



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Mark DuChene, City Engineer
MEETING DATE: February 12, 2019
SUBJECT: Accept Proposal for Professional Services for
Platting of Former Public Works Garage Site

Background:

In order to move forward with the redevelopment of the former public works garage site at 601 1st Avenue NE, the City must complete a preliminary and final plat of the property. The City solicited a proposal from ISG for completing the platting work as ISG had previously started some of this work back in 2008 under the proposed plat name of Heritage Park Second Addition. The work was not completed at that time due to the complicated background of all of the parcels involved. Since then the City has completed cleaning up the parcel boundary description and underlying ownership/title issues. The attached proposal from ISG to complete the platting work is based on a time and materials estimate not to exceed \$15,050.

Recommendation:

Accept Professional Services Proposal from ISG

Attachments:

- Professional Services Proposal
- Project Location

February 7, 2019

Mark DuChene
Director of Engineering
City of Faribault
208 NW 1st Avenue
Faribault, MN 55021
mduchene@ci.faribault.mn.us

RE: Professional Services Proposal for Former Public Works Site – 601 1st Avenue NE, Faribault, MN 55021

Mark,

Thank you for the opportunity to provide you with a professional services proposal to complete the platting of the former Faribault Public Works facility site located at 601 1st Avenue NE, in Faribault, Minnesota. This project includes the required survey and platting and also include all other items required for approval.

With these considerations in mind, ISG has prepared the following scope of services to meet the requirements of this project.

TASK 1 – SURVEY

Record Research + Boundary & Topographic Survey

ISG will review previous information that we have for this site as well as perform thorough record research of existing boundary information which includes legal descriptions provided by you. We will then visit the site to perform any required field research, which will include locating property boundaries, and potential easements or encroachments that may affect the site. ISG will also perform any topographic survey that may be required for platting of the property. The topographic survey will locate significant site features such as buildings, streets, sidewalks, and fences. Detailed design topographic survey will be prepared at a future date.

ISG will review the title information you provide and conduct record research to assist with determining existing legal descriptions, easements or encumbrances, and necessary section corner information that may affect the property. Please note, this does not include preparing a Commitment for Title insurance for the subject property.

Preliminary Plat

ISG will prepare a preliminary plat that will confirm the development configuration of the project and other site improvements. It will display the property boundary information and topographic information to allow review of the interrelationship of the proposed site development with existing conditions. The preliminary plat will also display the proposed drainage and utility easements that will be incorporated into the final plat document.

Final Plat

Once the preliminary plat layout has been selected, ISG will prepare and submit a final plat. The plat will be prepared in the format required by State Law and the County Recorder's Office. Mylar copies of the Final Plat, which are required by state statutes, will be invoiced at cost + 10%. Prior to the preparation



of the final plat, we will need all ownership, title, and mortgage information to include in the final plat document.

Please note that all associated fees and property taxes will remain the responsibility of the owner. Anticipated county plat review fees are estimated at \$250 and mylar production fees estimated at \$450.

Plat Monuments

Minnesota Statute 505.02 dictates that durable iron monuments are to be set at all angles and curve points on the boundary lines of the plat and all lot and block corners. Per statute, ISG will complete monumentation of the perimeter plat boundary before recording, and set the remaining monuments within one year of the plat recording date.

COMPENSATION

ISG proposes to provide the scope of services described within this proposal for compensation on a Time and Materials, not to exceed basis as outlined and estimated in the following schedule:

SERVICE	COMPENSATION
Boundary and Topographic Survey	T+M Est. \$4,600
Preliminary Plat	T+M Est. \$5,300
Final Plat	T+M Est. \$2,900
Plat Monuments	T+M Est. \$2,250

This proposal does assume that the previous title registration process is completed prior to ISG beginning their work. In addition it assumes that the city would handle all representation at planning commission and city council meetings. Should attendance at those meetings be requested ISG would propose to do so on a time and materials basis.

REIMBURSABLE EXPENSES

Anticipated reimbursable expenses such as travel time, mileage, and printing costs are included within the compensation listed. Please note that the city will be responsible for the cost of any review and permit related costs and recording costs that may be required.

Please contact me at 952.426.0699 with any questions regarding our services or this proposal. To provide ISG with authorization to proceed, please acknowledge receipt and acceptance of this proposal as indicated below. We look forward to the opportunity to assist you with this project.

Sincerely,

Andrew T. Brandel, PE
Vice President

ACKNOWLEDGEMENT OF ACCEPTANCE

Accepted this _____ day of _____, 2019

For: _____

By: _____

Title: _____

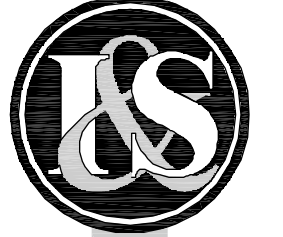
This proposal is valid for 30 days.



HERITAGE PARK SECOND ADDITION

I&S Engineers & Architects, Inc.

One firm - start to finish



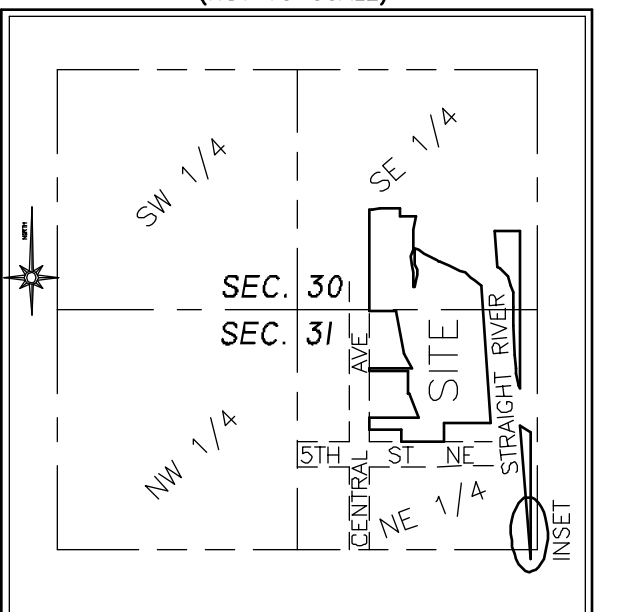
Offices in Mankato and Faribault, Minnesota
Mankato: 507-387-6651
Faribault: 507-331-1500
Web: www.is-ae.com

Architectural Electrical Structural Civil Mechanical Interior Design Landscaping

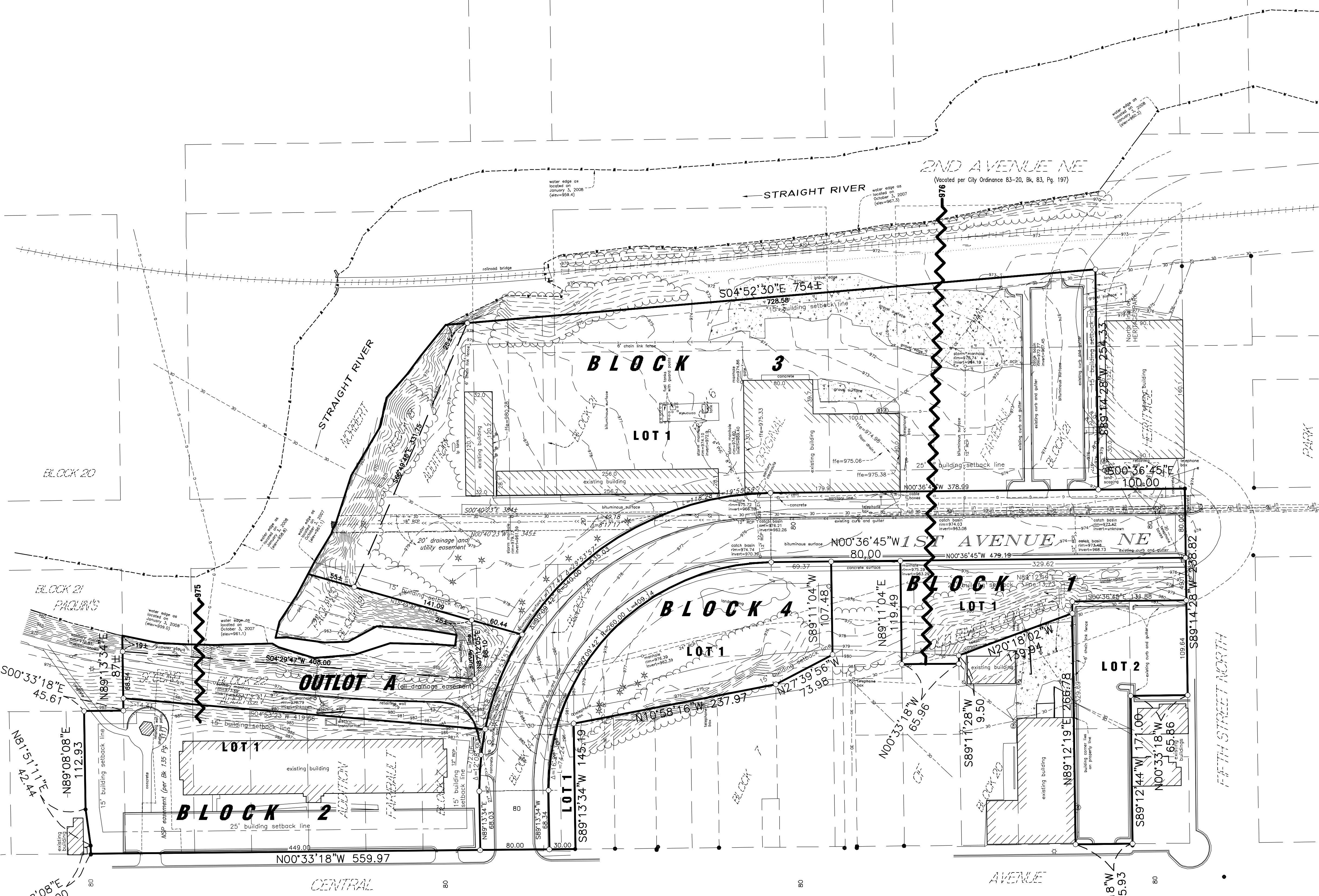
LEGEND

- IRON MONUMENT FOUND
- INDICATES 1/2" DIA. x 20" LONG SOLID IRON PIPE SET WITH PLASTIC CAP MARKED BY I&S, LICENSE NO. 41813.
- 1030 --- EXISTING CONTOURS
- EXISTING ELEVATION
- WATER GATE VALVE
- HYDRANT
- LIGHT POLE
- CONIFEROUS TREE
- DECIDUOUS TREE
- SIGN
- AIR CONDITIONER
- ELECTRIC METER
- GAS METER
- GUARD POST
- FLAG POLE
- GUY WIRE
- POWER POLE
- OVERHEAD ELECTRIC LINE
- STORM SEWER LINE
- SANITARY SEWER LINE
- WATER LINE
- UNDERGROUND FIBER OPTIC LINE
- UNDERGROUND GAS LINE
- UNDERGROUND ELECTRIC LINE
- UNDERGROUND TELEPHONE LINE
- UNDERGROUND CABLE TELEVISION LINE
- FIELD LINE
- FENCE
- RAILROAD TRACKS
- TREELINE
- BASE FLOOD ELEVATION FOR 100 YEAR FLOOD ZONE PER FEMA RATE MAPS NOTED

VICINITY MAP



SEC. 30 AND 31, TWP. 110, RGE. 20
Rice County, Minnesota



EXISTING LEGAL DESCRIPTION:

(per client)

The west one-half (W 1/2) of Lot 2, Block 20, according to the plat of Original Town (now City) of Faribault, Rice County, Minnesota

And

Lot 1, EXCEPT the West 171 feet thereof; and the East One-half (E 1/2) of Lot 2; all in Block 20, according to the plat of Original Town (now City) of Faribault, Rice County, Minnesota.

And

Lot 1 in Block 14 in Paquin's Addition to the Town of Faribault, Rice County, Minnesota

And

Block 20 of Norbert Paquin's Addition, Rice County, Minnesota.

And

The north 16 feet of Lot 2 in Block 7 in the Original Town (now City) of Faribault, Rice County, Minnesota

And

Block 7 lying easterly of Lots 1 and 2 of said Block 7 in the Original Town (now City) of Faribault, Rice County, Minnesota.

And

Block 20 lying easterly of Lots 1, 2, 3, 4 and 5 of said Block 7 in the Original Town (now City) of Faribault, Rice County, Minnesota.

And

Lots 1 and 2, Block 7 of Paquin's Addition to the Town, now City of Faribault, Rice County, Minnesota, except that part which lies west of a line running parallel to Main Street and one hundred and forty (140) feet distant east from the east line of Main Street.

And

Lots 1 and 2, Block 22 of Paquin's Second Addition to the City of Faribault.

And

Block 19 of Norbert Paquin's Addition, Rice County, Minnesota, lying southerly and westerly of the Straight River.

And

Block 18 of Norbert Paquin's Addition, Rice County, Minnesota, lying southerly of the Straight River and lying westerly from a line 50.00 feet westerly from and parallel with the center line of the main line track of the Chicago, Rock Island and Pacific Railroad Company.

And

Block 21 of Norbert Paquin's Addition, Rice County, Minnesota, lying westerly from a line 50.00 feet westerly from and parallel with the center line of the main line track of the Chicago, Rock Island and Pacific Railroad Company.

And

Those parts of the East One-half of Blocks 6 and 21, all in the Original Town, Faribault, Minnesota, lying westerly from a line 50.00 feet westerly from and parallel with the center line of the main line track of the Chicago, Rock Island and Pacific Railroad Company and lying northerly of the recorded plat of Heritage Park, Rice County, Minnesota.

And

Those parts of the West One-half of Blocks 6 and 21, all in the Original Town, Faribault, Minnesota, and lying northerly of the recorded plat of Heritage Park, Rice County, Minnesota.

And

That part of vacated Sixth Street North which lies east of the easterly right of way line of First Avenue and westerly from a line 50.00 feet westerly from and parallel with the center line of the main line track of the Chicago, Rock Island and Pacific Railroad Company.

And

That part of Seventh Street North which lies east of the easterly right of way line of Central Avenue and westerly from a line 50.00 feet westerly from and parallel with the center line of the main line track of the Chicago, Rock Island and Pacific Railroad Company.

And

That part of Eighth Street North which lies east of easterly right of way line of Central Avenue and west of the Straight River.

And

That part of First Avenue Northeast which lies south of the southerly Straight River and north of the northerly line of Fifth Street North.

And

The West One Hundred Forty (W 140 ft.) Feet of Lot One (1), of Block Seven (7), Paquin's Addition to the Town (now City) of Faribault, Rice County, Minnesota.

And

Lot 2 of Block 7 of Paquin's Addition to the Town, now City, of Faribault, Rice County, Minnesota, EXCEPT that part which lies east of a line running parallel to Main Street and one hundred and forty (140) feet distant east from the east line of Main Street.

And

Lot 3, Block 7, in Paquin's Addition to the Town, now City, of Faribault, Rice County, Minnesota; EXCEPTING therefrom that portion thereof, taken for railroad right of way.

And

Lot 4 in Block 7 in Paquin's Addition to the Town, now City, of Faribault, Rice County, Minnesota

And

The south One-half (S 1/2) of Lot 5, in Block 7, in Paquin's Addition to the Town, now City, of Faribault, Rice County, Minnesota;

And

The north One-half (N 1/2) of Lot 5, in Block 7, in Paquin's Addition to the Town, now City, of Faribault, Rice County, Minnesota, lying west of the railroad right-of-way.

And

Lot 1, Block 6, in Paquin's Addition to the Town, now City, of Faribault, Rice County, Minnesota, EXCEPT that portion of said Lot 1, Block 6, described as follows: Beginning at a point in the west line of said Lot 1, north 01° 57' east, assumed bearing, 39.00 feet from the southwest corner of said Lot 1; thence north 01° 57' east, along said west line, 27.00 feet to the northwest corner of said Lot 1; thence north 89° 43' 23" east, along the north line of said Lot 1, a distance of 165.00 feet to the northeast corner of said Lot 1; thence south 01° 47' west, along the east line of said Lot 1, a distance of 21.62 feet; thence south 89° 43' 23" west, 112.93 feet; thence south 82° 26' 26" west, 42.44 feet; thence south 89° 43' 23" west, 10.00 feet to said point of beginning.

And

That part of vacated Eighth Street Northeast between Central Avenue and municipal trail right-of-way.

BENCHMARK:
The benchmark is MnDot monument TAT00 MN131 located in Faribault, 1 mile north along Trunk Highway 21 from junction of Trunk Highway 21 and Trunk Highway 60, at top of Trunk Highway 21 east backslope, 51 feet east of east edge of bituminous shoulder, 70.9 feet north-northwest of nail and disk in light pole, 4.4 feet west of edge of bituminous service road, 1.3 feet west of witness post. Elevation = 693.14 feet (NVD 88)

FLOOD ZONE:
The surveyed premises shown on this survey map is in Flood Zones C (area of minimal flooding) and B (area between 100 year and 500 year flood zone) and A11 (area of 100 year flood with base flood elevations established), according to Flood Insurance Rate Map Community Panel No. 270404-0001C, published by the Federal Emergency Management Agency, effective date November 1, 1978. The flood fringe area lies below the 100 year base flood elevation as shown hereon.

NOTE:
1) This survey does not purport to show land ownership or all easements or encumbrances that affect the described property.
2) Utilities shown hereon are observed or from visible surface marks and/or drawings provided by operators contacted by Gopher State One Call Notification Center (851) 454-0002. Reference number 70573075 for utility information across the surveyed premises. Excavations were not made during the process of this survey to locate underground utilities and/or structures. The location of underground utilities and/or structures may vary from locations shown hereon and additional underground utilities and/or structures may be encountered. Contact Gopher State One Call Notification Center for verification of utility type and field location, prior to excavation.
Subsurface and environmental conditions were not examined or considered during the process of this survey. No statement is made concerning the existence of underground or overhead containers or facilities that may affect the use or development of the surveyed premises.

3) Some snow and ice were present on site and may have made some physical ground features not visible.

OWNERS / DEVELOPERS:
City of Faribault
208 First Avenue NW
Faribault, MN 55021

SURVEYOR:
Russ Halverson, LS
Minnesota License No. 41813
I&S Engineers & Architects, Inc.
1415 Town Square Lane
Faribault, MN 55021
(507) 331-1500

AREA TABLE:

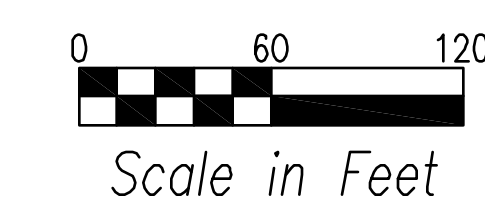
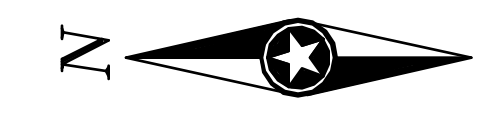
Lot 1, Block 1	= 25,779 sq. ft. 0.592 acres
Lot 2, Block 1	= 25,722 sq. ft. 0.590 acres
Lot 1, Block 2	= 41,529 sq. ft. 0.953 acres
Lot 1, Block 3	= 73,064 sq. ft. 1.677 acres
Lot 1, Block 4	= 226,000± sq. ft. 5.0± acres
Outlot A	= 45,000± sq. ft. 1.0± acres
1st Avenue Northeast	= 31,449 sq. ft. 0.722 acres
TOTAL	= 518,302± sq. ft. 12.0± acres

EXISTING PROPERTY:
USE: Industrial
ZONED: I-1 (Light Industrial)

SETBACKS:
BUILDING:
Front = 25 feet
Side = 15 feet
Rear = 15 feet

PARKING:
Front = 10 feet
Side = 5 feet
Rear = 5 feet

PROPOSED PROPERTY:
USE: Industrial
ZONED: I-1 (Light Industrial)



BEARING NOTE:
The orientation of this bearing system is based on the north line of HERITAGE PARK, according to the recorded plat thereof, Rice County, Minnesota. Said line bears South 89 degrees 14 minutes 28 seconds West. (per Rice County Breakdown)

KEY PLAN

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Russ Halverson

DATE 2-27-08 LIC. NO. 41813

THESE PLANS AND SPECIFICATIONS ARE THE PROPERTY OF I&S ENGINEERS & ARCHITECTS, INC. THEY MAY NOT BE USED, COPIED, OR DUPLICATED WITHOUT PRIOR WRITTEN CONSENT.

PROJECT

CITY OF FARIBAULT

HERITAGE PARK SECOND ADDITION

MARK	DATE	DESCRIPTION
▲		
▲		
▲		
▲		
▲		

PROJECT NO. 07-10868
CAD FILE NAME 10868 PPLAT
DRAWN BY JO
DESIGNED BY
ISSUE DATE 2-27-08
CLIENT PROJECT NO.

TITLE

PRELIMINARY PLAT

SHEET

1 OF 1