



Building a Better World
for All of Us®

August 20, 2024

RE: Grand Rapids Economic Development
7th Avenue SE/33rd Street ALTA

Rob Mattei
Grand Rapids Economic Development
420 North Pokegama Avenue
Grand Rapids, MN 55744

Dear Mr. Mattei:

Thank you for the opportunity to submit this Proposal for Professional Services for the proposed ALTA and Wetland Delineation Services of the property along 7th Avenue SE and 33rd Street SE. The current parcels included for the work are PID's 91-033-4105, 91-033-4101, 91-033-4402 and 91-033-4401 located in Itasca County, Minnesota. Short Elliott Hendrickson Inc. (SEH) is pleased to present you with the following professional service fee proposal for the above referenced project. Please review our proposal letter and if acceptable we will provide an agreement for professional services for execution referencing this letter.

PROPOSED TASKS:

Alta Survey

ALTA/NSPS – Prepare one (1) ALTA including items 1, 2, 3, 4, 5, 7(a), 7(b1), 8, 11(a), 11(b), 13 and 18 as described in Table A in the Minimum Standard Detail Requirements for 2021 ALTA/NSPS Land Title Surveys dated February 23, 2021 for Parcels 91-033-4105, 91-033-4101, 91-033-4402 and 91-033-4401 located in Itasca County, Minnesota. SEH will be provided with a Title Commitment by the client of the property that is to be surveyed. The topographic survey will take place after the leaves have fallen.

The certificate will be as specified in Section 7 of the 2021 ALTA/NSPS Standards and will be made out to the owner and the title company. Additional parties may be certified to for an additional fee. Provide a Pro Forma version (in PDF format) of the survey for review and comment by the interested parties. Provide 1 set of revisions based on the consolidated comments of the interested parties. Provide the final signed ALTA / NSPS Land Title Survey in PDF format.

For Item 11(a)(b), SEH will coordinate and request markings through Gopher State One Call System (811 ticket). Utility locate markings from an 811 ticket will be combined with plan and other source information to develop a view of the underground utilities. However, lacking excavation, the exact location of underground features cannot be accurately, completely, and reliably depicted. A private utility locate for location of non-public utilities can be coordinated through SEH for an additional fee if needed.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1200 SE 4th Avenue, Suite 200, Grand Rapids, MN 55744-4304

218.322.4500 | 888.908.8166 fax | sehinc.com

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Task 2: Wetland Delineation

Perform a Level 2 (field) Wetland Delineation of the proposed site and submit a delineation report. The Report would be submitted to Itasca Soil and Water Conservation District (SWCD), Water Conservation Act (WCA), and U.S Army Corps of Engineers (USACE) (Section 404) for review. Deliverables include wetland delineated boundaries, a delineation report, and agency coordination. Field procedures for mapping wetlands will follow the 1987 U.S. Army Corps of Engineers Wetlands Delineation Manual and the methods set forth in the NC/NE Regional Supplement. Field work will occur within three weeks of a signed contract and a report will be provided within 4 weeks of field work.

Task 3: Miscellaneous Services

This task is set up for small items out of the scope of the previous tasks and are requested by the client. Such items may include attending City meetings or Client/Owner meetings. These tasks will require a request from the client to complete. The fee is hourly and will be set up to have a hard limit of \$5,000 including expenses and equipment. Notification will be provided if services go over the hard limit.

ASSUMPTIONS:

- Client will provide SEH a current Title Commitment.
- Client will provide SEH with a zoning letter if applicable.
- Utility locate markings from an 811 ticket will be combined with plan and other source information to develop a view of the underground utilities. However, lacking excavation, the exact location of underground features cannot be accurately, completely, and reliably depicted.
- Any permit fees, agency review fees, and filing fees are not included in the scope of SEH.
- Wetland permitting is not included in the scope of work but can be provided at a later date.

PROPOSED FEES:

The proposed fees are outlined in each task; however, they are reiterated below for ease of interpretation. Lump Sum fees would include expenses and equipment. These fees will be current until January 27, 2025.

Task 1: ALTA/ NSPS Land Title Survey: The lump sum fee is \$13,500.

Task 2: Wetland Delineation: The lump sum fee is \$4,000

Task 3: Miscellaneous Services: The fee is hourly and would be set up to have a hard limit of \$5,000.

Thank you for the opportunity to provide this proposal. We would be excited to work on this project that would greatly benefit our community. If you have any questions regarding our scope of services or how they may be modified to meet your project needs, please feel free to give me a call to discuss. Please contact me at schristenson@sehinc.com or 218.360.0463 (mobile) to discuss.

Sincerely,
SHORT ELLIOTT HENDRICKSON INC.



Sara Christenson, PE (Lic. MN)
Associate | Civil Engineer II (Mgr)

SLC

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