



7/28/2026

Mr. Trevor Walter
Public Works Director/City Engineer
City of Baxter
13190 Memorywood Drive
Baxter, MN 56425

Re: Excelsior Road/Edgewood Drive Roundabout Landscaping – Updated Project Cost

Dear Trevor

WSB is pleased to present this proposal to The City of Baxter for updating the Engineers Estimate of the Landscaping Plan from the Excelsior Road and Edgewood Drive roundabout. Our project understanding, scope of work, and proposed fee is listed below.

PROJECT UNDERSTANDING

- WSB understands that the City of Baxter is requesting a cost estimate for the exact same landscaping plan from the Excelsior Road and Edgewood Drive roundabout plan in 2026 dollars.

SCOPE OF SERVICES

- WSB will compare the previous unit prices for the Excelsior Road and Englewood Drive roundabout landscaping to our municipal database of recent bids, and adjust unit prices to reflect 2026 costs.

DELIVERABLES

Consultant will provide the following:

- Engineer's Estimate
 - WSB will update and provide an engineer's estimate for landscaping a roundabout exactly the same as it was done at the Excelsior Road and Edgewood Drive roundabout. The Engineer's Estimate will contain 2026 unit prices and will include 18% engineering.

PROPOSED FEES

- Services outlined in the paragraphs above will be provided for an hourly not-to-exceed fee of \$2,421.00.
 - (A) The following fee table provides an overview of fees that are broken into the main categories of work.

UPDATED ENGINEERS ESTIMATE	\$2,421.00
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EXCLUSIONS

The following items are excluded from this scope of work; however, WSB can provide these services for additional compensation by an Amendment for Additional Services (AAS).

- Design or plant/material changes
- Verification to assure this still meets all City/County/DOT requirements
- Full irrigation plan – only performance spec with expectation that design and location to water and electricity was already completed
- Producing plans or exhibits

SCHEDULE

- Work will begin immediately upon approval of the contract and can be completed within a week.

ACCEPTANCE

This letter represents our entire understanding of the project scope. If The City of Baxter is in agreement, the necessary contract documents can be provided and signed. WSB will start work upon receipt of a signed contract.

Sincerely,

WSB



Jupe Hale, PE
Senior Director of Municipal Services

I hereby authorize WSB to proceed with the above-referenced work under the terms and conditions of the Professional Services Agreement entered into between The City of Baxter and WSB on _____.

By: _____
Name: _____
Date: _____

By: _____
Name: _____
Date: _____