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October 25th, 2024

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

RE: Proposal for Legion Field Road Stormwater Study: Phase 3 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 3 Improvements. The project scope and proposed fees below 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.
- The second phase was completed in 2023 and included the construction of a stormwater filtration basin south of the Parkway II subdivision stormwater basin.
- This proposal is for the development of construction plans and special provisions for the third phase of the improvements which include the following:
 - Cleaning and reestablishment of the ditches adjacent to the existing railroad tracks.
 - New 48" culvert to be jacked across the existing railroad tracks.
 - New 48" storm sewer to convey stormwater runoff north towards the proposed stormwater detention basin.
 - Construction of a stormwater basin, east of the Paris Road and Legion Field Road Intersection, to manage runoff from full build out conditions.

Phase 3 will aid in alleviating the flooding issues along Legion Field Road, specifically the residential properties along the BNSF railroad tracks east of Legion Field Road and the developing high density residential parcels north of the tracks. These improvements will also contribute towards the City meeting its MS4 requirements.

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 Legion Field Detention Basin by updating the hydraulic and hydrologic modeling to accurately size the proposed basin, storm sewer and analyze runoff rates on site. 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 detention 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 – Principle-in-Charge
Derek Benoy, PE – Water Resources Project Engineer
Shane Traulich, PE – Project 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 2024

Preliminary Plans Submittal: January 2025

Final Submittal: March 2025

Fees

The total estimated not to exceed hourly fee for the project scope as described above is \$76,500, which constitutes approximately 5.6% of the estimated construction costs. 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.

- Preliminary Engineering - \$19,000
- Final Design – Construction Plans & Specifications - \$57,500
- Total Fee = \$76,500 (Hourly, Not to Exceed)

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

Respectfully submitted,

Bolton & Menk, Inc



Joshua G. Stier, PE
Principal Engineer

