

July 27, 2026

Joshua Skluzacek
City of Dickinson
38 1st Street West
Dickinson, ND 58601

Re: Proposal for Construction Administration for the East Broadway Dam Replacement Project

Dear Josh:

We are pleased to provide the City of Dickinson (City) with our proposal to provide construction administration services for the East Broadway Dam Replacement Project.

The following sections describe the scope of services Barr Engineering Co. (Barr) will perform, the anticipated schedule, and estimated costs.

Scope of Work

The Scope of Work for the East Broadway Dam Replacement Project construction support will include the following tasks:

Task 1: Meetings and Project Management

Preconstruction Meeting – Barr will coordinate a preconstruction meeting with the construction Contractor and City. We will prepare and distribute an agenda for the meeting, facilitate the meeting, and prepare and distribute minutes after the meeting. The meeting will be held virtually via Microsoft Teams and will be attended by up to three Barr staff for a maximum duration of two hours.

Weekly Progress Meetings – We have assumed there will be 24 weekly progress meetings with the Contractor and City during construction, with an average duration of 30 minutes. Barr will prepare and distribute an agenda for the meeting, facilitate the meeting, and prepare and distribute minutes after the meeting. The meetings will be facilitated by Barr's project manager and also attended by Barr's primary onsite observer.

Project Management – Project management activities will consist of monitoring Barr's budget in relation to the anticipated remaining construction duration, developing and maintaining a project SharePoint or document management site for construction documents, and preparing and distributing invoices to the City.

Our **deliverables** for Task 1 will be:

- Preconstruction meeting agenda and minutes
- Weekly construction meeting agendas and minutes
- SharePoint or document management site (if not provided by Contractor)

Task 2: Construction Administration

Construction Administration activities will include the following:

- **Submittals:** Reviewing submittals from the Contractor. We assume a maximum of one resubmittal for each submittal from the contractor.
- **RFI's:** Responding to requests for information (RFI's) and questions from the Contractor.
- **Plan Revisions:** Revising the Plans if design changes are needed during construction. We have assumed the Plans will be revised and re-issued up to two times for minor changes. Minor changes do not include modifications to the rock riffle spillway geometry.
- **Pay Applications:** Reviewing Pay Applications from the Contractor and providing a recommendation for payment to the City. We have assumed pay applications will be submitted monthly and up to 8 pay applications will be submitted for review.
- **Change Orders:** Assisting the City with review and execution of change orders from the Contractor. We have assumed a maximum of two minor change orders over the duration of the project.

This Construction Administration task also includes general technical support from the design team, such as help interpreting the Plans and Specifications for field staff, verifying field conditions match design assumptions, and assessing the need for potential design modifications.

Our **deliverables** for Task 2 will be:

- Submittal reviews
- RFI responses
- Plan revisions – up to two times for minor changes
- Pay application review and recommendations
- Change order request reviews

Task 3: Onsite Observation

Regular Onsite Observation – Barr will provide regular onsite construction observation during the project. The onsite observer will confirm the project is being constructed as designed, help the contractor interpret the Plans and Specifications, communicate with the City, Contractor, and Engineer of Record, take photographs of construction activities, help track construction quantities, and prepare daily construction reports for submittal to the City and Engineer of Record.

We have assumed the contractor will complete the bulk of the work over a 15-week time period in fall 2027. During this period of the most work, we've assumed a civil engineer from Barr's Bismarck office will visit the site up to three times per week, for up to 8 hours per day (inclusive of travel time). In addition to the period where the contractor completes the bulk of the work, we've assumed one trip every two weeks while the contractor is ramping up and winding down construction activities.

Construction material testing and construction staking/surveying will be the responsibility of the construction contractor and are not included in this scope of work.

Engineer of Record Site Visits – In addition to the regular onsite construction observation, we have assumed up to three visits from the Engineer of Record, or another senior engineering staff member experienced in rock riffle spillway construction to visit the site. We have assumed either Matt Peterson or Jon Ausdemore will make these visits. These site visits will happen during key construction activities, or as requested by the City to assist with interpreting the design and to review site conditions

Our **deliverables** for Task 3 will be:

- Construction observation daily reports for days Barr is onsite

Task 4: Record Drawings and Closeout

After completion of construction, Barr will prepare Record Drawings and complete closeout paperwork required by permitting agencies. The Record Drawings will be a modification to the construction drawings, depicting changes made during construction, as recorded by the Contractor, construction observer, Engineer of Record, and City. The Contractor will be required to take as-built survey data, and this data will be incorporated into the Record Drawings. The Record Drawings will be suitable for submittal to permitting agencies to document construction completion and changes made during construction.

Conditions of the USACE 404 permit require a Compliance Certification Form be completed and submitted within 30 days following construction, certifying that the work was completed in compliance with the permit conditions. Barr will complete this form and submit to the USACE on the City's behalf, along with select photographs of the completed construction (as requested by the USACE).

Similarly, the Department of Water Resources (DWR) Construction permit requires a Construction Notification Form be completed and submitted to the DWR within two years of construction completion. This form is to certify that the project was constructed in conformance with the DWR Construction permit, and the Record Drawings are attached to the form. Barr will complete this form and submit to the DWR on the City's behalf.

Completion of a Construction Documentation Report is not included in this scope of work.

Our **deliverables** for this task will be:

- Record Drawings
- Completed USACE 404 Compliance Certification Form
- Completed DWR Construction Completion Notification Form

Task 5: FEMA LOMR

Based on hydraulic evaluation completed during design, it is anticipated that replacement of the East Broadway Dam will cause a reduction of the Base Flood Elevation (a.k.a. 100-year flood event elevation) of up to 1.05 feet at multiple model cross sections upstream of the dam. The North Dakota Department of Water Resources (DWR) completed a Floodway Review during the project design and permitting, and indicated that "Upon completion of the project, a Letter of Map Revision submitted to FEMA appears to be necessary for the mappable change upstream of the project, estimated to be an up to 1.05-foot drop in Base Flood Elevation at multiple model cross sections."

This scope item is to prepare and submit a Letter of Map Revision (LOMR) request to the Federal Emergency Management Agency (FEMA).

Preparation of a LOMR is a significant effort. The requirements for completing a LOMR are summarized in FEMA document "Instructions for completing the application forms for conditional letters of map revision and letters of map revision". Below is a summary of the items FEMA requires to be submitted with the LOMR request:

- Narrative
 - Written description of the purpose of the request, scope of project, and methodology used to analyze the project effects
- MT-2 Application Forms
- Hydrologic Analysis

- For this case, we are not changing the hydrology of the area, and thus assume revised hydrologic analysis will not be necessary for the submittal
- Hydraulic Analysis
 - 1D HEC-RAS modeling, reflecting as-built conditions of the rock riffles and demonstrating water level impacts, as-built conditions will be based on survey data provided by construction Contractor
 - Water level impacts will be along the Heart River from the existing East Broadway dam upstream, and tie-in to no impacts at Mann's dam or further downstream
 - Water level impacts are also anticipated along the Dickinson Southwest Drainage Ditch from the confluence with the Heart River upstream to 8th Ave SW
- Certified Topographic Work Map
 - Based on as-built survey data provided by construction Contractor
 - Signed by North Dakota Professional Engineer
 - Including GIS data
- Annotated Flood Insurance Rate Map (FIRM)
 - Showing revised boundary of 1-percent-annual-chance floodplain, 0.2-percent-annual-chance floodplain, and regulatory floodway
- Review Fee Payment, may be up to \$8,000 (paid directly by City)
- Operation and Maintenance Plan
- As-built Plans
 - Use Record Drawings prepared in Task 4 above for this
- Floodway Notice
 - A floodway public notice will need to be provided to all affected property owners. Barr will prepare the public notice. It is assumed the City will distribute the public notice to the affected property owners.
- Property Owner Notification
 - Since the project will be lowering the base floodplain elevation, it is assumed that no legal notices will need to be prepared or issued to property owners because there will not be an increase in flood hazards.
- Endangered Species Act (ESA) Compliance
 - Assumed will not be necessary, as the project will have already been constructed and this is required for CLOMR's only.

Barr will prepare the items listed above on behalf of the City. We assume the City will pay the LOMR application fee directly to FEMA. It is anticipated preparation of the LOMR submittal will take approximately six months after the completion of construction. The estimated budget assumes addressing one round of comments from FEMA.

Schedule

We will begin the construction support for the East Broadway Dam Replacement Project once we have been provided notice-to-proceed (NTP) from the City, which we anticipate to be approximately the same time as the City provides the notice of award to the selected construction contractor, approximately September 1, 2026. Due to funding and permitting constraints, the contractor will not be granted Notice to Proceed until approximately July 1, 2027. The following table shows the milestones for the anticipated project schedule based upon our current understanding of construction schedule.

Milestone	Estimated Date
Notice of Construction Contract Award / Begin Barr Contract	September 1, 2026
Notice to Proceed to Contractor	July 1, 2027
Substantial Completion	March 3, 2028
Final Completion	June 2, 2028
USACE Construction Compliance Submittal	30 days following construction
DWR Construction Completion Notification form and Record Drawings	90 days following construction completion (required within 2-years)
FEMA LOMR Submittal	December 1, 2028

Cost

An estimated cost for each task described above is presented in the table below.

Work Item		Labor Fees	Expenses	Total Estimated Cost
Task 1	Meetings and Project Management	\$28,215	\$0	\$28,215
Task 2	Construction Administration	\$82,010	\$0	\$82,010
Task 3	Onsite Observation	\$93,700	\$15,920	\$109,620
Task 4	Record Drawings and Closeout	\$12,300	\$0	\$12,300
Task 5	FEMA LOMR	\$54,670	\$0	\$54,670
Subtotal		\$270,895	\$15,920	\$286,815

Thank you for the opportunity to provide this submission. If you have any questions about our proposal or would like additional information, please contact either one of us.

Sincerely,



Jon D. Ausdemore, PE
 Principal Vice President



Matt Peterson, PE
 Project Manager