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October 8th, 2021

Jason Anderson, P.E.
Director of Public Works
City of Marshall
344 West Main Street, PO Box 477
Marshall, MN 56258

RE: Proposal for Legion Field Road Stormwater Study: Phase 2 Final Design

Dear Mr. Anderson:

On behalf of Bolton & Menk, Inc., we thank you for the opportunity to present this proposal in response to the City of Marshall's request for developing construction plans for the Legion Field Road Phase 2 Improvements. The below project scope and proposed fees have been prepared as requested for the necessary engineering services to complete this project. If this proposal is acceptable, we will prepare a professional services agreement using the City of Marshall's agreement format.

Project Understanding

In partnership with the City of Marshall, Bolton & Menk completed the 2019 - Legion Field Stormwater Study to develop solutions for the frequent flooding that occurs along Legion Field Road. Flat topography, undersized storm sewer and lack of proper stormwater management in a developed area, are all contributing factors. Three phases of improvements came out of the study. The first phase was completed in 2020 and included the construction of two detention basins near the Legion Field city park. This proposal is for the development of construction plans and special provisions for the second phase of the improvements which includes constructing a stormwater filtration basin south of the Parkway II subdivision stormwater basin to manage runoff from the developed land south of the BNSF railroad tracks. Also a new railroad culvert crossing will be required to convey runoff to the proposed basin while reducing high-water levels on properties bordering the railroad tracks. These improvements will protect existing properties from flooding in the area and help the City towards meeting its MS4 requirements. As part of the improvements it is expected that portions of the surrounding trails system will need to be reconfigured to align with the updated vision for the project area.

Scope of Work

Our scope of work includes each functional part of the project broken out as a separate task. Throughout the project, the City can expect regular communication from us and we will schedule routine check-in meetings to discuss key design decisions, schedule, and budget updates. In addition, quality control reviews will be conducted to ensure Bolton & Menk's internal protocols for quality production and delivery are appropriately applied and adhered to.

Task 1 – Preliminary Design

To kick off the project, Bolton & Menk will revisit the recommendations of the 2019 study. We will refine the concepts developed for the preliminary Parkway Filtration Basin utilizing updated topographic survey. Working jointly with City staff, the concept will be reevaluated to ensure that it still meets the goals of the City before it shall be carried through into final design.

Task 2 – Final Design - Construction Plans and Specifications

Comprehensive construction plans will be developed following the standard 60% and 100% submittal framework. The final design will seek to meet the MPCA Construction Stormwater Permit requirements for filtration basins. Along with final construction plans, special provisions will be developed for the city to be included in the bid package. It is assumed that bi-weekly coordination calls with the city will be required to provide updates and track project progress.

Final Deliverables

A summary of deliverables is as follows:

- Bi-Weekly Check-in Calls
- Survey CAD drawing
- Final Construction Plans
- Special Provisions
- Cost Estimate

Information To Be Provided by The City

For the purposes of this proposal, we assume the city will provide the following information:

- Topographic and property survey information necessary to complete the project in CSV format
- Record drawings of all known infrastructure located in the park that may be necessary for the proposed improvements
- All necessary wetland delineations, permit applications, and agency coordination
- All necessary coordination and permitting required with BNSF railroad
- Project bid package, bidding services and contractor coordination

Team

The following team is available and committed to complete the work identified in the project scope:

Joshua Stier, PE – Project Manager

Mathew Simon, PE – Water Resources Engineer

Colin Cahill, EIT – Design Engineer

Schedule

All identified team members are available to begin work on this project as soon as possible. A high-level schedule is outlined below:

Notice to Proceed: November 2021

Preliminary Plans Submittal: January 2021

Final Submittal: March 2022

Fees

The total estimated not to exceed hourly fee for the project scope as described above is \$27,500. Any work outside of this scope shall be authorized by the city prior to furnishing additional services. Additional services will be provided on an hourly basis in accordance with our regular schedule of fees upon approval by city staff.

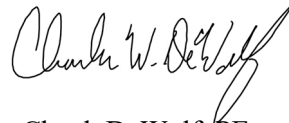
Thank you for your consideration and the opportunity to provide the City of Marshall this proposal.

Respectfully submitted,

Bolton & Menk, Inc



Joshua G. Stier, PE
Senior Project Engineer



Chuck DeWolf, PE
Principal-in-Charge