



CITY COUNCIL AGENDA ITEM

Subject: Amendment to AE2S Task Order NO. 11 – Water Treatment Plant Design and Bidding

Prepared By: Jasper Kruggel, City Administrator
Gary Peters, Public Works Director

Meeting Date: September 15, 2025

Issue: On June 17, 2024, City Council approved Task Order No. 11 with AE2S for the design and bidding services related to the future water treatment plant. This task order totaled \$1,110,922.00. Due to additional services provided by AE2S, they are proposing an amendment to Task Order No. 11, adding an additional \$149,688.66 to the contract, totaling \$1,260,676.66. AE2S has provided an amendment to Task Order No. 11 to be considered by the City Council.

Overview: AE2S has been engaged in the design of the future water treatment plant for approximately 15 months. Opening of bids is set to occur on September 25th, and a contract award will be considered on October 6th. The amendment to Task Order No. 11 provided by AE2S outlines the additional services related to the proposed amendment. Some of these activities have already occurred after discussion at City Council on August 4th. There have been some components of the project that were modified due to input from the neighborhood group, most notably, the movement of the main access from Lotus Drive to Wolfberry Curve. The subsequent tasks are outlined in the proposed amendment and described below:

- **Easement Coordination (East Driveway):** Coordination with Three Rivers Park District and the Metropolitan Council for the east site access driveway as per the original site design.
- **Site Grading Adjustments:** Additional coordination to adjust grading for the extended driveway through Three Rivers Park property.
- **Value Engineering Revisions:** Redesign and layout iterations of the Water Treatment Plant (WTP) post-preliminary design and cost estimating to reduce project costs and align with the Owner's budget.
- **Neighborhood Access Redesign:** Redesign of the access driveway to address concerns from the Woodland Cove neighborhood.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

- **Architectural and Landscape Modifications:** Development of alternative architectural features and additional landscaping to enhance WTP aesthetics in response to neighborhood requests.
- **Easement & Highway Access Coordination:** Additional coordination with MnDOT regarding Highway 7 and HOA easement access to accommodate the revised site plan.
- **Extended Bidding Support:** Support for the extended bidding period due to design changes, including coordination and assistance through bid opening.

A representative from AE2S will be present to answer any questions from the City Council.

Recommended City Council Action: Staff is requesting the City Council evaluate the proposed amendment by AE2S to Task Order No. 11.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

AMENDMENT TO TASK ORDER No. 11
Amendment No. 1

Effective Date of Task Order: **June 18, 2024**
Owner: **City of Minnetrista**
Engineer: **Advanced Engineering and Environmental Services, LLC**
Specific Project: **Woodland Cove Water Treatment Plant (WTP) Design and Bidding**

Nature of Amendment:

- ☒ Modification to services of Engineer
- ☒ Modification of payment to Engineer

Description of Modifications:

- a. Engineer shall perform the following Additional Services:
- **Easement Coordination (East Driveway):** Coordination with Three Rivers Park District and the Metropolitan Council for the east site access driveway included in the original site design.
 - **Site Grading Adjustments:** Additional grading coordination required to accommodate the extended driveway through Three Rivers Park property.
 - **Value Engineering Revisions:** Redesign and layout iterations of the WTP following preliminary design and cost estimating, in order to reduce overall project costs and align with the Owner's budget goals.
 - **Neighborhood Access Redesign:** Redesign of the access driveway to address concerns raised by the Woodland Cove neighborhood.
 - **Architectural and Landscape Modifications:** Development of alternative architectural features and additional landscaping elements in response to neighborhood requests to enhance the aesthetics of the WTP.
 - **Easement & Highway Access Coordination:** Additional coordination with MnDOT related to Highway 7 and the HOA Easement access to accommodate the revised site plan.
 - **Extended Bidding Support:** Support for the extended bidding period necessitated by design changes, including coordination and assistance through bid opening.
- b. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional compensation on an hourly basis in accordance with the current Hourly Fee

Schedule attached hereto, not to exceed \$149,688.66 without written authorization from Owner, plus reimbursement for all project related expenses.

Agreement Summary:

Original agreement amount:	\$ 1,110,988.00
Net change for prior amendments:	\$ 0.00
This amendment amount:	\$ 149,688.66
Adjusted Agreement amount:	\$ 1,260,676.66

The foregoing Task Order Summary is for reference only and does not alter the terms of the Task Order, including those set forth in Article 4 of the Agreement.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Task Order not modified by this or previous Amendments remain in effect.

The Effective Date of this Amendment is September 2, 2025.

OWNER:

City of Minnetrista

By:

Date:

Name:

Title:

ENGINEER:

Advanced Engineering and Environmental Services,
LLC

By: Brian R. Bergantine
Brian R. Bergantine (Aug 27, 2025 12:28:20 CDT)

Date: Aug 27, 2025

Name: Brian R. Bergantine

Title: Project Quality Director

ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES, LLC

2025 HOURLY FEE AND EXPENSE SCHEDULE

Labor Rates*

Administrative 1	\$70.00	IT 1	\$140.00
Administrative 2	\$85.00	IT 2	\$189.00
Administrative 3	\$99.00	IT 3	\$232.00
Communications Specialist 1	\$113.00	Land Surveyor Assistant	\$103.00
Communications Specialist 2	\$132.00	Land Surveyor 1	\$124.00
Communications Specialist 3	\$152.00	Land Surveyor 2	\$150.00
Communications Specialist 4	\$183.00	Land Surveyor 3	\$169.00
Communications Specialist 5	\$202.00	Land Surveyor 4	\$186.00
		Land Surveyor 5	\$205.00
Construction Services 1	\$135.00	Operations Specialist 1	\$108.00
Construction Services 2	\$165.00	Operations Specialist 2	\$135.00
Construction Services 3	\$183.00	Operations Specialist 3	\$167.00
Construction Services 4	\$203.00	Operations Specialist 4	\$191.00
Construction Services 5	\$224.00	Operations Specialist 5	\$214.00
Engineering Assistant 1	\$91.00	Project Coordinator 1	\$125.00
Engineering Assistant 2	\$107.00	Project Coordinator 2	\$140.00
Engineering Assistant 3	\$135.00	Project Coordinator 3	\$156.00
Engineer 1	\$146.00	Project Coordinator 4	\$172.00
Engineer 2	\$175.00	Project Coordinator 5	\$194.00
Engineer 3	\$205.00	Project Manager 1	\$221.00
Engineer 4	\$237.00	Project Manager 2	\$242.00
Engineer 5	\$254.00	Project Manager 3	\$259.00
Engineer 6	\$269.00	Project Manager 4	\$274.00
Engineering Technician 1	\$90.00	Project Manager 5	\$293.00
Engineering Technician 2	\$113.00	Project Manager 6	\$307.00
Engineering Technician 3	\$136.00	Sr. Designer 1	\$192.00
Engineering Technician 4	\$152.00	Sr. Designer 2	\$213.00
Engineering Technician 5	\$174.00	Sr. Designer 3	\$229.00
Financial Analyst 1	\$121.00	Sr. Financial Analyst 1	\$227.00
Financial Analyst 2	\$137.00	Sr. Financial Analyst 2	\$248.00
Financial Analyst 3	\$165.00	Sr. Financial Analyst 3	\$269.00
Financial Analyst 4	\$180.00		
Financial Analyst 5	\$201.00		
GIS Specialist 1	\$113.00	Technical Expert 1	\$348.00
GIS Specialist 2	\$137.00	Technical Expert 2	Negotiable
GIS Specialist 3	\$162.00		
GIS Specialist 4	\$181.00		
GIS Specialist 5	\$202.00		
I&C Assistant 1	\$108.00		
I&C Assistant 2	\$134.00		
I&C 1	\$160.00		
I&C 2	\$189.00		
I&C 3	\$213.00		
I&C 4	\$226.00		
I&C 5	\$237.00		

Reimbursable Expense Rates

Transportation	\$0.75/mile
Survey Vehicle	\$0.95/mile
Laser Printouts/Photocopies	\$0.30/copy
Plotter Printouts	\$1.00/s.f.
UAS - Photo/Video Grade	\$100.00/day
UAS – Survey	\$50.00/hour
Total Station – Robotic	\$35.00/hour
Mapping GPS	\$25.00/hour
Fast Static/RTK GPS	\$50.00/hour
All-Terrain Vehicle/Boat	\$100.00/day
Cellular Modem	\$75.00/month
Web Hosting	\$26.00/month
Legal Services Reimbursement	\$291.00/hour
Outside Services	cost * 1.15
Geotechnical Services	cost * 1.30
Out of Pocket Expenses	cost * 1.15
Rental Car	cost * 1.20
Project Specific Equipment	Negotiable

* Position titles are for labor rate grade purposes only.

These rates are subject to adjustment each year on January 1.