



A PROPOSAL FOR

Streets Capital Improvement Plan

FOR THE CITY OF BREEZY POINT

June 7, 2024

David Chanski
City Administrator
8319 County Road 11
Breezy Point, MN 56472



Re: Proposal for Streets Capital Improvement Plan for the City of Breezy Point

Dear David,

On behalf of WSB, I would like to express our gratitude for the opportunity to submit our qualifications for your consideration. WSB has assembled a team of industry-leading professionals and support staff, capable of meeting the diverse and comprehensive needs of this project. Our expertise in technology and digitalization has enabled us to streamline the data collection process and the evaluation of assets as outlined in your Request for Proposals. These technological advancements ensure that the City of Breezy Point receives data that is reliable, consistent, and cost-effective. We offer the following keys for a successful project:

Experienced Project Management | WSB's project manager, Paul Sandy, PE, brings extensive experience in the public sector, having served as Assistant City Engineer and City Engineer for the City of Brainerd for eight years. Paul annually created and maintained Brainerd's comprehensive 5-year capital plan and developed its pavement management system and protocols. His diverse background in public works, engineering, and asset management in both public and private sectors provides the City of Breezy Point with unparalleled value and a unique perspective on CIP planning and implementation.

Industry-Leading Asset Management | WSB boasts a deep bench of resources skilled in asset management planning and implementation. Our Baxter office is well-equipped to provide solutions for the City of Breezy Point, ensuring the maintenance of existing assets while offering guidance and plans for future asset additions. WSB will collaborate with the City to provide scalable solutions, define a clear vision, and develop performance strategies, targets, and comprehensive plans for asset lifecycle management, financial planning, and investment strategies.

Advanced Data Collection, Mapping, and Analysis | WSB proposes utilizing Cyvl.ai, a vehicle-mounted sensor array that utilizes artificial intelligence, to perform street assessments and inventories of streetlights, signs and other roadway assets. This technology ensures consistent, accurate, and dependable data, reducing the need for fieldwork and consequently lowering costs and data inconsistencies. Additionally, it provides high-resolution imagery, including 360 street view imagery, that can be integrated into any GIS-based platform for future use by the City.

Please feel free to contact me at 320.630.4657 or psandy@wsbeng.com with any questions regarding our qualifications or availability.

Sincerely,
WSB

A handwritten signature in black ink that reads "Paul Sandy". The signature is written in a cursive, flowing style.

Paul Sandy, PE
Project Manager



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Firm Overview



Forge ahead.

WSB is a design and consulting firm specializing in engineering, community planning, environmental, and construction services. Together, our staff improves the way people engage with communities, transportation, infrastructure, energy and our environment. We offer services that seamlessly integrate planning, design and implementation.

We share a vision to connect your dreams for tomorrow to the needs of today—the future is ours for the making.

1,250+
STAFF

50+
SERVICE AREAS

46
OFFICES

10
STATES

Alternative Project Delivery | Asset Management | Biogas | Bridges & Structures | City Engineering | Community Planning | Constructability Review | Construction Materials Testing & Special Inspection | Contractor Modeling | Drinking Water | Economic Development | Environmental Compliance | Geohazard Risk Management | Geospatial | Geotechnical Engineering | GIS Services | Grants & Funding | Health & Safety Compliance | Intelligent Transportation Systems | Investigation & Remediation | Land Development | Landscape Architecture | Managed Services | Natural Resources | Pavement Management | Pipeline | Project Management & Construction Administration | Public Engagement | Public Works Management | Right of Way | Roadway Design | Smart Cities | Solar | Survey | Sustainability | Technology Solutions | Traffic Engineering | Transit Planning | Transportation Planning | Urban Design | Vibration Monitoring | Visualizations | Water Resources | Water Reuse | Wind

Understanding



The City of Breezy Point is seeking professional services to develop a comprehensive Capital Improvement Plan (CIP) that includes a detailed 5-year plan and a 10-year summary.

This CIP will cover streets, streetlights, sidewalks, trails, sanitary sewers, stormwater infrastructure, and signage. The CIP aims to enable the City to budget effectively and consistently for capital improvements, secure future grants to help finance these improvements and maintain assets, create transparency in the budgeting process, and support policy makers and elected officials in planning for future asset maintenance and additions.

The scope of work encompasses the following key elements, further detailed in WSB's Project Approach and Work Plan included in this proposal:

■ Inventory

Conduct a comprehensive inventory of all City-owned streets, streetlights, sidewalks, and trails.

■ Assessment, Ranking, & Cost Estimates

Evaluate the inventoried assets using general engineering principles, including:

STREETS (PAVED ROADS)

Perform a detailed assessment of each street and compile a street profile based on the inventory and scoring. This includes a PCI rating (0-100) for all City-owned bituminous paved streets, field observations, functional classification, general condition, and proposed timelines and construction methods for rehabilitation or reconstruction, complete with estimated costs, to be included in a detailed capital improvement plan summary.

STREETLIGHTS

Develop and assess a policy for streetlight placement, providing recommended locations, implementation policies, and associated costs, including anticipated capital costs, design, operating costs, lifespan, and replacement costs.

SIDEWALKS AND TRAILS

Conduct a detailed assessment of all City-owned sidewalks and trails in compliance with the Americans with Disabilities Act (ADA) and MnDOT Accessibility Standards (PROWAG). Provide a ranking and condition profile, along with recommendations for future improvements and additions, cost estimates for various scenarios, and a budget for new infrastructure installation and future maintenance costs.

MAPPING

As part of the inventory and assessment process, WSB will map all current assets. The final CIP report will include multiple map formats, such as:

- Inventory maps of current street, streetlight, and sidewalk assets.
- Color-coded maps based on PCI, ranking, and assessment results.
- Maps outlining future additions to streetlight, sidewalk, and trail systems, prioritized based on policy guidance developed during the work plan.

■ Additional Services

The City also requests WSB provide the following additional services, detailed in the Project Approach and Work Plan:

STREET SIGN INVENTORY, ASSESSMENT, PRIORITIZATION, AND COST ESTIMATES

Complete an inventory and assessment of City-owned street signs for compliance with MMUTCD retroreflective standards. Provide cost estimates for replacing non-compliant signs within the 5-year detailed CIP.

SANITARY SEWER GRAVITY AND FORCEMAIN INVENTORY, ASSESSMENT, PRIORITIZATION, MAPPING, AND COST ESTIMATES

Inventory and assess sanitary sewer gravity and forcemains, evaluating condition and replacement needs based on installation date, materials, and future capacity. Prepare a color-coded map detailing installation dates, capacity needs, and materials, with cost estimates for planned replacements within the 5-year detailed and 10-year summary CIP.

SANITARY SEWER TELEVISIONING SCHEDULE, MAPPING, POLICY AND TEMPLATE RFP

Prepare a map outlining segments of sanitary gravity and forcemains for televising over the next 10 years based on age and condition and develop a template RFP for future televising service solicitations.

STORM SEWER INVENTORY, ASSESSMENT, PRIORITIZATION, MAPPING, AND COST ESTIMATES

Inventory and assess all City-owned stormwater systems using construction drawings, visual inspections, and staff interviews. Prepare a color-coded map prioritizing replacements based on age and condition, with cost estimates for the 5-year detailed and 10-year summary CIP.

GRAVEL ROAD ASSESSMENT AND ASSET INVENTORY

Perform a detailed assessment and inventory of City owned gravel roads utilizing the PASER rating system (0-5), field observations, general condition of the surface, and proposed timelines for maintenance, rehabilitation, or paving segments of gravel surfaced roadways. The analysis will be complete with estimated costs and included in the 5-year detailed and 10-year summary CIP.



This comprehensive approach ensures that the City of Breezy Point can effectively plan, budget, and implement necessary capital improvements and maintenance strategies for its infrastructure.

Approach to Scope of Services

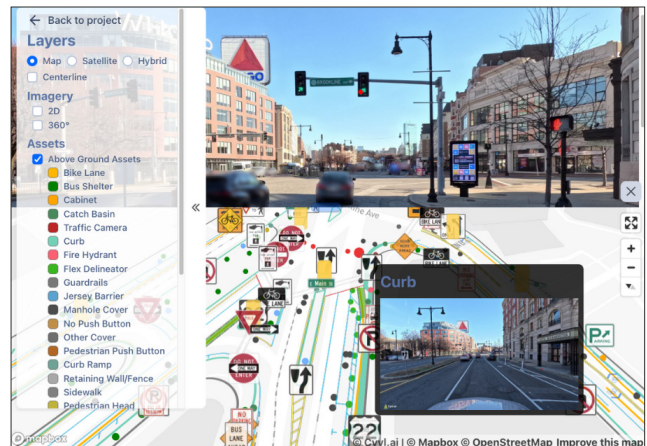


Basic Services

TASK 1:

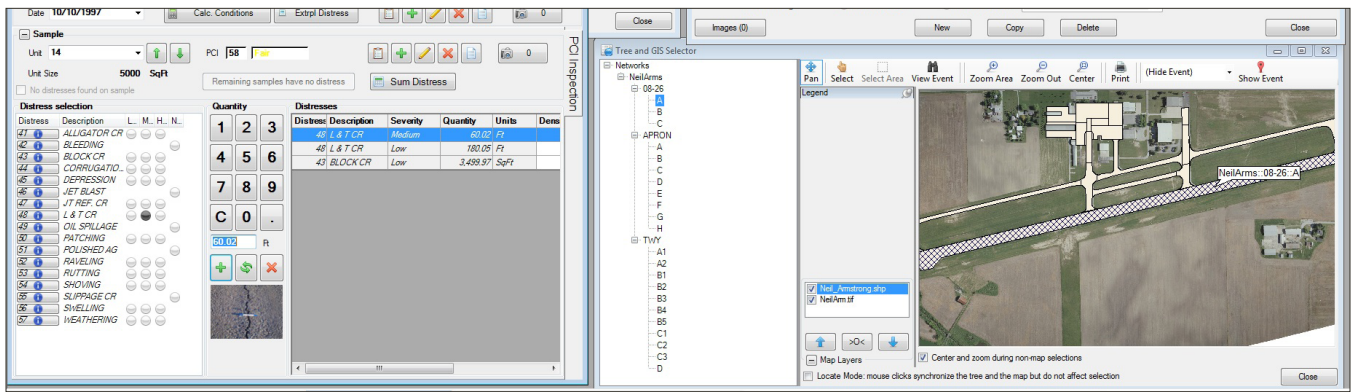
Street Inventory and Assessment (Basic Service)

WSB will use Cyvl.ai, a vehicle-mounted artificial intelligence technology, to collect and assess street assets, providing a Pavement Condition Index (PCI) rating for each street segment. This technology will also inventory other right-of-way assets such as manholes and street signs and provide 2D and 360° imagery that is geotagged for incorporation in GIS, enhancing the project's value at no additional cost. By collecting detailed LiDAR data, Cyvl.ai will identify street widths, curb and gutter presence, and other relevant street characteristics and infrastructure such as manhole and catch basin castings to assist in cost estimation and as-built map verification. This method will significantly reduce fieldwork time required to collect roadway data versus the traditional walking the pavement method and also provides the City of Breezy Point a dataset from which they can process to identify, locate, and inventory almost any roadside asset they want at a later date if desired.



STREET ASSESSMENT AND ASSET INVENTORY USING CYVL.AI (PAVED ROADS)

Cyvl.ai identifies pavement distresses per the latest version of ASTM D6433, including but not limited to longitudinal and transverse cracking, alligator cracking, block cracking, and potholing, to compile the data into an overall PCI score. The technology captures information at normal driving speeds, building a 3D model of the environment. The proprietary AI processes the imagery and LiDAR data to develop a PCI rating for each street segment. The same data that was collected to produce a PCI score is then utilized to detect other roadway assets which are processed to include asset locations and photos that are combined into a shapefile as a deliverable. The resulting data is spatially accurate to sub-meter levels and integrates seamlessly with GIS platforms.



STREET ASSESSMENT USING PAVER

Once Cylv.ai processes the data, it will be exported into PAVER software. PAVER™, short for Pavement Maintenance Management System, was originally developed in the late 1970s to assist the Department of Defense (DOD) in managing maintenance and repair (M&R) for its extensive inventory of pavements. It has been continually refined and updated by Colorado State University's PAVER Center and has been the industry standard for modeling pavements for decades. Utilizing the PAVER platform WSB staff will:

- Perform quality control checks on all inspection data and address unexpected results with the City, referencing maintenance records or as-builts.
- Create a detailed Esri ArcGIS map showing the condition of each roadway.
- Generate Excel tables highlighting the current ratings and condition of each roadway segment for future modifications.



WSB will then analyze different scenarios, including:

- Needed annual funding commitment and mean PCI rating for all paved City streets over the five-year and ten-year CIP period. This scenario is utilized to show at what level the City should be budgeting to either maintain their current system or reach a desired system wide PCI.
- A “do nothing” scenario to determine the mean PCI rating if no investments are made over five and ten years. This scenario is used as a baseline to show what happens to the City’s pavement system if no action is taken.
- Costs to replace each street segment with a PCI rating of 70 or higher. This is a useful scenario to show that its not realistic to maintain a system where every roadway segment is in a good condition. Having roadways with varying PCI scores is essential to be able to be able to effectively maintain the roadways within a community.
- Recommendations for reconstruction or rehabilitation based on the City’s current and planned budget parameters. A budget constrained scenario is always a necessary model to review. This will show how to best manage the system with the resources at hand and what the overall system trend will be if the current course is maintained. It’s a good health check to see if current funding is adequate or if there is a need to start looking for additional or alternative funding sources.

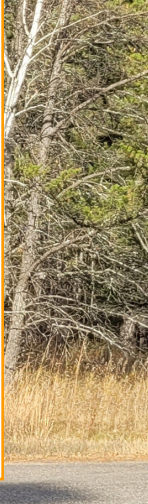
ESRI ARCGIS MAPPING

WSB will provide the City with Esri ArcGIS layer files created during the street assessment, if the City has an existing Esri AGOL Account. All pavement and asset data collected is available in a shapefile format.



TASK 1 DELIVERABLES

- Esri ArcGIS PCI rating map of all City street segments
- PCI rating table for all City street segments (Excel format).
- Esri ArcGIS integrated high-resolution photos.
- **Added value:** street sign inventory and mapping (Excel and Esri format), street high-resolution imagery, LiDAR data, and pavement management program discussions in CIP documents.
- Final report summarizing budget scenarios, PCI data, maintenance techniques, service life graphs, and other pavement management information (PDF format).
- **Added value:** Esri ArcGIS layer file for all street inventory and assets.
- **Added value:** Shared maps and data via ArcGIS Online, if the City has an existing Esri account.



TASK 2:

Streetlight Policy and Assessment (Basic Service)

WSB will collaborate with City staff to develop a policy for future streetlight placement, including criteria, design, capital costs, service costs, maintenance, and replacement costs. This policy will align with City priorities and budget parameters as part of the 5-year detailed and 10-year summary CIP.

EXPERT INVOLVEMENT

Erik Sieberlich, from WSB's traffic group, will lead this effort. Erik has extensive experience providing lighting plans, cost analyses, and assessments for multiple jurisdictions.

ESRI ARCGIS MAPPING

WSB will provide the City with Esri ArcGIS layer files from the streetlight assessment and policy implementation at no additional cost.



TASK 2 DELIVERABLES

- Streetlight policy for placement criteria, design, capital costs, service costs, maintenance, and replacement costs
- Technical summary memorandum
- **Added value:** Esri ArcGIS layer file for proposed streetlight policy implementation
- Shared maps and data via ArcGIS Online, if the City has an existing Esri account

TASK 3:

Sidewalk Inventory and ADA Assessment (Basic Service)

WSB will conduct a full assessment and ADA audit of all City-owned sidewalks, curb ramps, trails, and pedestrian infrastructure, utilizing a process developed in collaboration with MnDOT over the past nine years. Logan Nelson, a full-time WSB employee contracting with MnDOT's ADA Unit, will lead this effort, bringing extensive experience in project scoping, field walks, and ADA compliance.

Documentation from these inspections includes generating GIS data over aerial imagery, recording observations, recording slopes and sidewalk/trail deficiencies, and taking photographs.

FIELD WORK AND DATA PROCESSING

WSB staff will conduct field inventories, documenting conditions, slopes, and other relevant data per the RFP and ADA/PROWAG requirements. This data will be processed in an office environment using Esri ArcGIS, creating detailed maps and reports. Sidewalk and trail segments will be rated on a 1-4 scale to prioritize



replacements within the 5-year and 10-year CIP. Data from the field will be utilized to calculate quantities for cost estimating purposes, and associated cost estimates will be generated utilizing pre-created estimate sheets utilizing average unit prices for work, contingencies, and known conflicts with utilities. Cost estimates will be compiled and placed into the CIP with budget parameters and constraints considered.

NEW SIDEWALK AND TRAIL RECOMMENDATIONS

WSB will work with City staff to identify new sidewalk and trail segments, considering the City's Parks and Trails Master Plan and other priorities the City has for additional multi-modal infrastructure. Cost estimates for new segments will be included in the CIP document as agreed upon between City staff and WSB and based on budget parameters and guidelines set forth during the discovery process.

ESRI ARCGIS MAPPING

WSB will provide Esri ArcGIS layer files from the sidewalk assessment and new sidewalk/trail recommendations at no additional cost.

TASK 3 DELIVERABLES

- Field walk inventory sheets, maps, and photographs (PDF format)
- Inventory and assessment notes, quantity assessments, and replacement calculations (Excel format)
- **Added value:** Esri ArcGIS maps and layer files for all ADA infrastructure inventory and assessments
- Cost data sheets (Excel format)
- **Added value:** Shared maps and data via ArcGIS Online, if the City has an existing Esri account.



TASK 9:

Final Report (Basic Service)

Upon completing all inventories, assessments, ratings, reports, technical memorandums, and cost estimates, WSB will compile the 5-year detailed and 10-year summary CIP documents into a final report. This report will consist of findings from the inventories and assessments, graphs, tables, photos, and figures to inform the reader about the process and information collected during the project. The report will include appendices of all reports, technical memos, cost spreadsheets, maps, and data collected during the inventory and assessment process.

WSB will compile project profile sheets for each proposed project included in the 5-year detailed and 10-year summary CIP. These project profiles will contain write-ups of the project scope of work, associated costs, need statements (based on the asset assessments), photographs, and costs related to each asset category. The project reports will vary slightly depending on whether the project is part of the 5-year detailed or 10-year summary CIP. WSB will provide appropriate levels of contingency based on construction type and risk, along with estimating inflation based on construction year for each improvement project.

WSB will work closely with City staff to ensure each project scope and budget meets the City’s financial constraints and outlook so that the plan is easily

implementable. The goal of the summary reports is to provide a detailed 5-year and summary 10-year review of upcoming construction projects and a high-level cost to complete the proposed improvements.

TASK 9 DELIVERABLES

- Project final report and appendices

PROJECT PRESENTATION MEETING

Once the final report is completed and reviewed with City staff, WSB will attend in-person meetings with the City (committees and Council) as directed by staff. The presentation will include a full overview of the process and final report. Any modifications requested at those meetings will be incorporated into the document and presented to the City Council for final approval.

DELIVERABLES

- Attendance at three (3) meetings based on staff direction



TASK 4:

Street Sign Inventory, Assessment, Prioritization, and Cost Estimate (Additional Service)

As an added value, WSB will collect the street sign inventory as part of the street inventory process using Cylv.ai. This additional service will include assessing and rating all street sign inventories, providing the City with a 5-year replacement schedule for non-compliant right-of-way signage.

The process includes reviewing signage for compliance with federal retroreflectivity requirements as outlined in the Manual on Uniform Traffic Control Devices (MUTCD). WSB will use the comparison signs procedure to visually observe prefabricated signage known to be at or above the minimum levels. Signs that are clearly below the minimum level will be recorded as needing replacement. Marginal signs close to the calibration sign will be re-evaluated side by side with the calibration sign using a flashlight. If the sign does not meet the minimum retroreflectivity level, it will be noted for replacement.

WSB will prioritize and provide cost data for a 5-year replacement plan for all signs not meeting the minimum requirements. As an added value, the ArcGIS layer file and mapping from the inventory will be updated with the assessment data and provided to the City at no cost.

TASK 4 DELIVERABLES

- **Added value:** Esri ArcGIS maps and layer files for all sign inventory and assessments
- Cost data sheets (Excel format)
- **Added value:** Shared maps and data via ArcGIS Online, if the City has an existing Esri account



TASK 5:

Sanitary Sewer Gravity and Forcemain Inventory, Assessment, Prioritization, Mapping, and Cost Estimates (Additional Service)

WSB will conduct a detailed discovery meeting with the City to transfer as-built plans (digital or hard copy), pre-existing mapping, and other files to begin the inventory and assessment of City-owned sanitary sewer main infrastructure.

Esri's ArcGIS Pro software will be used to map the entire system, including infrastructure related to manholes,

lift stations, and other utility infrastructure. The finalized datasets will be within a hybrid version of Esri's Local Government Information Model (LGIM), allowing attributes such as invert elevation, high-pipe elevation, and material type to be collected during the project, providing the City with a solid data foundation for the future.

After completing the details and mapping, WSB will perform a cursory review of the systems to identify any information gaps. If gaps exist, WSB recommends a site visit or coordination with City staff to review and correct the missing information, adding it to the mapping and inventory. City as-builts and existing mapping will be used to document age, material type, and other information from the plans.

WSB will assign ratings and prioritize improvements based on age and material type. These condition assessments will be coupled with street ratings to analyze logical projects for sewer replacements, also considering trenchless technologies like cured-in-place pipe (CIPP), pipe bursting, or directional drilling as more appropriate methods rather than full replacement.

The 5-year detailed and 10-year summary CIP replacement plans will include Esri ArcGIS mapping and pricing for each segment identified for rehabilitation or replacement through the inventory and assessment, along with associated risks and contingencies such as construction method (depth, high flow, condition, etc.).

Esri integration and mapping are critical parts of WSB's services. As an added value, WSB will provide the City with the appropriate GIS layer files from the maps created during the sewer main assessment at no additional cost.

TASK 5 DELIVERABLES

- Agenda and minutes from City discovery meeting (PDF format)
- **Added value:** Esri ArcGIS layer files of all rated, inventoried, and assessed sanitary sewer infrastructure
- Color-coded Esri ArcGIS mapping (PDF format)
- **Added value:** Shared maps and data via ArcGIS Online, if the City has an existing Esri account
- Cost estimates for reconstruction or rehabilitation projects (Excel format)

TASK 6:

Sanitary Sewer Televising Schedule, Mapping, Policy, and Template RFP (Additional Service)

WSB will prepare a draft policy, a 10-year sanitary sewer televising plan, Esri ArcGIS mapping of the proposed 10-year televising schedule, and a draft RFP for televising services that the City may utilize in the future.

Paul Sandy will lead this effort. As the City Engineer/Public Works Director in Brainerd, Paul led the City's televising, scheduling, and cleaning efforts, utilizing city-owned televising equipment and a sewer vector truck, and creating and updating the City's sanitary sewer televising and cleaning policy. This policy was created to document and reduce City liability for sewer backups that are out of the City's control.

TASK 6 DELIVERABLES

- Sanitary sewer televising policy (Word format)
- 10-year televising schedule (Excel format)
- Color-coded Esri ArcGIS mapping (PDF format)
- Draft RFP for televising services (Word format)

TASK 7:

Storm Sewer Inventory, Assessment, Prioritization, Mapping, and Cost Estimates (Additional Service)

WSB will initiate this task by holding an in-depth discovery meeting with the City. During this meeting, WSB will gather as-built plans (whether digital or hard copy), pre-existing maps, and other relevant files to commence the inventory and evaluation of the City-owned storm sewer infrastructure. To address any data gaps identified in the meeting, WSB will also conduct interviews with City staff. Utilizing Esri's ArcGIS Pro software, WSB will map the entire stormwater system, covering infrastructure elements such as manholes, catch basins, ponds, and other related structures. The resulting datasets will be integrated into a hybrid version of Esri's Local Government Information Model (LGIM), capturing attributes like invert elevation, high-pipe elevation, and material type throughout the project. This process will provide the City with a robust data foundation for future use.

Following the detailed data collection and mapping, WSB will carry out a preliminary review of the systems to pinpoint any remaining information gaps. Should any gaps be identified, WSB will suggest a site visit or further coordination with City staff to review and rectify the missing information, which will then be incorporated into the mapping and inventory. The as-built plans and existing mapping will be used to

document details such as the age, material type, and other relevant information from the plans. WSB will assign ratings and prioritize improvements based on factors like age and material type. These condition assessments will be combined with street ratings to identify logical projects for storm sewer replacements. Additionally, trenchless technologies such as cured-in-place pipe (CIPP) will be considered as potentially more suitable methods for storm infrastructure rehabilitation compared to full replacement.

The project will result in detailed 5-year and summarized 10-year Capital Improvement Program (CIP) replacement plans, which will include Esri ArcGIS mapping and cost estimates for each segment identified for rehabilitation or replacement. These plans will also outline associated risks and contingencies based on various factors such as construction method, depth, high flow conditions, and system condition. The integration of Esri mapping is a crucial component of WSB's services. As an added benefit, WSB will provide the City with the appropriate GIS layer files generated during the sewer main assessment at no additional cost.



TASK 7 DELIVERABLES

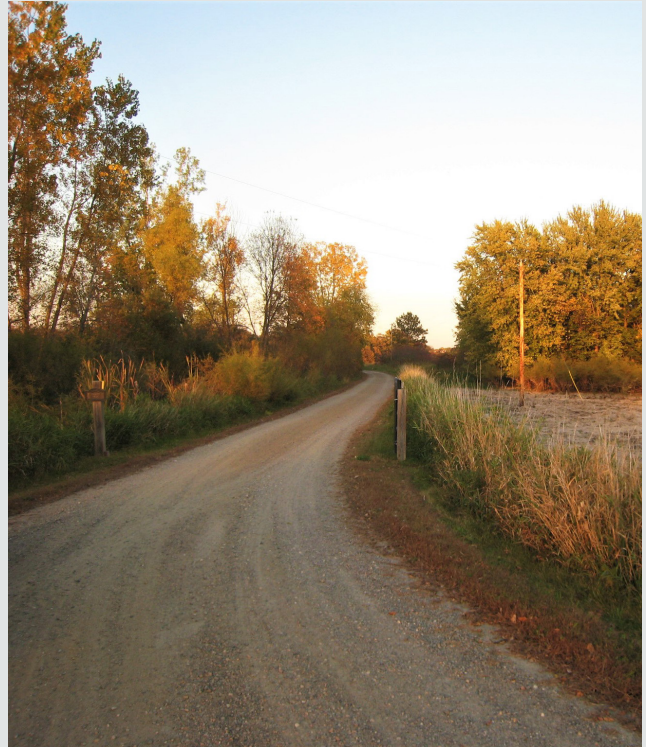
- Agenda and minutes from City discovery meeting (PDF format)
- **Added value:** Esri ArcGIS layer files of all rated, inventoried, and assessed storm sewer infrastructure
- Color-coded Esri ArcGIS mapping (PDF format)
- **Added value:** Shared maps and data via ArcGIS Online, if the City has an account with Esri
- Cost estimates for reconstruction or rehabilitation projects (Excel format)

TASK 8:

Gravel Street Assessment and Asset Inventory (Additional Service)

In addition to the paved street assessment WSB can provide an assessment of the gravel street within Breezy Point. The evaluation for this will follow the process outlined in the Gravel PASER Manual developed by the Transportation Information Center (T.I.C.) with support from the Federal Highway Administration, the Wisconsin Department of Transportation, and the University of Wisconsin-Extension. This system is used to set a rating on a scale of 1-5 assessing both the extent of problems on the road and the appropriate repairs or reconstruction needed. This method evaluates major distresses specific to gravel roads including crown issues, drainage problems, surface deformation, dust, and loose aggregate.

Evaluating and rating gravel roads requires a different perspective than similar evaluations of asphalt or concrete pavements. This is due to the nature of gravel roads and their variability. Surface conditions on gravel roads can change overnight. Heavy rains and local heavy traffic can dramatically change the surface characteristics of gravel roads from one day to the next. In addition, routine maintenance activities, such as one pass of a motor grader, could improve the surface conditions of a gravel road significantly. Therefore, the rating provided will only serve as a snapshot of the condition found at the time the segment was reviewed. Building scenarios for 5-year detailed and 10-year summary CIP will not be possible for this task. However, WSB can advise on how gravel streets can be converted to paved streets through the pavement CIPs or provide advice on how to maintain the current gravel streets to develop a best practices guide.



TASK 8 DELIVERABLES

- Esri ArcGIS PCI rating map of all City street segments (PDF format)
- PCI rating table for all City street segments (Excel format)
- **Added value:** Esri ArcGIS integrated high-resolution photos, if the City has an existing Esri account
- Final report summarizing budget scenarios, PCI data, maintenance techniques, service life graphs, and other pavement management information (PDF format)
- **Added value:** Shared maps and data via ArcGIS Online, if the City has an existing Esri account

Proposed Project Schedule

TASK NO. DESCRIPTION	2024					
	JUL	AUG	SEP	OCT	NOV	DEC
1 PAVED STREET INVENTORY AND ASSESSMENT	[Orange bar from Jul to Nov]					
2 STREETLIGHT INVENTORY AND ASSESSMENT	[Orange bar from Jul to Sep]					
3 SIDEWALK INVENTORY/ADA ASSESSMENT	[Orange bar from Jul to Sep]					
4 STREET SIGN INVENTORY, ASSESSMENT, PRIORITIZATION AND COST ESTIMATE	[Grey bar from Sep to Oct]					
5 SANITARY SEWER GRAVITY AND FORCEMAIN INVENTORY, ASSESSMENT, PRIORITIZATION, MAPPING, AND COST ESTIMATES	[Grey bar from Jul to Nov with a black circle in Jul]					
6 SANITARY SEWER TELEVISIONING SCHEDULE, MAPPING, POLICY, AND TEMPLATE RFP	[Grey bar from Jul to Sep]					
7 STORM SEWER INVENTORY AND ASSESSMENT	[Grey bar from Jul to Nov with a white circle in Jul]					
8 GRAVEL STREET INVENTORY AND ASSESSMENT	[Orange bar from Jul to Sep]					
9 FINAL REPORT	[Orange bar in Dec]					

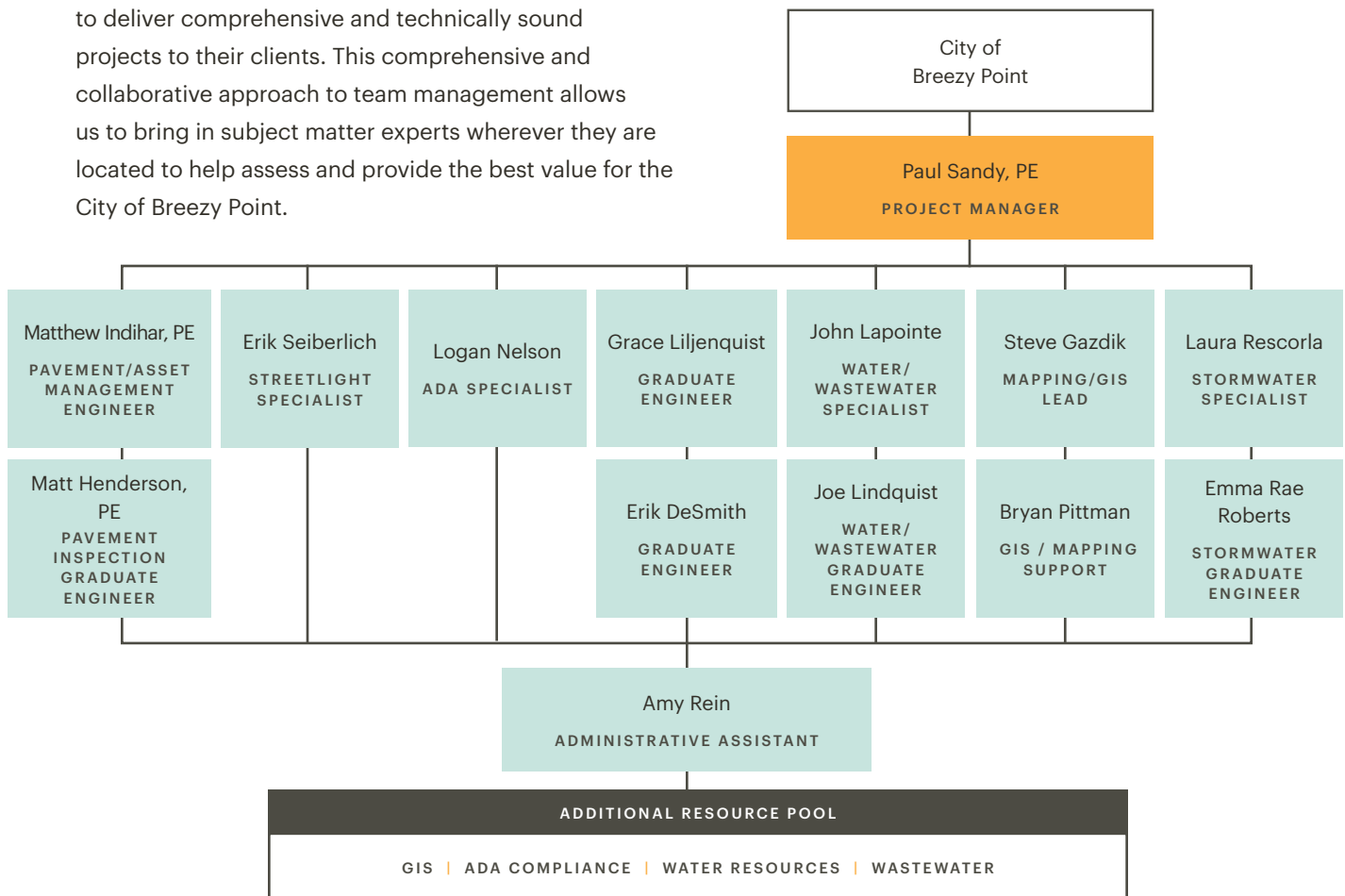
TASK DURATIONS	DISCOVERY MEETINGS
 BASIC SERVICE	 WATER AND SANITARY
 ADDITIONAL SERVICE	 STORM SEWER

Firm Experience: Key Staff



WSB proposes a team of subject matter experts that will utilize their technical expertise and judgment in preparation of the inventories, assessments, and final reports. Much of WSB's organizational chart comes from northern Minnesota offices in Baxter and Duluth.

WSB's offices utilize their collective technical expertise to deliver comprehensive and technically sound projects to their clients. This comprehensive and collaborative approach to team management allows us to bring in subject matter experts wherever they are located to help assess and provide the best value for the City of Breezy Point.





Paul Sandy, PE



PROJECT MANAGER

Paul is a highly skilled and dedicated professional with 13 years of industry experience delivering municipal and transportation projects across multiple states. Paul possesses a robust background in both the public and private sectors that brings a unique perspective to the consulting industry. Paul’s expertise spans various facets of engineering including State Aid and Federal Aid design and delivery guidelines, municipal infrastructure, and asset management. Serving as Client Representative for multiple northern Minnesota communities, Paul brings his proven track record in capital improvement planning for streets and utility infrastructure and a deep understanding of communities needs in the outstate regions of Minnesota.

SERVICE GROUP:

Municipal

REGISTRATION:

Professional Engineer
Minnesota #53635

EDUCATION:

Bachelor of Science in Civil
Engineering, North Dakota
State University, 2011

MEMBERSHIPS:

American Public Works
Association (APWA) -
Outstate Committee Chair

City Engineers Association
of Minnesota (CEAM) - Past
President

Minnesota Society of
Engineers and Surveyors

South Industrial Park Feasibility Study | Benson, MN

CLIENT: CITY OF BENSON

PROJECT DURATION: SEPT 2021 - FEB 2023

Paul was the project manager for a comprehensive analysis and feasibility study for a future industrial park on the south side of Benson. The City of Benson owned a piece of raw farmland on the south side of the community and within City limits and is in need of more industrial park lots to spur additional industrial and commercial commerce in the City. Paul’s team analyzed the feasibility of extending public utilities to the site, reviewed stormwater considerations for a fully developed parcel, looked at potential grant funding sources, and provided conceptual layouts and cost estimates to the City. The feasibility study will be utilized on future grant applications as the City tries to secure the funding for the future buildout of the industrial park.

2023 Street Improvement Project | East Gull Lake, MN

CLIENT: CITY OF EAST GULL LAKE

PROJECT DURATION: SEPT 2022 - NOV 2023

Paul was the project manager in charge of project design, bidding, and construction for the City of East Gull Lake’s 2023 street improvement program, including securing funding through the Local Road Improvement Program (LRIP) for the relocation of Gull Lake Lane in East Gull Lake. Due to realignments of the County roads in East Gull Lake, access would have been cut off to Gull Lake Lane, which provided access to 3 homesteads and Gull Lake Resort on the east side of Gull Lake. Paul’s design team designed the new Gull Lake Lane to State Aid standards to be eligible for LRIP funding, and subsequently managed construction and the grant agreement with the State of Minnesota to reimburse the City for a portion of their construction costs. The project also included safety improvements on Gull Point Road along with the addition of a ‘share the road’ trail in East Gull Lake that will become a future portion of the Gull Lake Trail.

Mississippi Landing Trailhead Park | Brainerd, MN

CLIENT: CITY OF BRAINERD

PROJECT DURATION: OCT 2021 - NOV 2022

This project consisted of a \$2.85 million city park development on East River Road that utilized LCCMR funds. Paul led a project management team of Park Board, Riverfront Committee, City Council, consultant, and staff members in the development of park amenities approved as part of the work plan submitted to the LCCMR Commission. The park includes a promenade, loop sidewalks and trails, canoe/kayak launch, river overlook structure, amphitheater, and restroom facilities. Located on the banks of the Mississippi River, the park had sensitive environmental considerations to consider during plan development.



Matt Indihar, PE



PAVEMENT/ASSET MANAGEMENT ENGINEER

Matt is a senior project manager in WSB’s Construction and Design-Build Services Group and leads the Pavement Management group. He started his career at MnDOT where he over oversaw the construction program and staff. At WSB, he continues to build his legacy of delivering high quality construction projects. He assessments of many industry standards have led to reports and best practices guides used industry wide. Matt continues to move industry standards forward with his critical analysis and unique perspectives. His team performs pavement investigations and forensics for various municipalities in the states of MN, ND, and TX. Matt is proficient with several valuable pavement management tools such as Paver, Cartegraph, ArcGIS, and is a MnDOT trained Veta software operator. He has experience in recommending pavement maintenance and design strategies. Matt has led the development of the capital investment plans and infrastructure improvements for over 50 communities.

SERVICE GROUP:
Construction Services

REGISTRATION:
Professional Engineer

MN #54276

EDUCATION:
Bachelor of Science, Civil Engineering, North Dakota State University, 2012

CERTIFICATIONS:
Construction Site Management

Landscape Specialist

ADA Construction Inspection

Aggregate Production

Bituminous Street I & 2

Concrete Field 1 & 2

Grading and Base 1 & 2

Troxler Nuclear Gauge

MEMBERSHIPS + RECOGNITIONS:
2019 Work Zone Safety Award

OFFICE LOCATION:
Baxter, MN

MnDOT Materials Certification Review | Various Locations, MN

CLIENT: MNDOT

PROJECT DURATION: 2019 - 2021

Matt was responsible for reviewing and assess the current capabilities of MnDOT AASHTOWare Materials Module. This involved reviewing the next phase of updates to the materials testing module and looking for enhancements. This was done by MnDOT district personnel and taskforce/committee members to ensure the feedback from the Districts was carried through to the development team and addressed. It was a key task to determine what items related to materials testing must be included in the module development to make sure that Module would be functional and effective. The FHWA was consulted during this process to verify that their concerns were being addressed with this new system as well. Additional tasks were to assist with review and recommendations on how to improve the Schedule of Materials Control and the Independent Assurance process.

Effectiveness of Fog Seal on Chip Sealed Low Volume Road | Various Locations, MN

CLIENT: MNDOT D3

PROJECT DURATION: 2020 - 2022

As the Co-Principle Investigator on this project for the Local Road Research Board Matt lead the research initiatives and development of the project documents. This project involved reaching out to Counties and Municipalities throughout Minnesota to determine the experience within the state with applying fog seals to chip seals on low volume roads. Once a group of experienced roadway owners was determined data was gathered on existing practices, costs and project results. From this data the team was able to quantify the effectiveness of the fog seals applied to chip seals compared to a stand-alone chip seal project. Beyond that Matt and his team were able to develop a best practices guide based off all the data gathered and research done with on construction practices in other states. This project was proposed by several municipalities and has now provided data and resources for them to make informed decisions on this product and guidance on how to deliver a project with a high level of quality.



Matt Henderson, PE

PAVEMENT SPECIALIST

Matthew is a Professional Engineer in WSB's Construction and Design-Build Services Groups with experience working on pavement management projects for dozens of municipalities and private clients. Matthew's experience includes assisting each client to meet their specific pavement needs with services ranging from inspecting city pavement, pavement coring and forensics, reviewing maintenance records, projecting future conditions, analyzing budget scenarios, recommending maintenance activities, creating multi-year capital improvement plans, and authoring pavement management reports. He is the author of WSB's Pavement Inspection Guide and Pavement Distress Field Guide. Matthew has experience analyzing road, trail, and parking lot pavement and he has worked with asphalt and concrete surfaces. He is well versed with client management and understands how to effectively meet the specific needs of each client by working with the owner, communicating his findings, and delivering relevant information for proper pavement management techniques. He has also taught pavement related civil engineering classes at the University of Minnesota Duluth.



Erik Seiberlich

STREETLIGHT SPECIALIST

Erik is an experienced traffic engineer with experience on traffic and transportation engineering projects. Erik's experience ranges from traffic signal and lighting design (interchange, corridor, pedestrian level and site and aesthetic lighting), signing & striping and ITS design to traffic forecasting, modeling and operations. Erik has an extensive background working on a variety of projects in all MnDOT Districts.



Logan Nelson

ADA SPECIALIST

Logan graduated with a degree in civil engineering in 2018. His responsibilities include construction inspection, contract administration, and quality control. Logan has worked on projects with a range of funding sources, including state, federal, and city agencies. Logan's experience in construction inspection, organization, and technical skills make him a valuable asset to the completion of an array of construction projects.



Grace Liljenquist

GRADUATE ENGINEER

Grace is a graduate engineer in our municipal division, out of our Baxter, MN office. Grace graduated from North Dakota State University in 2022 with her Bachelor of Science in Construction Engineering. She has 2 years of experience in project management and construction administration. Prior to joining WSB, Grace was a project manager in the commercial division at Rice Lake Construction Group. With this experience, Grace has developed strong written and verbal communication skills and attention to detail, along with complex problem-solving skills. Grace's commercial project management experience with projects from estimating to close out brings valuable insight and a unique perspective to the team.



Erik DeSmith

STREETLIGHT SPECIALIST

Erik is a graduate engineer within WSB's municipal group. He recently graduated from the University of Minnesota Duluth with a Bachelor of Science in Civil Engineering. While in school, he was involved in leadership positions through the American Society of Civil Engineers (ASCE) student chapter where he was the Treasurer for club operations and the Finance Officer for a local symposium the chapter hosted. He worked for the City of Brainerd and with a private consulting company during the summers. He's experienced in municipal infrastructure maintenance work, surveying, and municipal-related projects. His attention to detail, communication, and enthusiasm for civil engineering led to his success in school and with his work.



John Lapointe

WATER/WASTEWATER SPECIALIST

John Lapointe has been involved in the fields of water and wastewater engineering since 1978. His experience includes six years with the Iowa Department of Natural Resources (IDNR) performing inspections of water and wastewater treatment facilities and reviewing plans and specifications for compliance with state regulations and standards. Following employment at IDNR, he was in the consulting field from 1984 to 2005, working for firms in Iowa and Minnesota. From 2005 to 2014, he was employed as a design engineer/project manager for US Water Services where he provided water and wastewater treatment solutions to the commercial/industrial market. After a one year assignment as a District Engineer with the Minnesota Department of Health, John returned to the consulting engineering field in 2015.



Steve Gazdik, MGIS

MAPPING/GIS LEAD

Steve is proficient with all products under the ESRI ArcGIS Platform including Spatial Analyst, 3D Analyst, and Geostatistical Analyst extensions and has 14 years of experience in the Geographic Information System (GIS) field. He has vast experience working with local, municipal, state, and government agencies which includes adhering to each of their data and metadata standards, data accuracy, practices, and innovating new solutions. Steve has experience with GIS enterprise geodatabase design, creation, and manipulation along with developing and converting data from various sources. He has expertise updating and standardizing GIS databases used for publishing maps and figures as well as feature/map services to be used within Web AppBuilder for ArcGIS, ArcGIS Experience Builder, ArcGIS Online, and ArcGIS API for JavaScript. He has extensive background of digitizing spatial data from aerial imagery and georeferencing historical maps and as-builts. Steve has also created 20+ ArcGIS Hub sites that allow effective communication, direct public engagement, and data transfers between agencies.



Bryan Pittman

MAPPING/GIS SUPPORT

Bryan has 22 years of experience within the field of Geographic Information Systems (GIS), 17 of those as a Sr. GIS Specialist with WSB. Bryan is proficient with all products under the ArcGIS Platform. His experience includes working with data models and schema for utility and fiber datasets, database design and management, data manipulation and aggregation, ESRI's Field Maps and Survey123 applications, Lidar data, and spatial/3D analysis. Bryan has been the GIS lead and project manager on numerous projects involving utility data models and schema conversions, including a project with the City of Eagan transferring their stormwater data into the MGIS data standard. He has also been responsible for the quality control and database management on a number of projects, and leads the day-to-day GIS support and technical troubleshooting within WSB. Bryan works closely with clients to address their GIS needs and develop thorough technical solutions.



Emma Rae Roberts, EIT

STORMWATER GRADUATE ENGINEER

Emma Rae has two years of experience working for the City of Woodbury's Engineering team, assisting engineers and project managers. She inspected various municipal projects according to MS4 throughout the City. Emma Rae conducted traffic volume and speed counts and interpreted the data to improve road safety and efficiency. She prepared and maintained accurate and complete inspection records for the City using Excel. Emma Rae reviewed the city for a potential bike lane system. Overall, she displayed strong communication skills while visiting job sites, residents, and consultants.

Firm Experience: Project Examples



Pavement Management

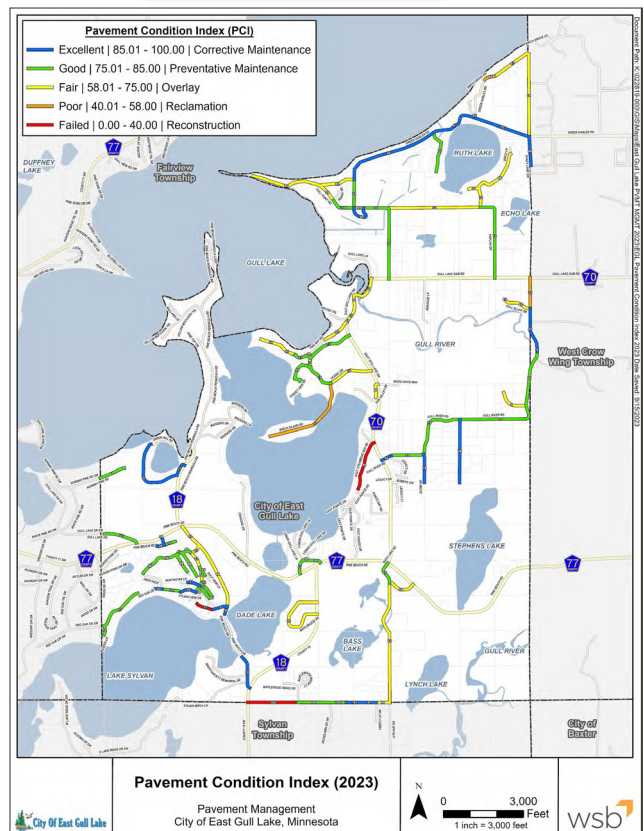
CLIENT: CITY OF EAST GULL LAKE
LOCATION: EAST GULL LAKE, MN
DURATION: MAY 2023 - OCT 2023

The City of East Gull Lake hadn't performed pavement inspections in several years and had never developed a formal capital investment plan for their roadways and related assets. In 2023, WSB performed pavement inspections on over 22 miles of road segments for the City. This project focused on discovering how a specific group of roads in the East Gull Lake were performing. WSB provided the data the City needed to analyze their network, including figures summarizing conditions. Pavement condition indexes were calculated in PAVER and listed along with condition maps.

In addition to these pavement scores WSB also evaluated their sign inventory and provided ratings. All of these assets were then rolled into a capital investment plan to plan out their budget needs for the next 5 to 10 years.

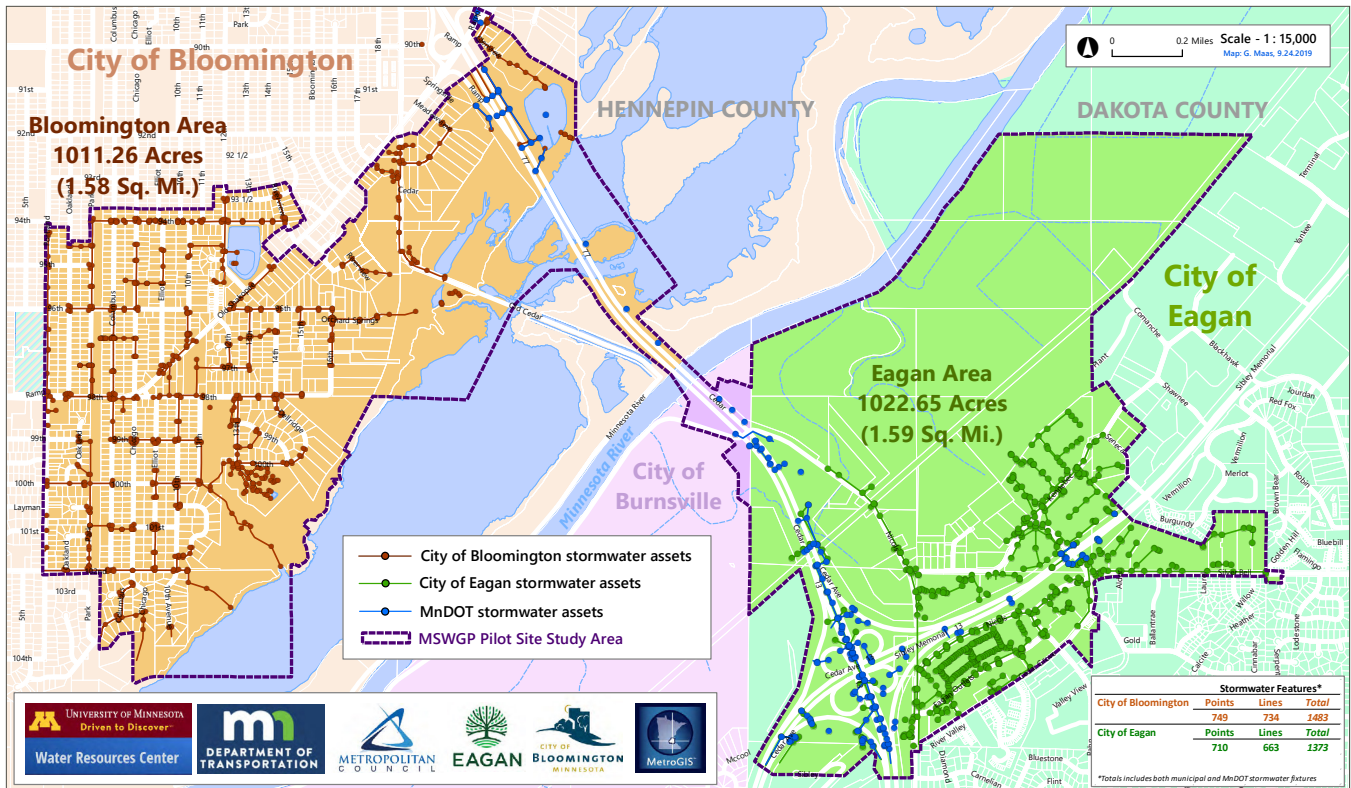
KEY WSB STAFF: MATT INDIHAR, MATT HENDERSON, PAUL SANDY

REFERENCE: DAVE KAVANAUGH | MAYOR | 10790 GULL POINT ROAD | EAST GULL LAKE, MN 56401 | 218.851.7102 | DAVEK@EASTGULLLAKE.US



Metro Stormwater Geodata Project – Pilot Project Study

CLIENT: CITY OF EAGAN
LOCATION: EAGAN, MN
DURATION: JAN 2020 - APR 2020



The City of Eagan sought WSB’s GIS team to support a pilot project to migrate a portion of the City’s storm sewer system GIS data into the MetroGIS stormwater data standard. The pilot project was led by MetroGIS and included support and data from MnDOT, the City of Bloomington, Met Council, and the University of Minnesota’s Water Resources Center. The City’s goals for this project were to gain a better understanding of the scope to migrate the entire City’s GIS stormwater GIS datasets into the MetroGIS stormwater data standard. WSB converted a project area of more than 700 stormwater point and linear features. This included other jurisdiction’s storm water GIS data from the Minnesota Department of Transportation and private organizations. WSB documented the conversion process, categorized

the stormwater infrastructure datasets, and converted the pilot project’s data into the MGIS standard. Final documentation included the converted stormwater data as compilation of Esri feature classes and a spreadsheet that outlined all stormwater asset classifications and the crosswalk between existing data fields to the supported MGIS standard.

KEY WSB STAFF: JUSTIN HANSEN, BRYAN PITTMAN

WSB FEE: \$ 3,500

REFERENCE: TAMI MADDIO | GIS COORDINATOR | 3830 PILOT KNOB RD | EAGAN, MN 55122 | 651.675.5212 | TMADDIO@CITYOFEAGAN.COM

Stormwater GIS Inventory and Data Model

CLIENT: SCOTT COUNTY

LOCATIONS: SCOTT COUNTY, MN

DURATION: SEPT 2018 - DEC 2018



Scott County sought out WSB to assist with building the County's asset inventory in GIS for stormwater assets. The project included collecting asset location information utilizing high-accuracy GPS for all storm structures within the County. WSB collected attribute information for each stormwater asset consistent with the County's existing stormwater data model for structures and pipes. The data was collected real-time in the field and shared with the County to streamline the quality control process. WSB also performed a complete review of all County as-builts for data accuracy and completeness.

The final data deliverable included a complete data model conversion to support the new Minnesota MetroGIS Stormwater Geodata model with compatibility with the County's Cartegraph OMS system. This formed the basis for the County's stormwater asset management program.

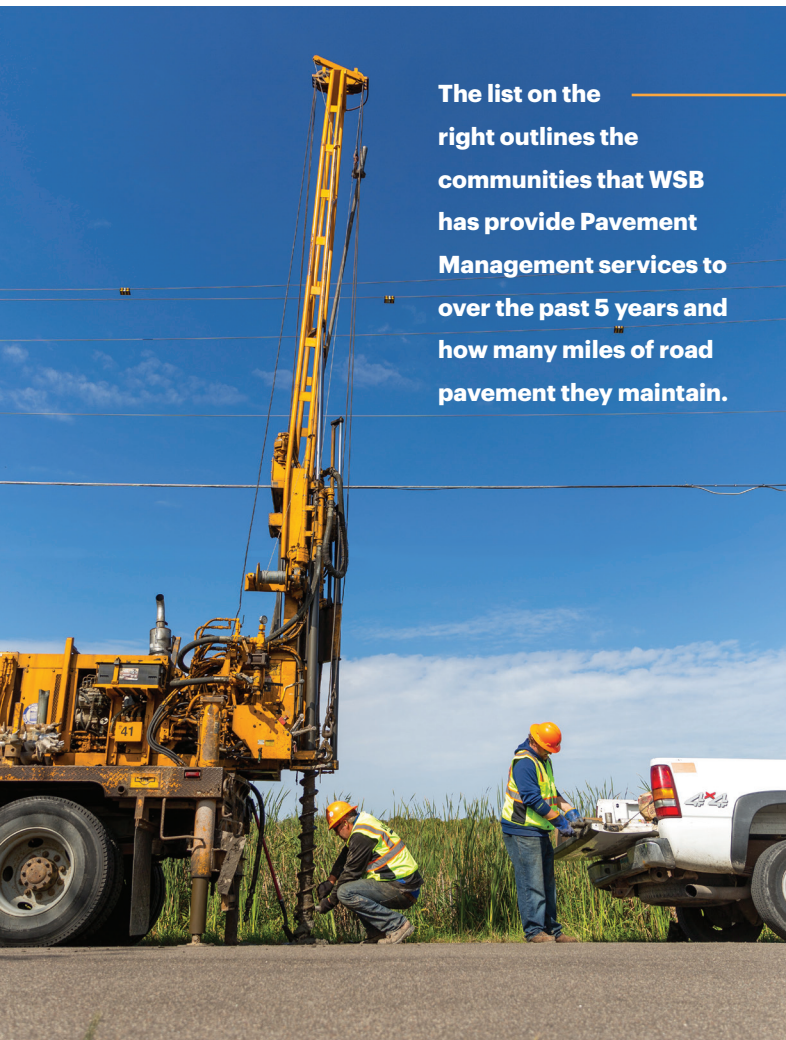
KEY WSB STAFF: JUSTIN HANSEN, BRYAN PITTMAN

COST: \$35K

REFERENCE: LISA FREESE | TRANSPORTATION SERVICES DIRECTOR | 952.496.8363 | LFREESE@CO.SCOTT.MN.US

Recent Pavement Management Clients

WSB regularly provides Pavement Management services to communities of all sizes. We work closely with each client to provide the specific services needed. Whether it be a large metropolitan City or a rural Township, we have the knowledge and resources to help ensure a pavement network is being properly maintained. Our Pavement Management services include pavement inspections, pavement forensics, reviewing maintenance records, projecting future pavement conditions, analyzing budget scenarios, recommending maintenance activities, creating multi-year capital improvement plans, and authoring comprehensive pavement management reports. Our expertise extends beyond just road pavement and many of our clients ask us to help with trail and parking lot pavements.



The list on the right outlines the communities that WSB has provide Pavement Management services to over the past 5 years and how many miles of road pavement they maintain.

CLIENT	PAVEMENT MILES	LAST TIME WE WORKED IN THAT CITY
BUDA, TX	158	2022
BURNSVILLE	225	2024
CASS LAKE	9	2020
CHAMPLIN	84	2021
CHANHASSEN	119	2022
CIRCLE PINES	17	2023
DEEPAVEN	27	2024
DUNDAS	12	2022
EAST GULL LAKE	30	2023
EXCELSIOR	135	2023
GOLDEN VALLEY	120	2024
GREENWOOD	5	2024
HANOVER	20	2024
HUGO	100	2021
LAKETOWN TOWNSHIP	6	2023
LAKEVILLE	300	2022
LAWTON, OK	515	2024
LINO LAKES	105	2024
LITTLE FALLS TOWNSHIP	21	2023
LONG LAKE	5	2019
LONSDALE	26	2022
MAHTOMEDI	42	2023
MAPLE GROVE	264	2024
MINNETRISTA	52	2024
MUNSON TOWNSHIP	20	2020
NORTH ST. PAUL	48	2024
ORROCK TOWNSHIP	48	2023
OSCEOLA COUNTY	201	2019
OSSEO	11	2023
PRINCETON	33	2022
PRIOR LAKE	100	2024
ROLLINGWOOD, TX	10	2024
SOUTH ST. PAUL	80	2023
ST. PAUL PARK	29	2019
SUNFISH LAKE	5	2024
TONKA BAY	40	2020
VADNAIS HEIGHTS	39	2019
VICTORIA	50	2022
WAKEFIELD TOWNSHIP	50	2021
WYOMING	56	2021

Fee Proposal



TASK NO. DESCRIPTION	SR. PROJECT MANAGER P. SANDY	PAVEMENT/MATERIALS SPECIALIST M. INDIHAR	PAVEMENT INSPECTION M. HENDERSON	STREETLIGHT SPECIALIST E. SEIBERLICH	ADA SPECIALIST L. NELSON	FIELD REP G. LILJENQUIST	WATER/WASTEWATER SPC. J. LAPOINTE	STORMWATER GRAD. ENG. E. ROBERTS	ADMIN. A. REIN	MAPPING/GIS LEAD S. GAZDIK	MAPPING/GIS SUPPORT B. PITTMAN	TOTAL		
												HOURS	FEE	
1 PAVED STREET INVENTORY AND ASSESSMENT (BASIC SERVICE)														
1.1 PROJECT MANAGEMENT	1	8											9	\$1,772
1.2 STREET FUNCTIONAL CLASSIFICATION/DESIGN STANDARD REVIEW		4	2										6	\$1,054
1.3 CYV AI DEPLOYMENT/DATA COLLECTION/INVENTORY		2				16				6	2		26	\$3,800
1.4 DATA PROCESSING		2	6										8	\$1,222
1.5 PAVER ANALYSIS		4	14							2	1		21	\$3,222
1.6 MAPPING										2	1		3	\$500
1.7 PAVEMENT REPORT		6	20										26	\$3,944
1.8 QA/QC		4											4	\$776
TASK 1 TOTAL ESTIMATED HOURS AND FEE	1	30	42			16				10	4		103	\$16,290
2 STREETLIGHT POLICY AND ASSESSMENT (BASIC SERVICE)														
2.1 PROJECT MANAGEMENT	4												4	\$880
2.2 STREET LIGHT POLICY (PLACEMENT AND DESIGN)	4												4	\$880
2.3 CAPITAL COST, COST OF SERVICE, MAINTENANCE, AND REPLACEMENT ESTIMATES				8									8	\$1,760
2.4 TECHNICAL MEMORANDUM	2			4									6	\$1,320
2.5 MAPPING										8	8		16	\$2,736
2.6 QA/QC	2												2	\$440
TASK 2 TOTAL ESTIMATED HOURS AND FEE	12			12						8	8		40	\$8,016
3 SIDEWALK INVENTORY AND ADA ASSESSMENT (BASIC SERVICE)														
3.1 PROJECT MANAGEMENT	4												4	\$880
3.2 FIELD WALK, INVENTORY, ADA INFRASTR. ASSESSMENT					4	4							8	\$1,080
3.3 DATA PROCESSING					4								4	\$556
3.4 NEW SIDEWALK AND TRAIL POLICY/RECOMMENDATIONS	4					8							12	\$1,928
3.5 QUANTITY TAKEOFF/ESTIMATING	4				4	16							24	\$3,532
3.6 MAPPING										8	8		16	\$2,736
3.7 FINAL DOCUMENT PRODUCTION					2	4							6	\$802
3.8 QA / QC	2												2	\$440
TASK 3 TOTAL ESTIMATED HOURS AND FEE	14				14	32				8	8		76	\$11,954
4 STREET SIGN INVENTORY, ASSESSMENT, PRIORITIZATION AND COST ESTIMATE (ADDITIONAL SERVICE)														
4.1 PROJECT MANAGEMENT	4												4	\$880
4.2 FIELD VISIT/RETROREFLECTIVITY ANALYSIS						24							24	\$3,144
4.3 STREET SIGN INFRASTRUCTURE ASSESSMENT						4							4	\$524
4.4 QUANTITY TAKEOFF/ESTIMATING						8							8	\$1,048
4.5 5-YEAR REPLACEMENT PLAN	2					4							6	\$964
4.6 MAPPING										4	4		8	\$1,368
4.7 QA/QC	2					2							4	\$702
TASK 4 TOTAL ESTIMATED HOURS AND FEE	8					42				4	4		58	\$8,630

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TASK NO. DESCRIPTION	SR. PROJECT MANAGER P. SANDY	PAVEMENT/ MATERIALS SPECIALIST M. INDIHAR	PAVEMENT INSPECTION M. HENDERSON	STREETLIGHT SPECIALIST E. SEIBERLICH	ADA SPECIALIST L. NELSON	FIELD REP G. LILJENQUIST	WATER/ WASTEWATER SPC. J. LAPOINTE	STORMWATER GRAD. ENG. E. ROBERTS	ADMIN. A. REIN	MAPPING/GIS LEAD S. GAZDIK	MAPPING/GIS SUPPORT B. PITTMAN	TOTAL	
												HOURS	FEE
5 SANITARY SEWER GRAVITY AND FORCEMAIN INVENTORY, ASSESSMENT, PRIORITIZATION, MAPPING, AND COST ESTIMATES (ADDITIONAL SERVICE)													
5.1 PROJECT MANAGEMENT	4											4	\$880
5.2 DISCOVERY MEETING (ASSUMED 1)	2					2	2					6	\$1,116
5.3 AS-BUILT/EXISTING MAPPING REVIEW										4	4	8	\$1,368
5.4 SEWER INFRASTRUCTURE ASSESSMENT						4	8					12	\$2,180
5.5 MAPPING										24	16	40	\$6,736
5.6 PROJECT SCOPE ANALYSIS (RECONSTRUCTION VS. REHABILITATION)							4					4	\$828
5.7 QUANTITY TAKEOFF/ESTIMATING	4											4	\$880
5.8 TECHNICAL MEMORANDUM	2					4	4					10	\$1,792
5.9 QA / QC	2											2	\$440
TASK 5 TOTAL ESTIMATED HOURS AND FEE	14					10	18			28	20	90	\$16,220
6 SANITARY SEWER TELEVISIONING SCHEDULE, MAPPING, POLICY, AND TEMPLATE RFP (ADDITIONAL SERVICE)													
6.1 PROJECT MANAGEMENT	1											1	\$220
6.2 TELEVISIONING SCHEDULE	2					4						6	\$964
6.3 DRAFT TELEVISIONING POLICY	4					4						8	\$1,404
6.4 DRAFT TELEVISIONING RFP	2					2						4	\$702
6.5 MAPPING										4	4	8	\$1,368
6.6 QA/QC	2					2						4	\$702
TASK 6 TOTAL ESTIMATED HOURS AND FEE	11					12				4	4	31	\$5,360
7 STORM SEWER INVENTORY AND ASSESSMENT (ADDITIONAL SERVICE)													
7.1 PROJECT MANAGEMENT	4											4	\$880
7.2 DISCOVERY MEETING (ASSUMED 1)	2					2		2				6	\$944
7.3 AS-BUILT/EXISTING MAPPING REVIEW										4	4	8	\$1,368
7.4 STORM SEWER INFRASTRUCTURE ASSESSMENT						4		8				12	\$1,492
7.5 MAPPING										16	16	32	\$5,472
7.6 PROJECT SCOPE ANALYSIS (RECONSTRUCTION VS. REHABILITATION)								4				4	\$484
7.7 QUANTITY TAKEOFF/ESTIMATING						6						6	\$786
7.8 TECHNICAL MEMORANDUM	2					4		4				10	\$1,448
7.9 QA / QC	2											2	\$440
TASK 7 TOTAL ESTIMATED HOURS AND FEE	10					16		18		20	20	84	\$13,314
8 GRAVEL STREET INVENTORY AND ASSESSMENT (BASIC SERVICE)													
8.1 PROJECT MANAGEMENT	2	2										4	\$828
8.2 DALA COLLECTION AND INVENTORY		10				12						22	\$3,512
8.3 MAPPING										3		3	\$474
8.4 GRAVEL ROAD REPORT		4	8									12	\$1,888
8.5 QA/QC	2											2	\$440
TASK 8 TOTAL ESTIMATED HOURS AND FEE	4	16	8			12				3		43	\$7,142

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TASK NO. DESCRIPTION	SR. PROJECT MANAGER P. SANDY	PAVEMENT/ MATERIALS SPECIALIST M. INDIHAR	PAVEMENT INSPECTION M. HENDERSON	STREETLIGHT SPECIALIST E. SEIBERLICH	ADA SPECIALIST L. NELSON	FIELD REP G. LILJENQUIST	WATER/ WASTEWATER SPC. J. LAPOINTE	STORMWATER GRAD. ENG. E. ROBERTS	ADMIN. A. REIN	MAPPING/GIS LEAD S. GAZDIK	MAPPING/GIS SUPPORT B. PITTMAN	TOTAL		
												HOURS	FEE	
9 FINAL REPORT (BASIC SERVICE)														
9.1 PROJECT MANAGEMENT	8												8	\$1,760
9.2 DATA COMPILATION						24							24	\$3,144
9.3 PROJECT PROFILE REPORTS (5-YEAR AND 10-YEAR)						24							24	\$3,144
9.4 TOTAL PROJECT BUDGETS	4					16							20	\$2,976
9.5 APPENDICES						2							2	\$262
9.6 FINAL REPORT									5				5	\$615
9.7 QA/QC	4					4							8	\$1,404
9.8 COMMISSION/CITY COUNCIL MEETINGS (ASSUMED 3)	6												6	\$1,320
TASK 9 TOTAL ESTIMATED HOURS AND FEE	22					70			5				97	\$14,625
TOTAL ESTIMATED HOURS TASKS 1-3, 9 (BASIC SERVICES)	49	30	42	12	14	118			5	26	20		316	\$50,885
TOTAL ESTIMATED HOURS TASK 4 (ADDITIONAL SERVICE) - STREET SIGNS	8					42				4	4		58	\$8,630
TOTAL ESTIMATED HOURS TASK 5 (ADDITIONAL SERVICE) - SANITARY SEWER ASSESSMENT	14					10	18			28	20		90	\$16,220
TOTAL ESTIMATED HOURS TASK 6 (ADDITIONAL SERVICE) - SEWER TELEVISIONING POLICY/RFP	11					12				4	4		31	\$5,360
TOTAL ESTIMATED HOURS TASK 7 (ADDITIONAL SERVICE) - STORM SEWER ASSESSMENT	10					16		18		20	20		84	\$13,314
TOTAL ESTIMATED HOURS TASK 8 (ADDITIONAL SERVICE) - GRAVEL ROAD ASSESSMENT	4	16	8			12				3			43	\$7,142
TOTAL ESTIMATED HOURS TASKS 4-8 (ADDITIONAL SERVICES)	47	16	8			92	18	18		59	48		306	\$50,666
AVERAGE HOURLY BILLING RATE	220	194	139	220	139	131	207	121	123	158	184			
TOTAL FEE BY LABOR CLASSIFICATION	\$21,120	\$8,924	\$6,950	\$2,640	\$1,946	\$27,510	\$3,726	\$2,178	\$615	\$13,430	\$12,512			\$101,551
LUMP SUM SERVICES														
CYVL.AI (SUBCONSULTANT) PROCESSING FEE													LS	\$9,000
TOTAL FEE FOR LUMP SUM SERVICES													LS	\$9,000
TOTAL PROJECT FEE (BASIC SERVICES) - TASKS 1-3, 9													\$59,885	
TOTAL PROJECT FEE (BASIC SERVICES + ADDITIONAL SERVICES) - TASKS 1-9													\$110,551	

Forge ahead.



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