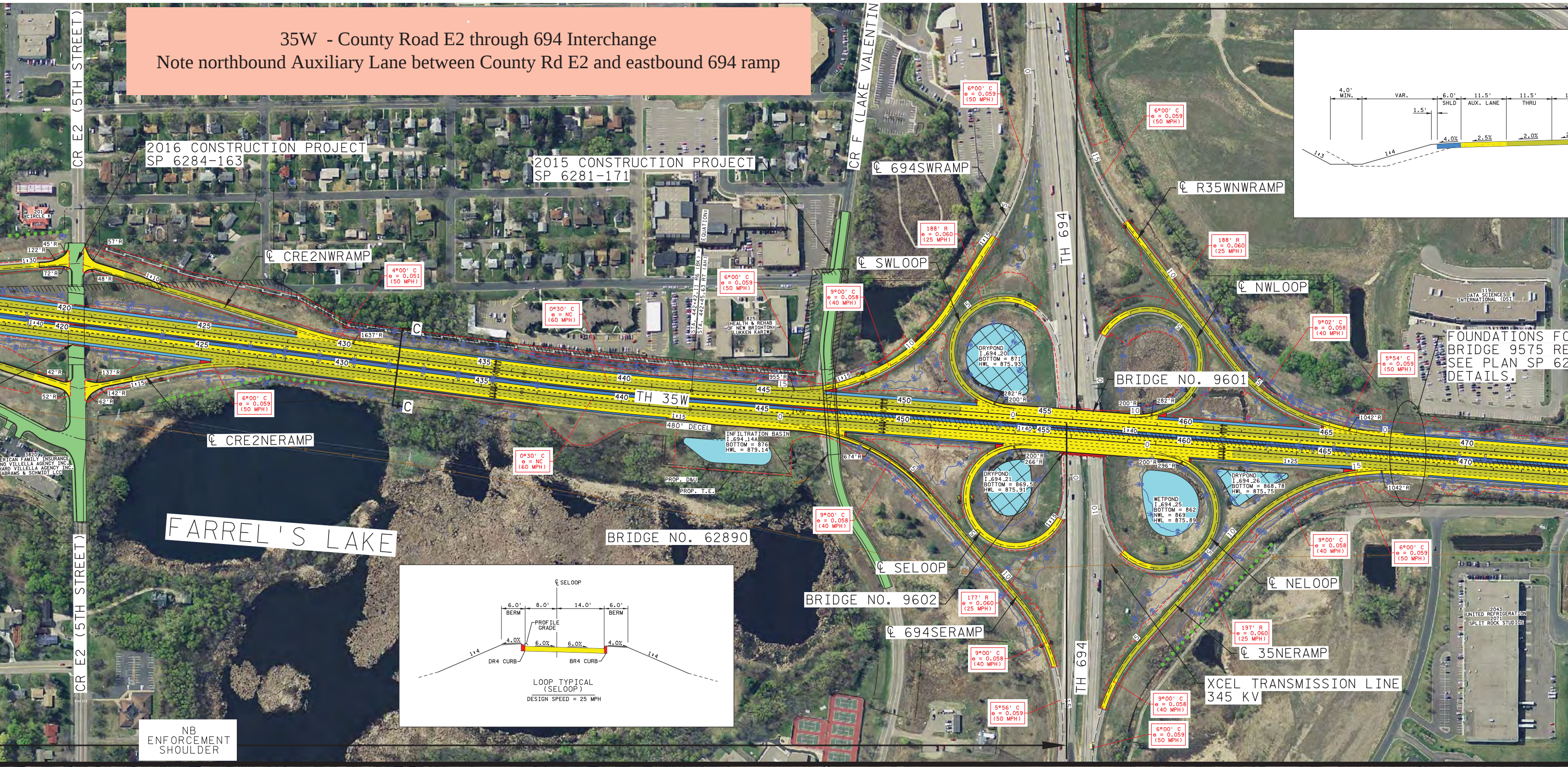
35W Managed Lane Typical Section

- 11.5 foot lanes
- Narrow shoulders in some areas (sometimes on northbound side, sometimes on southbound side)



SECTION A-A
DESIGN SPEED = 60 MPH

35W - County Road E2 through 694 Interchange
Note northbound Auxiliary Lane between County Rd E2 and eastbound 694 ramp



FOUNDATIONS FOR
BRIDGE 9575 RE
SEE PLAN SP 62
DETAILS.

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: August 23, 2016

Item No: 7

Item Description: Wheeler Street Traffic Management Program

Background:

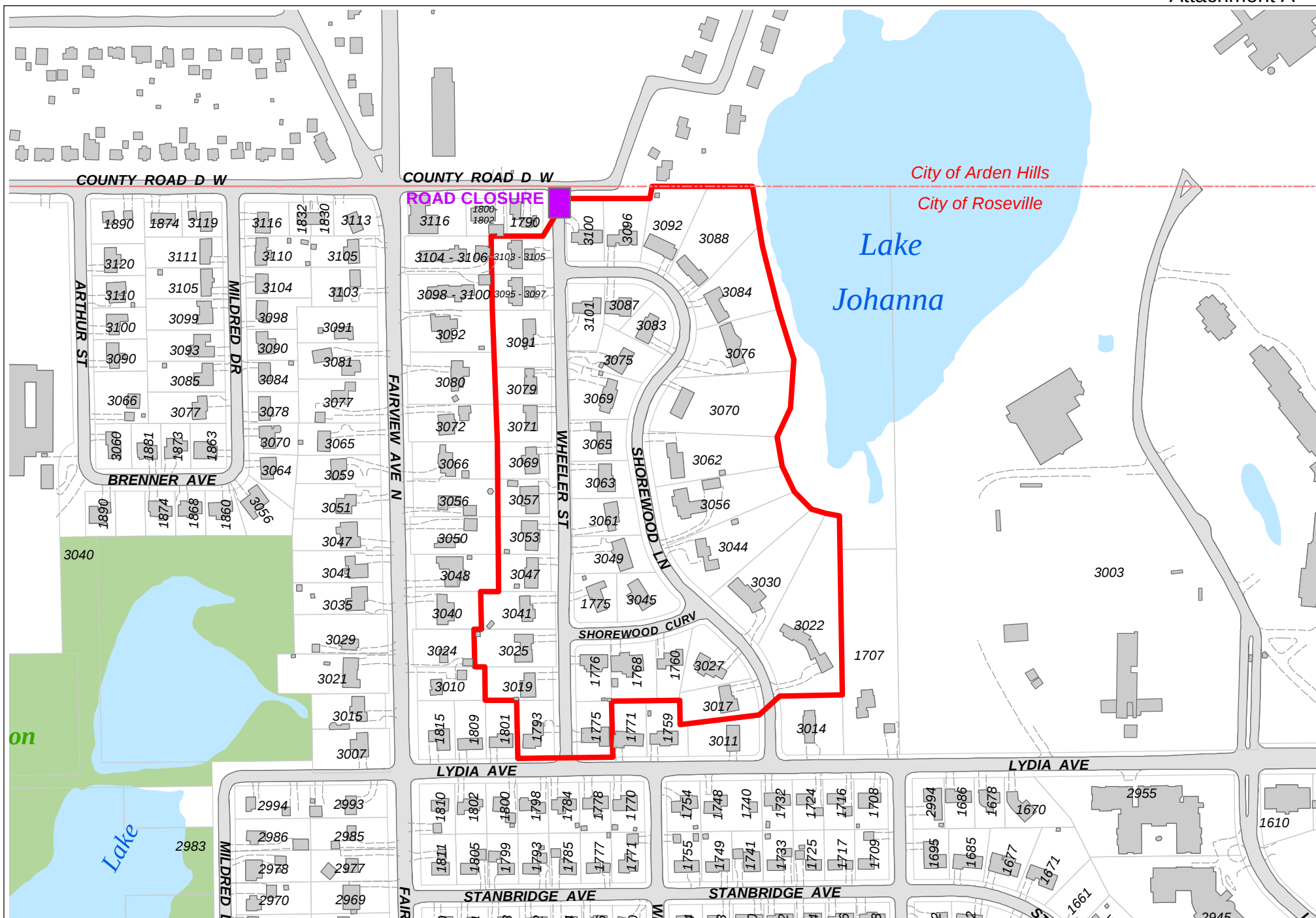
The City of Roseville has been working with residents in the Wheeler Street/Shorewood Lane neighborhood on a Traffic Management Program project to potential close Wheeler Street to vehicular traffic at County Road D. This item will be going to Council on August 22, 2016. Assuming the Council approves the closing Wheeler Street permanently at County Road D and authorizes the preparation of a feasibility report, staff will provide a presentation on the Wheeler Street Traffic Management Program feasibility report for the Commission to comment and give feedback on.

Recommended Action:

Receive a presentation on the Wheeler Street Traffic Management Program presentation.

Attachments:

A: Project Area Map



Wheeler Traffic Management Project



Prepared by:
Engineering Department
August 17, 2016

Data Sources and Contacts:
• Ramsey County GIS Base Map (2/04/13)
• City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2860 Civic Center Drive, Roseville MN

 Benefiting Properties

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 to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-762-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.05, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly releases the City, 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.

0 100 200 300 400 Feet

mapdoc: WheelerClosurePetition.mxd
map: WheelerClosurePetition.pdf



Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: August 23, 2016

Item No: 8

Item Description: Look Ahead Agenda Items/ Next Meeting September 27, 2016

Suggested Items:

- Sanitary Sewer Lining Program Options

Look ahead:

October: Comprehensive Surface Water Management Plan Update
2017 Utility Rate Discussion

November: 2017 Public Works Work Plan
A Line Update (Communication Items)

January: Transit “Beyond the A- Line” Discussion

February: Final Comprehensive Surface Water Management Plan Update Meeting

Recommended Action:

Set preliminary agenda items for the September 27, 2016 Public Works, Environment & Transportation Commission meeting.