



November 1, 2023

Mr. Scott Weske
City of Long Lake
450 Virginia Ave
Long Lake, MN 55356

Re: Proposal for Professional Services
2024 Pavement Management Improvement Project

Dear Mr. Weske:

WSB is pleased to provide you with our proposal for design and construction services for the 2024 Pavement Management Improvement Project.

WSB will work with their pavement forensics team to collect information regarding the existing pavement and gravel sections of each roadway to help determine the best remedy for pavement rehabilitation. For now, the rehabilitation techniques proposed to be employed for the 2024 Pavement Management Improvement Project include full depth reclamation (FDR).

WSB will work with City Public Works staff to determine any significant utility or drainage issues, including curb replacement, are addressed during the design process to ensure good quantities and cost estimates are included with the plans and specifications. WSB will seek authorization from the City Council to bid the project once the plans are completed and final costs are estimated. If there are any unknowns discovered during the design process with significant cost implication, they will be shared and discussed with Council prior to getting authorization to bid the project.

WSB's initial opinion of probable construction cost is \$383,023. This includes an assumed ten percent construction contingency. Engineering fees as stated below are estimated at \$72,055 and are nineteen percent (19%) of the opinion of probable construction costs mentioned above. Funding will be provided by available city street maintenance franchise fees.

SCOPE OF SERVICES

Task 1 - Design:

WSB will prepare construction documents (plans and specifications) for use in soliciting bids and construction of the proposed project improvements.

- 1 . 1** The plans and specifications are to be prepared in the general format used by the City of Long Lake and are anticipated to include the following:

Plans: Title Sheet
Statement of Estimated Quantities
Typical Section
Street Construction

Specifications: Project Bid Form
Contractor Requirements
Contract for Construction

Insurance Requirements
Performance and Payment Bonds
Special Provisions

Plans will be transmitted to the city for review at approximately 90% completion stage of production for staff comments.

- 1 . 2 Preparation of contract pay items, estimation of bid quantities, and preparation of an engineer’s opinion of probable construction cost for review by the City.
- 1 . 3 Pavement forensics to determine existing pavement thicknesses and rehabilitation methods.
- 1.4 Topographic survey of the pavement edges, roadway centerline and ditches as required.
- 1 . 5 Coordinate the project advertisement for bids, including addressing questions from contractors, preparation of any necessary addendums, evaluation and tabulation of bids, preparation of bid results letter for consideration of award of the contract, and presentation of the bid results to the City Council. Following a successful award of contract, WSB will prepare a notice of award.

Task 2 – Construction Services:

WSB will provide construction services for the construction phase of the project. Construction services generally consist of construction administration, staking and observation of the work done by the Contractor, material testing, preparation of payment vouchers, documentation and reporting of the construction process, progress meetings, preparation of record plans, and executing project close-out.

The construction services fee is dependent upon the construction timelines and the level of on-site representation necessary for the completion of the work. For the purpose of this proposal, we have based our estimate of construction services on four weeks of full-time (50 hours) on-site construction representation.

PROPOSED SCHEDULE

We are available to start the design immediately upon your approval. WSB proposes the following work schedule:

Approve Professional Services Agreement	November 6, 2023
Approve Plans and Specifications	January 16, 2024
Bid Opening	February 20, 2024
Award Contract	March 5, 2024
Begin Construction	May/June 2024
Complete Construction	August/September 2024

PROPOSED FEE

We are proposing to complete the work on a cost-reimbursable basis in accordance with our 2024 fee schedule. Design is a not-to-exceed fee without prior Council authorization.

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Construction services is an estimated fee based on the anticipated hours required for administering and observing construction and is dependent on the contractor's ability to complete the work on schedule.

Estimated fees for design and construction services are itemized below:

Task	Description	Fee	
1	Design	\$	37,064
2	Construction Services	\$	34,991
Total Proposed Fee		\$	72,055

We will review our progress monthly and will not exceed the amounts indicated without prior Council approval should the scope of the project change or the construction schedule be extended beyond six weeks.

If you agree with the terms of this proposal, please contact me, and WSB will draft contract documents for the project for the City's execution. WSB will start upon work as proposed immediately upon receipt of a signed contract.

We appreciate the opportunity to provide you with this proposal and we are looking forward to working with you and your staff toward the completion of this project. Please do not hesitate to contact me if you have any questions.

Sincerely,

WSB



Brad Reifsteck, PE
Sr. Project Manager



Monica Heil, PE
Vice President of Municipal Services

Attachments – WSB Fee Estimate, Opinion of Probable Cost, Preliminary Improvement Map

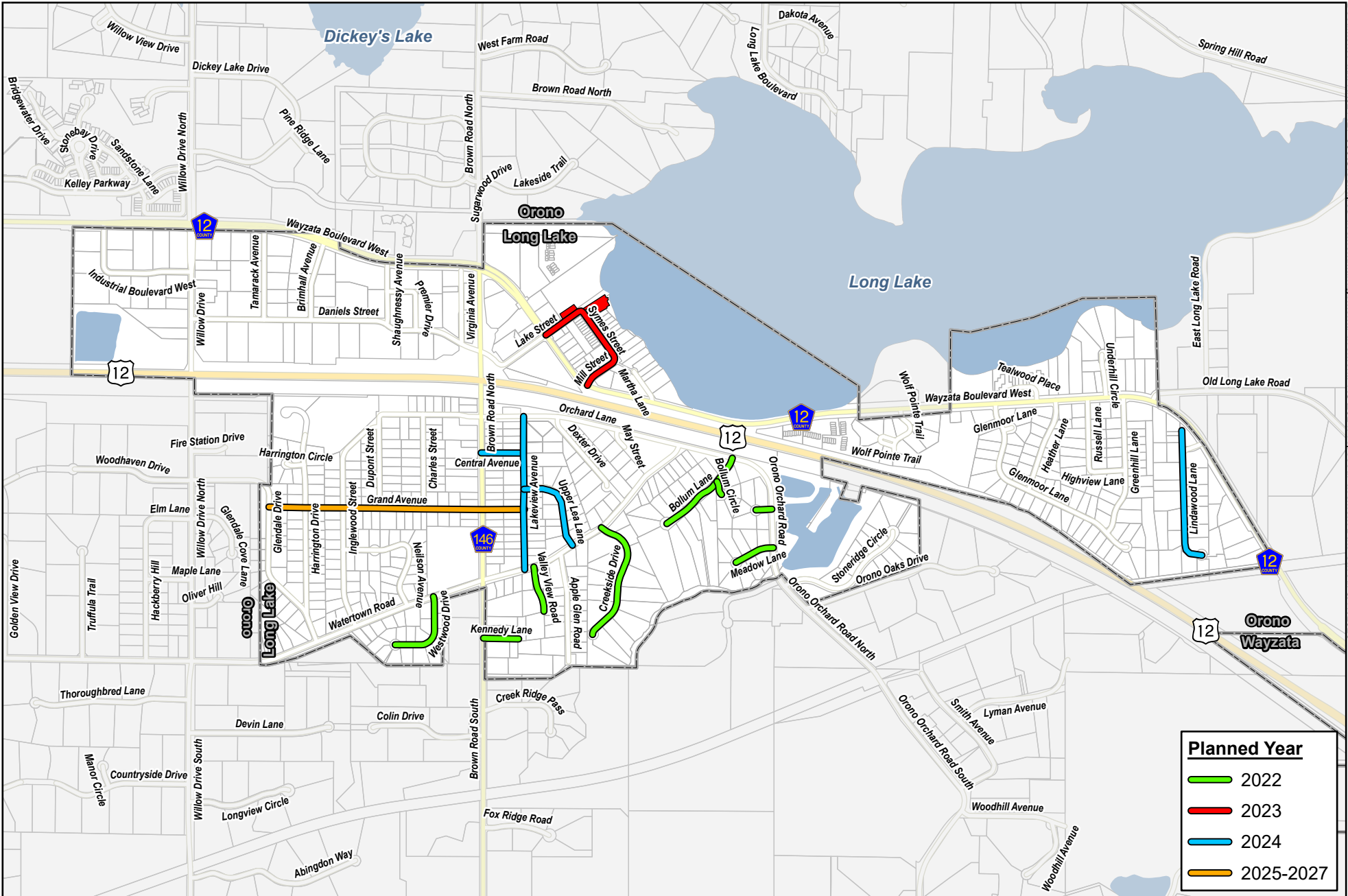


Estimate of Fee
City of Long Lake
Professional Engineering Services
2024 Pavement Management Improvement Project



Task	Description	Labor Category and Estimated Hours Per Task						Total Hours	Cost
		City Engineer	Project Manager / Design Engineer	Graduate Engineer	Survey Crew	Administrative Assistant	Construction Specialist		
		<i>Brad Reifsteck</i>	<i>TBD</i>	<i>TBD</i>	<i>2-person</i>	<i>Sue Buckley</i>	<i>TBD</i>		
1	Final Design								
1.1	Project Management	1	8				9	\$1,407.00	
1.2	Meetings with City (1)	1	4				5	\$807.00	
1.3	Topographic Survey				16		16	\$3,344.00	
1.4	Design		16	128			144	\$19,808.00	
1.5	Specifications		8			8	16	\$2,320.00	
1.6	Engineer's Opinion of Probable Cost		8	8			16	\$2,288.00	
1.7	Bidding	1	2	2		4	9	\$1,339.00	
1.8	QA / QC	1	6			8	15	\$2,251.00	
Task 1 Total Estimated Hours and Fee		4	52	138	16	12	8	230	\$33,564.00
2	Construction Services								
2.1	Project Management	2	8				10	\$1,614.00	
2.2	Meetings (2)	2	4	4		4	14	\$2,130.00	
2.3	Construction Observation*					150	150	\$21,450.00	
2.4	Pay Vouchers (3)		4			2	6	\$880.00	
2.5	Construction Staking				8		8	\$1,672.00	
2.6	Project Closeout	1	6			2	6	\$2,245.00	
Task 2 Total Estimated Hours and Fee		5	22	4	8	4	160	203	\$29,991.00
Total Estimated Hours		9	74	142	24	16	168	433	
Hourly Billing Rate		207.00	150.00	136.00	209.00	140.00	143.00		
Total Fee by Labor Classification (hourly not to exceed)		\$1,863.00	\$11,100.00	\$19,312.00	\$5,016.00	\$2,240.00	\$24,024.00		\$63,555.00
Pavement Forensics (hourly not to exceed)									\$3,500.00
Material Testing (hourly not to exceed)									\$5,000.00
TOTAL PROPOSED FEE									\$72,055.00

*Construction observation assumes the following schedule: three weeks of 50-hours per week inspection. upon the Contractor's ability to complete the work on schedule.

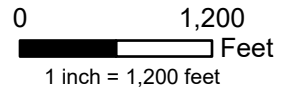


Planned Year	
	2022
	2023
	2024
	2025-2027



Proposed Pavement Management Plan

City of Long Lake, Minnesota



OPINION OF PROBABLE COST

WSB Project: 2024 PAVEMENT IMPROVEMENT PROJECT
 Project Location: CITY OF LONG LAKES, MN
 City Project No.:
 WSB Project No:

Design By: JAG
 Checked By: bar
 Date: 10/31/2023

Item No.	MnDOT Specification No.	Description	Unit	Estimated Total Quantity	Estimated Unit Price	Estimated Total Cost
STREET IMPROVEMENTS						
1	2021.501	MOBILIZATION	LS	1	\$ 16,600.00	\$ 16,600.00
2	2104.502	SALVAGE SIGN	EACH	10	\$ 250.00	\$ 2,500.00
3	2104.502	REMOVE CASTING	EACH	12	\$ 500.00	\$ 6,000.00
4	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	414	\$ 6.00	\$ 2,484.00
5	2104.503	REMOVE CURB & GUTTER	L F	460	\$ 15.00	\$ 6,900.00
6	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	264	\$ 50.00	\$ 13,200.00
7	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	L S	1	\$ 5,000.00	\$ 5,000.00
8	2105.507	EXCAVATION - COMMON	C Y	155	\$ 60.00	\$ 9,300.00
9	2105.607	SALVAGE RECLAIMED AGGREGATE (CV) PLACED	C Y	80	\$ 20.00	\$ 1,600.00
10	2112.519	SUBGRADE PREPARATION	RDST	40.0	\$ 400.00	\$ 16,000.00
11	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	27	\$ 250.00	\$ 6,750.00
12	2130.523	WATER	MGAL	45	\$ 50.00	\$ 2,250.00
13	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	85	\$ 70.00	\$ 5,950.00
14	2215.504	FULL DEPTH RECLAMATION	S Y	13554	\$ 5.50	\$ 74,547.00
15	2360.504	TYPE SP 9.5 WEAR CRS MIX(2,B) 3.0" THICK	S Y	264	\$ 60.00	\$ 15,840.00
16	2360.509	TYPE SP 9.5 WEARING COURSE MIX(2,B)	TON	1053	\$ 100.00	\$ 105,300.00
17	2504.602	ADJUST GATE VALVE	EACH	12	\$ 300.00	\$ 3,600.00
18	2506.502	CASTING ASSEMBLY	EACH	4	\$ 1,250.00	\$ 5,000.00
19	2506.502	ADJUST CASTING ASSEMBLY	EACH	8	\$ 500.00	\$ 4,000.00
20	2531.503	CONCRETE CURB & GUTTER DESIGN B612	L F	460	\$ 35.00	\$ 16,100.00
21	2563.601	TRAFFIC CONTROL	LS	1	\$ 2,000.00	\$ 2,000.00
22	2564.502	INSTALL SIGN	EACH	10	\$ 150.00	\$ 1,500.00
23	2573.502	STORM DRAIN INLET PROTECTION	EACH	16	\$ 200.00	\$ 3,200.00
24	2573.503	SILT FENCE; TYPE MS	L F	400	\$ 5.00	\$ 2,000.00
25	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	800	\$ 4.50	\$ 3,600.00
26	2574.507	COMMON TOPSOIL BORROW	C Y	72	\$ 90.00	\$ 6,480.00
27	2574.508	FERTILIZER TYPE 3	LB	33	\$ 5.00	\$ 165.00
28	2575.504	ROLLED EROSION PREVENTION CATEGORY 25	S Y	600	\$ 15.00	\$ 9,000.00
29	2575.508	SEED MIXTURE 25-151	LB	17	\$ 25.00	\$ 425.00
30	2575.508	HYDRAULIC MULCH MATRIX	LB	231	\$ 2.00	\$ 462.00
31	2575.523	WATER	MGAL	9	\$ 50.00	\$ 450.00
CONSTRUCTION TOTAL						\$ 348,203.00
CONTINGENCY TOTAL (10%)						\$ 34,820.30
SCHEDULE A TOTAL						\$ 383,023.30