



September 4, 2024

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

Re: Proposal for Professional Services  
2025 Pavement Management Improvement Project

Dear Mr. Weske:

WSB is pleased to provide you with our proposal for design and construction services for the 2025 Pavement Management Improvement Project (PMP). The proposed 2025 PMP includes Lindawood Lane south of Wayzata Boulevard (CSAH 112). Lindawood Lane was included in the proposed 2024 Pavement Management Project, which the city opted not to proceed with.

As part of the 2024 PMP project, WSB worked with its pavement forensics team to collect information regarding the existing pavement and subgrade sections of Lindawood Lane to help determine the appropriate method of pavement rehabilitation. The rehabilitation technique anticipated for the 2025 Pavement Management Improvement Project is full depth reclamation (FDR).

Preliminary discussions for the proposed 2025 PMP included identification of drainage issues in the low point of Lindawood Lane. This low point is near 250 Lindawood Lane where a home is currently being constructed and is the location of the city's sanitary sewer lift station. One of the goals of this proposed project is to improve the existing drainage issue, which would include limited concrete curb and gutter, and modification of the existing storm sewer. Due to potential for increase excavation in the low point, one additional soil boring and limited additional topographic survey are recommended at this time.

WSB will work with Public Works staff to determine any additional utility or drainage issues and address these issues during the design process to ensure accurate 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 City staff and the Council prior to getting authorization to bid the project.

WSB's initial opinion of probable construction cost is \$246,075, which includes an assumed ten percent construction contingency. Engineering fees as stated below are estimated at \$53,608 and are estimated at twenty percent (21.7%) of the opinion of probable construction cost discussed 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 and Standard Details 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 Perform one (1) additional pavement core at the low point of Lindawood Lane to determine the need for and extent of the subcut needed for curb and gutter.
- 1.4 Limited topographic survey to supplement survey work previously performed to include pavement edges, roadway centerline, ditches and existing storm sewer 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 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 sixty hours of on-site construction representation while the contractor is working.

## PROPOSED SCHEDULE

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

Approve Professional Services Agreement .....	September 17, 2024
Approve Plans and Specifications .....	January 21, 2025
Bid Opening .....	February 20, 2025
Award Contract .....	March 4, 2025
Begin Construction .....	May/June 2025
Complete Construction .....	August/September 2025

## 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. 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	\$ 25,640
2	Construction Services	\$ 20,718
3	Core Sample and Material Testing	\$ 7,250
<b>Total Proposed Fee</b>		<b>\$ 53,608</b>

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.

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



Jeff Oliver, PE  
Project Manager



Monica Heil, PE  
Vice President of Municipal Services

**AUTHORIZATION**

Upon authorization and execution of this proposal below, all work will be performed as described above in accordance with the terms and conditions stated in the Master Service Agreement with the City.

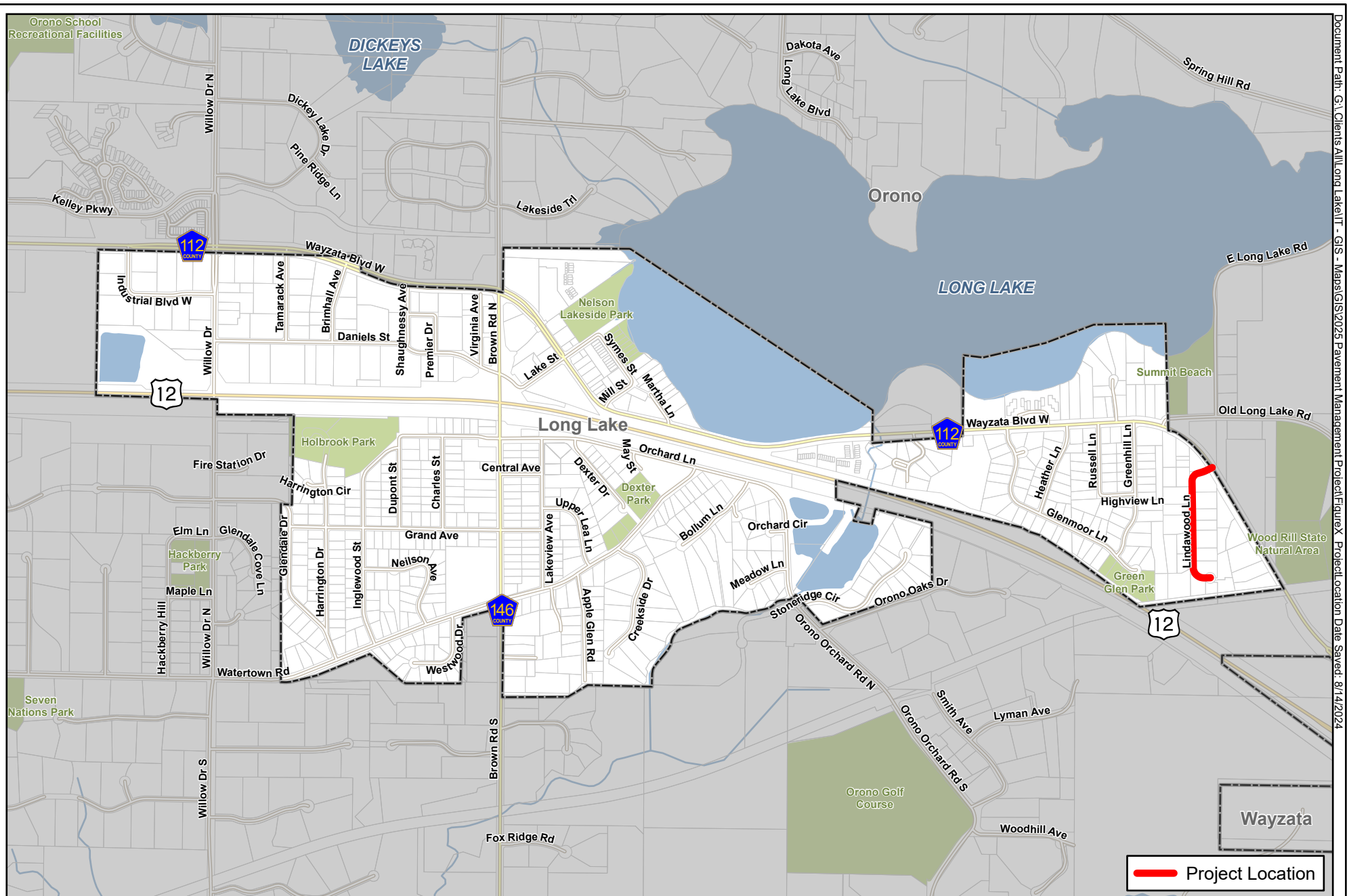
**City of Long Lake**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

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



## Project Location Map

2025 Pavement Management Project  
City of Long Lake, Minnesota



0 1,200  
Feet  
1 inch = 1,200 feet



OPINION OF PROBABLE COST						
WSB Project: 2024 PAVEMENT IMPROVEMENT PROJECT				Design By: JAO		
Project Location: CITY OF LONG LAKES, MN				Checked By: RJS		
City Project No.:				Date: 9/23/2024		
WSB Project No:						
Item No.	MnDOT Specification No.	Description	Unit	Estimated Total Quantity	Estimated Unit Price	Estimated Total Cost
STREET IMPROVEMENTS						
1	2021.501	MOBILIZATION	LS	1	\$ 10,100.00	\$ 10,100.00
2	2104.502	SALVAGE SIGN	EACH	4	\$ 250.00	\$ 1,000.00
3	2104.502	REMOVE CASTING	EACH	4	\$ 500.00	\$ 2,000.00
4	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	300	\$ 6.00	\$ 1,800.00
5	2104.503	REMOVE CURB & GUTTER	L F	340	\$ 15.00	\$ 5,100.00
6	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	120	\$ 50.00	\$ 6,000.00
7	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	L S	1	\$ 5,000.00	\$ 5,000.00
8	2105.507	EXCAVATION - COMMON	C Y	65	\$ 60.00	\$ 3,900.00
9	2112.519	SUBGRADE PREPARATION	RDST	14	\$ 400.00	\$ 5,600.00
10	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	15	\$ 250.00	\$ 3,750.00
11	2130.523	WATER	MGAL	20	\$ 50.00	\$ 1,000.00
12	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	200	\$ 70.00	\$ 14,000.00
13	2215.504	FULL DEPTH RECLAMATION	S Y	5080	\$ 5.50	\$ 27,940.00
14	2360.504	TYPE SP 9.5 WEAR CRS MIX(2,B) 3.0" THICK	S Y	120	\$ 60.00	\$ 7,200.00
15	2360.509	TYPE SP 9.5 WEAR CRS MIX(2,B)2.0" THICK	TON	527	\$ 85.00	\$ 44,795.00
16	2360.509	TYPE SP 12.5 NON WR CRS MIX(3;C)2" THICK	TON	527	\$ 80.00	\$ 42,160.00
17	2504.602	ADJUST GATE VALVE	EACH	3	\$ 300.00	\$ 900.00
18	2506.502	CASTING ASSEMBLY	EACH	1	\$ 1,250.00	\$ 1,250.00
19	2506.502	ADJUST CASTING ASSEMBLY	EACH	4	\$ 500.00	\$ 2,000.00
20	2531.503	CONCRETE CURB & GUTTER DESIGN B612	L F	400	\$ 35.00	\$ 14,000.00
21	2563.601	TRAFFIC CONTROL	LS	1	\$ 2,000.00	\$ 2,000.00
22	2564.502	INSTALL SIGN	EACH	4	\$ 150.00	\$ 600.00
23	2573.502	STORM DRAIN INLET PROTECTION	EACH	4	\$ 200.00	\$ 800.00
24	2573.503	SILT FENCE; TYPE MS	L F	150	\$ 5.00	\$ 750.00
25	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	300	\$ 4.50	\$ 1,350.00
26	2574.507	COMMON TOPSOIL BORROW	C Y	24	\$ 90.00	\$ 2,160.00
27	2574.508	FERTILIZER TYPE 3	LB	11	\$ 5.00	\$ 55.00
28	2575.504	ROLLED EROSION PREVENTION CATEGORY 25	S Y	180	\$ 15.00	\$ 2,700.00
29	2575.508	SEED MIXTURE 25-151	LB	6	\$ 25.00	\$ 150.00
30	2575.508	HYDRAULIC MULCH MATRIX	LB	72	\$ 2.00	\$ 144.00
31	2575.523	WATER	MGAL	4	\$ 50.00	\$ 200.00
32	2506.502	CASTING ASSEMBLY	EACH	2	\$ 1,250.00	\$ 2,500.00
33	2506.602	INSTALL CATCH BASIN	EACH	2	\$ 4,500	\$ 9,000
34	2506.502	INSTALL CASTING	EACH	2	\$ 900	\$ 1,800
35	2501.503	12" RC PIPE CULVERT	LF	40	\$ 150	\$ 6,000
36	2511.509	RANDOM RIPRAP CLASS III	CY	2	\$ 175	\$ 350
CONSTRUCTION TOTAL						\$ 223,704.00
CONTINGENCY TOTAL (10%)						\$ 22,370.40
SCHEDULE A TOTAL						\$ 246,074.40



Estimate of Fee  
City of Long Lake  
Professional Engineering Services  
2025 Pavement Management Improvement Project



Task Description		Labor Category and Estimated Hours Per Task									Cost	
		City Engineer	Project Manager / Design Engineer	Graduate Engineer	Water Resources	Water Resources Grad	Survey Crew	Survey Office	Administrative Assistant	Construction Specialist		Total Hours
		Jeff Oliver	TBD	TBD	Jake Newhall	TBD	2-person	TBD	Sue Buckley	TBD		
1	Final Design											
1.1	Project Management	1	8							9	\$1,433.00	
1.2	Meetings with City (1)	1	4							5	\$833.00	
1.3	Topographic Survey						5	4		9	\$1,998.00	
1.5	Design		10	62		8				80	\$12,210.00	
1.6	Specifications		8						8	16	\$2,432.00	
1.7	Engineer's Opinion of Probable Cost		8	8						16	\$2,424.00	
1.8	Bidding	1	2	2					4	9	\$1,455.00	
1.9	QA / QC	1	6		2					8	\$2,855.00	
Task 1 Total Estimated Hours and Fee		4	46	72	2	8	5	4	12	8	161	\$25,640.00
2	Construction Services											
2.1	Project Management	2	8							10	\$1,666.00	
2.2	Meetings (2)	2	4	4						4	\$2,290.00	
2.3	Construction Observation*									80	\$12,240.00	
2.4	Pay Vouchers (3)		4						2	6	\$908.00	
2.5	Construction Staking						4	3		7	\$1,561.00	
2.6	Project Closeout	1	6						2	4	\$2,053.00	
Task 2 Total Estimated Hours and Fee		5	22	4			4	3	4	88	130	\$20,718.00
Total Estimated Hours		9	68	76	2	8	9	7	16	96	291	
Hourly Billing Rate		233.00	150.00	153.00	249.00	153.00	250.00	187.00	154.00	153.00		
Total Fee by Labor Classification (hourly not to exceed)		\$2,097.00	\$10,200.00	\$11,628.00	\$498.00	\$1,224.00	\$2,250.00	\$1,309.00	\$2,464.00	\$14,688.00		\$46,358.00
One Additional Soil Boring and Anaysis (not to exceed)												\$1,250.00
Material Testing												\$6,000.00
TOTAL PROPOSED FEE												\$53,608.00

\*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.