

Supplemental Letter Agreement No. 2022-5

December 19, 2022

Mayor Christy
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

RE: Forest Lake Site
City Project 2022-56
Utility Design

Dear Mayor Christy,

City Project 2022-5 includes Parcels 91-555-0910 and 91-420-0510 located in Itasca County, Minnesota. It is understood the two parcels are proposed to be split up into approximately 22 single family homes, with an alley located in the center of the existing Parcel 91-55-0910 and then returning to the intersection of 7th Avenue NW and 7th Street NW. Utilities will need to be extended through the site to extend services to the proposed single-family homes.

The City Engineer has requested that we prepare this Supplemental Letter Agreement (SLA) for the utility design of the project area for your consideration. Our estimated work scope and fees for this project are listed below.

Utility Design

Short Elliott Hendrickson Inc. (SEH) will perform engineering tasks as required to design the proposed sanitary sewer, watermain, and services to the proposed lots. This includes topographic survey, design of proposed infrastructure, preparation of required permits and paperwork for necessary agencies (excluding wetland permitting), specification preparation, bidding documents, answer questions during bidding phase, bid opening, tabulation of bids, and letter of recommendation based on bids.

Miscellaneous Services

SEH will coordinate any additional activities outside of the scope of utility design as requested by The City Engineer.

Project Schedule

Design work will be coordinated with Grand Rapids Economic Development platting schedule.

Fee Schedule

The fees for design will be as listed in the Master Engineering Services Contract for a Reconstruction Project (design fee = 7.0% of low construction bid). The current estimate of the construction cost is estimated to be \$610,000 which equates to an estimated SEH design fee of \$42,700.

The fees for the miscellaneous services are listed in the Master Engineering Services Agreement that is in place between the City of Grand Rapids and Short Elliott Hendrickson, Inc. (SEH) (hourly work as shown in Exhibit "B"). The estimated fee for this work is \$5,000.00.

In accordance with the Master Engineering Services Contract between The City of Grand Rapids ("Client") and Short Elliott Hendrickson Inc. ("Consultant"), effective January 4, 2021, this Supplemental Letter Agreement dated December 19, 2022 authorizes and describes the scope and schedule for the Consultant's work on the project described.

We look forward to working with you on this project. If this SLA is acceptable, please sign in the space provided and return a copy to us. We will then begin work immediately. Please contact us if you have any questions regarding this supplemental letter agreement.

Sincerely,
Short Elliott Hendrickson Inc.



Sara Christenson, PE (Lic. MN)
Client Service Manager/Project Manager

City of Grand Rapids Authorization:

Kim Johnson-Gibeau
City Clerk

Dale Christy
Mayor of Grand Rapids