City Of Faribault

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Mark DuChene, City Engineer
MEETING DATE:	May 26, 2020
SUBJECT:	Approve Professional Services Contract with Stonebrooke Engineering for TH3-30th Street NW Roundabout Project

Background:
In October 2018, the City approved a professional services contract with Stonebrooke Engineering for an intersection evaluation, conceptual layout and official roadway mapping of the proposed intersection improvements to the TH 3 (2nd Avenue NW) and 30th Street NW intersection. As part of that contract, after completion of the intersection control evaluation (ICE) report, a roundabout was approved by MnDOT for the intersection improvements to allow for the construction of a four-legged intersection. Stonebrooke also completed an official roadway map of the intersection and the extension of East View Drive from TH3 to its current unimproved but platted terminus in The Meadows Second Addition. Lastly as part of this initial process the City has been awarded a total of $1.325M in federal and state grant funds towards construction costs.

Due to the inclusion of federal funds on this project, there are numerous extra steps that must be completed to get to construction plans and these steps need to be initiated well in advance of planned construction. Attached is a proposal from Stonebrooke Engineering to complete engineering services up to and including project bidding.

This is an unbudgeted expense and will be funded with reserves from the Street Improvement (401) fund. This project is identified in the current 2020-2024 CIP for construction in 2023 but may be moved up to 2022.

Recommendation:
Approve Professional Services Agreement with Stonebrooke Engineering for the Design of the TH3-30th Street NW Roundabout Project Improvements

Attachments:
- Professional Services Proposal

Stonebrooke
Engineering Responsible Solutions™

May 15, 2020

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w stonebrookeengineering.com

Mark Duchene
Director of Engineering
1200 Belview Trail
Faribault, MN 55021

RE: Professional Services Proposal – 30th Street NW and TH 3 Roundabout Project Design Services

Thank you for the opportunity to submit this proposal for the 30th Street NW and TH 3 Roundabout project. We are excited to build upon our relationship with the City to bring the project to bidding in the summer of 2022. We understand the importance of this project and offer a team of qualified professionals that have a combination of exceptional knowledge, experience, and familiarity with the issues and goals of this area. In addition, we are one of the most experienced roundabout design firms in Minnesota and take pride in delivering clean, constructible construction plans that are easy for contractors to bid and follow throughout the construction process.

We will apply our extensive experience with delivering federal aid transportation projects and roundabout design services to provide exceptional service to the City. Our prior work at this intersection assisting the City with the Official Mapping of the corridor from TH 3 to the east, the Intersection Control Evaluation, Conceptual Roundabout Layout and funding applications for this location will be a benefit for the project.

MnDOT District 6 has been consulted with in preparing the project scope for the project. This was done in recognition of their jurisdiction over TH 3 and the MnDOT District 6 Local Partnership Program (LPP) funding awarded to assist with the project.

Thank you again for this opportunity, and please contact Anita Benson with any questions you may have regarding this proposal.

Sincerely,

Tim Arvidson, PE
C.E.O. Stonebrooke Engineering

Project Description

The project design will include a roundabout, sanitary sewer, watermain, storm sewer, stormwater treatment, lighting, and incidental related improvements. The project termini are anticipated to be as shown on the concept layout dated July 2, 2020 with the addition of about 200 feet to the east to include the intersection with 1st Ave. The approximate extent of the improvements includes about 800 feet on 30th Street NW and 1464 feet on TH 3.
An Option for design of 1st Ave from the new 30th Street NW extension to the existing 1st Ave NW to the south is included in this proposal. This work includes about 300 ft. of urban design roadway, sanitary sewer and watermain.

Objectives, Goals and Tasks

The objective of this project is to improve safety and traffic operations at the 30th Street NW and TH 3 intersection by replacing the existing stop-thru controlled intersection with a roundabout. Services included in this proposal include preliminary and final design, public outreach, and environmental documentation. All work will be completed following MnDOT, State Aid, and Federal Aid processes. The Delegated Contract Process (DCP) documentation and required timelines will be met for all the project services provided. Tasks necessary to complete this work include:

- Project Management
- Public and Agency Involvement
- Geotechnical
- Surveying and Mapping
- Environmental Documentation
- Preliminary Design (Level 1 Layout Development)
- Utility Coordination
- Final Design
- Permitting

Recent project related efforts include:

- Official Mapping of 30th Street Corridor from TH 3 to the east
- Intersection Control Evaluation Report approved by the City and MnDOT District 6
- Conceptual Roundabout Layout developed & approved by the City
- STIP ATIP Grant Funding $925,000 for State Fiscal Year 2023
- Local Partnership Program Funding $400,000 State Fiscal Year 2022

Detailed Work Plan

Task 1 Project Management

Our project manager will work in partnership with the key project stakeholders to ensure the most responsible, efficient, and cost-effective solutions for this project are achieved. They will be responsible for the preparation of monthly progress reports, meeting agendas and minutes, invoicing, cost and schedule updates, communication with project personnel, and other non-technical tasks. They will schedule project management team meetings, agency coordination meetings, and utility coordination meetings. They will hold internal meetings to effectively

communicate the status of project elements with all project team members. Video conferencing will be used to keep travel expenses down and effectively collaborate with project stakeholders.

Deliverables

- Monthly invoicing and progress reports
- Schedule updates
- Project coordination/communication

Task 2 Public and Agency Involvement

Public Involvement: Our team recognizes that there are always concerns with area residents and elected officials when a roundabout is being proposed. Our approach to this project will address city, county and public concerns in an open, upfront, and responsible manner to ensure the solution meets the values, goals and needs of the city, county and community.

Public Open House Meeting:

Our team will be responsible to coordinate and attend one open house meeting. We will create a project newsletter which will also serve as the Open House meeting invitation. Meeting goals include identifying issues or concerns due to the project, familiarizing the public with the layout, process, findings, and project schedule.

We will provide roundabout educational materials and a layout of the corridor with the proposed roundabout overlaid. These will be used as visual aids for discussions with attendees and education on the proposed project. Stonebrooke will deliver digital copies of all Open House meeting materials to the City for review and approval prior to the meeting.

After the Open House is complete, we will summarize meeting comments for the PMT to address in the design process.

Deliverables

- One Project Newsletter, including notification of the Open House meeting. (assume City will define mailing area and be responsible for mailing)
- All graphics for the Open House meeting, including layouts of the roundabout, will be made available in electronic format and can be posted on the City website
- Open House coordination, preparation and documentation (minutes)
- Provide exhibits, materials for the Director of Engineering to use at City Council or other meetings

Agency Involvement: We will begin work on this project by identifying the active participating team members (consultant, agency staff, stakeholders, etc.) that will serve on the Project Management Team (PMT). An initial kick-off meeting will be held with monthly follow-up meetings. Our proposed goals and components of each meeting are detailed below.

Project Kick off Meeting:

The purpose of this meeting is to review past efforts, identify design constraints and overall project goals, establish lines of communication, provide a forum for project participant introduction, clarify progress review procedures, and acquire/review available data. It will also be used to establish a process for obtaining a consensus on design decisions. Involving MnDOT District 6 and GDSU staff in this meeting or at a PMT meeting early in the project process is recommended.

PMT Meetings:

These meetings will be used to identify and address potential areas of concern, review the project schedule, and establish a plan for engaging key stakeholders, elected officials, and the public. As the project moves forward we will review public input and coordinate information relating to permits, approvals, and other forms of consent. Our team will prepare for these meetings by drafting agendas after consulting with the City and engaged stakeholder staff on issues to be addressed. We will schedule and attend the meetings, present design work to date, report on progress relative to the project schedule, and take and distribute meeting minutes.

Agency Coordination Meetings:

We will coordinate with MnDOT District 6, GDSU and State Aid as needed to ensure that the project progresses smoothly. This will include preparing for, attending, and documenting agency coordination meetings. For the purposes of the cost proposal, three agency coordination meetings via video conference are planned.

Deliverables

- Coordinate and schedule all meetings (video conferencing to be utilized when effective and feasible)
- Agendas, materials and minutes for all meetings

Task 3 Surveying and Mapping

The topographic survey for the project was performed under a previous contract. The Official Map that was prepared for the project will be used in developing the right of way plat for the project.

Deliverables

- Supplemental Topographic Survey (if needed)
- Draft Right of Way Plat
- Final Right of Way Plat

Task 4 Environmental Documentation

We will prepare the Project Memorandum (PM) for the project in consultation with MnDOT State Aid. We will collaborate with regulatory agencies early in the project to ensure timely approvals are received.

Deliverables

- Early Notification Letters and Coordination
- Social, Economic and Environmental Impacts

- Draft Project Memorandum
- Final Project Memorandum

Task 5 Preliminary Design:

The Stonebrooke team will build off the conceptual design to develop a Level 1 layout for MnDOT GDSU approval. We propose our subconsultant J.T. Engineering complete the horizontal design documentation based on the conceptual design they assisted with in 2019. Stonebrooke engineers will complete the vertical design for the project. A preliminary drainage design and report will be completed to identify stormwater treatment needs which may affect right of way and geotechnical services needed.

The final layout will include final roadway geometry, profiles, construction limits, and right of way impacts suitable for use in the final design phase.

We will prepare and submit copies of the final layout to the affected utilities for review and use in determining the extent and timing of their relocation.

- Level 1 Layout
- Right of way, typical sections, profiles and proposed construction limit information.
- Preliminary drainage plan
- Preliminary construction detour plan
- Preliminary cost estimate

Task 6 Utility Coordination:

Our team will conduct two utility coordination meetings with the private utility companies located inside the project limits. The first meeting will take place at the end of the preliminary design phase and will be used to familiarize the utility companies with the project and to verify the existing utility locations. The second meeting, which will take place during the final design phase, will be used to coordinate and schedule any relocation work that may need to take place due to the proposed construction. Utility coordination will be completed in accordance with MnDOT's Utility Coordination Process for Design Plans and applicable state statutes.

Deliverables

- Agenda and minutes for two meetings
- Utility tabulation with conflicts identified

Task 7 Final Design:

Utilizing the approved layout, the Stonebrooke team will prepare 60%, 95%, and 100% construction plans and documents for review. All documents will be completed in accordance with current City of Faribault, State Aid, MnDOT and FHWA standards, as well as the latest roundabout design standards and guidance. In addition, our team will utilize our extensive PROWAG expertise to ensure pedestrian accommodations are designed in accordance with the latest standards and guidance. We propose J.T. Engineering perform a peer review/quality review of the final roundabout design components.

Street lighting is an important part of a successfully implemented roundabout. We will develop a lighting plan in accordance with MnDOT's most recent Lighting Design Manual and applicable City standards.

All bid items will be tabulated and a statement of estimate quantities (SEQ) will be prepared with each submittal. The final SEQ will include agency cost participation/cost splits for each bid item in accordance with the requirements of the funding sources for the project.

We will provide copies of the draft and final special provisions to accompany the 95% and 100% plan submittals. The special provisions will be provided electronically in Microsoft Word and Adobe PDF format with the 100% final design plan. In addition, we will prepare complete project specifications and bid documents. Stonebrooke will deliver all digital base files in Microstation/GEOPAK and converted files to AutoCAD through our ftp file sharing site.

Deliverables

- 60%, 95%, and 100% Final Plans
- Hydraulic Design Package
- Draft and Final Specifications with the 95% and 100% submittals
- Engineer's estimate with the 95%, and 100% submittals
- DCP Submittal Package
- Prepare and Assemble Bid Documents
- Microstation/GEOPAK Digital Base files
- AutoCAD Digital Base files (converted from Microstation files)

Task 8 Permits and Approvals:

Our team will identify, prepare and submit all necessary permit documents for the project as required by the project development process and City staff. We will coordinate the permitting process with the government agencies to ensure timely acquisition of the required permits. We will work with affected stakeholders throughout the PMT process to ensure that permits and approvals will be granted. Permit fees will be as a reimbursable project expense.

Deliverables

- Dept. of Health Permit – Watermain Permit
- MPCA – Sanitary Sewer Extension Permit
- NPDES Permit – Start the permit through MPCA; provide reference number in the proposal for contractor to complete the permit application.

MnDOT Permits to be procured by Stonebrooke on behalf of the City:

- Long Form Permit - Watermain, Sanitary and Storm Sewer
- Detour Permit
- Trails/Sidewalk Permit
- Roundabout Lighting Permit

MnDOT Permits assumed to be addressed in MnDOT Local Partnership Program (LPA) Agreement with City

- *Landscaping (Central Island)*
- *Access Permit*
- *Others*

Task 9 Bidding Assistance

Stonebrooke will respond to contractor questions, draft addendums (if needed), and tabulate and review all bids received. We will evaluate the bids and provide a bid concurrence letter with our recommendation regarding award of a contract to the lowest responsible bidder for the project.

- Tabulation of contractor questions and responses.
- Addendums if needed, to clarify plans and specifications for all plan holders.
- Bid Tabulation
- Concurrence Letter

Task 10 – 1st Avenue Extension

The design of 1st Ave from the new 30th Street NW extension to the existing 1st Ave NW to the south is included in this proposal. This work includes about 300 ft. of urban design roadway, sanitary sewer and watermain. The majority of the Tasks performed for the roundabout will also encompass the 1st Avenue extension and are not efficient to separately account for nor significant in terms of the overall project.

Specific subtasks under Task 10 that will be accounted for separately included the following.

Surveying and Mapping (1st Avenue Extension)

- Topographic Survey

Preliminary Design (1st Avenue Extension)

- Typical Section, Profiles & Construction Limits
- Preliminary Drainage Plan
- Preliminary Sanitary Sewer and Watermain Plan
- Preliminary Cost Estimate

Final Design (1st Avenue Extension)

- Construction Plan and Roadway Profile(s)
- Drainage Plan, Profiles and Tabulations
- Sanitary Sewer and Watermain Plan

Fee Proposal:

Stonebrooke will perform the scope of work outlined in this proposal for an hourly-not-to-exceed contract fee of $269,764.00 detailed in the attached Cost Proposal.

Project Schedule:

The proposed schedule on the following page has been prepared for your review and feedback. Revisions to the proposed schedule will be made to best fit the City's desired schedule while accommodating MnDOT's review and oversight schedules. We recommend finalizing the plan in 2022 to avoid the need for plan revisions due to specification and standard plate changes which are often made each year by MnDOT.

Task Name	Duration	Start	Finish
Kickoff Meeting	1 day	Thu 7/16/20	Thu 7/16/20
Early Notification Letters for Project Memorandum	1 day	Thu 7/30/20	Thu 7/30/20
Refine Concept and develop 30% Layout for MnDOT District 6 initial review	40 days	Fri 7/17/20	Thu 9/10/20
30% Layout Submittal for initial review (alignments, RAB location, prelim. geometrics, typical sections)	1 day	Fri 9/11/20	Fri 9/11/20
MnDOT District/State Aid/City review	35 days	Mon 9/14/20	Fri 10/30/20
Address 30% comments and resubmit to MnDOT District/State Aid for alignment approval	20 days	Mon 11/2/20	Fri 11/27/20
Public Open House	6 days	Thu 8/20/20	Thu 8/27/20
Develop L1 Layout	45 days	Mon 11/30/20	Fri 1/29/21
Submit Layout to MnDOT GDSU for Initial L1 Layout review	1 day	Mon 2/1/21	Mon 2/1/21
GDSU Layout review	25 days	Tue 2/2/21	Mon 3/8/21
Address GDSU comments and submit L1 Layout for approval	26 days	Tue 3/9/21	Tue 4/13/21
Submit Draft Project Memorandum to City and District State Aid for Review	1 day	Wed 3/10/21	Wed 3/10/21
60% Plan Submittal to City	50 days	Wed 4/14/21	Tue 6/22/21
City 60% Plan Review	25 days	Wed 6/23/21	Tue 7/27/21
95% Plan Development	80 days	Wed 7/28/21	Tue 11/16/21
Submit 95% plan to City, MnDOT District and State Aid	1 day	Wed 11/17/21	Wed 11/17/21
MnDOT District, State Aid and City Comments Returned	25 days	Thu 11/18/21	Wed 12/22/21
Address 95% Plan Review Comments and Resubmit	15 days	Thu 12/23/21	Wed 1/12/22
Submit Final Project Memorandum for Approval	1 day	Thu 8/5/21	Thu 8/5/21
Project Memorandum Approved	10 days	Fri 8/6/21	Thu 8/19/21
Obtain Final Plan Approval and Signatures	10 days	Thu 1/13/22	Wed 1/26/22
FHWA/MNDOT State Aid C.O. Authorize Project to be Advertised	25 days	Thu 1/27/22	Wed 3/2/22
MnDOT State Aid C.O . Provides Special provisions, TGB/DBE Goal, packet for inclusion in bidding documents	1 day	Thu 3/3/22	Thu 3/3/22
Advertise for Bidding	29 days	Tue 7/5/22	Fri 8/12/22
Bid Opening	1 day	Fri 8/12/22	Fri 8/12/22
MnDOT State Aid C.O .verifies EEO Goals or Good Faith Effort met prior to authorizing Award by City	15 days	Mon 8/15/22	Fri 9/2/22

JT ENGINEERING, INC
Consultant Services
doing business as AJTEC, INC

May 14, 2020

Anita Benson, PE
Stonebrooke Engineering, Inc.
12279 Nicollet Avenue
Burnsville, MN 55337

RE: Roundabout QA/QC
TH 3 and 30th Street NW
City of Faribault, MN

JT Proposal # 20-0101

Dear Anita,

Thank you for the opportunity to submit a proposal for a roundabout QA/QC at the intersection of TH 3 and 30th Street NW in the City of Faribault. JT Engineering, Inc. doing business as AJTEC, is excited to continue working with Stonebrooke.

Preliminary Design

AJTEC completed the initial conceptual roundabout design in 2019 and will complete the review/verification of the horizontal geometrics for the single-lane roundabout for the above intersection. Our efforts for this phase of the project will include:

- The roundabout review will focus on:
  - The roundabout composition that focuses on location, size, approach alignments, access to the cemetery, and minimization of right-of-way impacts.
  - Roundabout functionality by checking fast paths, vision angles, and phi angles.
  - Accommodating design vehicle turning movements, and bicycle/pedestrian accommodations.
- Coordinate and review the submission package of the final horizontal geometrics that can be forwarded to MnDOT and the City for their review.
- Conduct web meetings as necessary (estimated two meetings) to coordinate and discuss the horizontal geometrics with Stonebrooke Engineering.

Final Design – Design/Review

- AJTEC will conduct a peer review for each of the following roundabout elements. Review comments will be provided, and web conference meetings conducted as necessary (estimated two meetings):
  - Vertical geometrics (typical sections, profiles and spot elevations)
  - Pavement Marking
  - Signing
  - Lighting
  - Landscaping
  - Final Plans

Staffing and Schedule

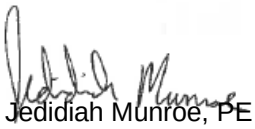
Our available resources include two engineers specialized in roundabout design. Jed Munroe P.E. will manage the project and act as the point of contact for the review tasks.

Professional Fees and Authorization

We propose services based on a cost not to exceed **$6,716.00** for the roundabout review tasks in accordance with the above scope of work. A breakdown of our fee is shown below.

We look forward to working with you on this project.

Sincerely,



Jedidiah Munroe, PE
Project Manager
(608) 204-0909
jedm@jt-engineering.com
JT Engineering, Inc. dba AJTEC, Inc.

FEE SUMMARY	Department Manager	Senior Project Manager	
LABOR RATE	$190.00	$144.00	TOTAL
Design Management			
Administration/Coordination (project filing, invoicing, accounting)	2	1	$ 524.00
Sub-Total	**2**	**1**	**$ 524.00**
Preliminary Design			
Roundabout Horizontal Design - MnDOT Level 1 Layout	0	16	$ 2,304.00
Meetings - Two web meetings	0	2	$ 288.00
Roundabout Submittal Package (MnDOT Districe 6 State Aid & City)	0	6	$ 864.00
Sub Total	**0**	**24**	**$ 3,456.00**
Final Design Review			
Vertical Review	0	8	$ 1,152.00
Final Plan Review	0	8	$ 1,152.00
Meetings - Two web meetings	0	3	$ 432.00
Sub Total	**0**	**19**	**$ 2,736.00**
TOTAL	**2**	**44**	**$ 6,716.00**

COST PROPOSAL
30th Street NW and TH 3 Roundabout
City of Faribault

CLIENT:	City of Faribault
PROJECT:	30th Street NW and TH 3 Roundabout
CONSULTANT:	Stonebrooke Engineering, Inc.

Task No.	Work Task Description	Project Manager	Project Engineer	Design Engineer	Water Resources Engineer	Design Engineer Water Res.	Sr. Eng. Tech	Sr Traffic Engineer	Sr. Cad. Tech	Graphic Specialist	RLS	One Person Survey Crew	Total Hours	Total Cost
TASK 1.0	PROJECT MANAGEMENT	60	45	0	0	0	0	0	0	0	0	0	105	$16,425
TASK 2.0	PUBLIC AND AGENCY INVOLVEMENT	29	45	0	0	0	0	0	0	30	0	0	104	$13,290
TASK 3.0	SURVEYING & MAPPING	0	0	0	0	0	0	0	0	0	44	38	82	$12,110
TASK 4.0	ENVIRONMENTAL DOCUMENTATION	7	118	0	0	0	0	0	0	4	0	0	129	$14,143
TASK 5.0	PRELIMINARY DESIGN	50	290	17	20	60	8	10	76	0	0	0	531	$61,771
TASK 6.0	UTILITY COORDINATION	0	45	7	0	0	0	0	3	0	2	0	27	$5,986
TASK 7.0	FINAL DESIGN	43	165	388	52	117	24	90	177	0	0	0	1056	$114,927
TASK 8.0	PERMITS AND APPROVALS	4	24	0	0	0	0	0	0	0	0	0	28	$3,300
TASK 9.0	BIDDING ASSISTANCE	6	6	2	0	0	0	0	0	0	0	0	14	$1,970
TASK 10.0	1ST AVENUE EXTENSION (300 FT. URBAN DESIGN)	6	45	43	10	30	0	0	18	0	6	10	168	$18,226
	TOTAL HOURS	205	783	457	82	207	32	100	274	34	52	48	2244	
	AVERAGE HOURLY RATE	$195.00	$105.00	$85.00	$158.00	$85.00	$143.00	$145.00	$122.00	$97.00	$150.00	$145.00		
	EXPENSES (printing, plan set, layouts, mileage)													$900.00
	TOTAL LABOR COST/EXPENSE	$39,975.00	$82,215.00	$38,845.00	$12,956.00	$17,595.00	$4,576.00	$14,500.00	$33,428.00	$3,298.00	$7,800.00	$6,960.00		**$263,048.00**
	SUBCONSULTANT: J.T. ENGINEERING													$6,716.00
TOTAL PROJECT FEE														**$269,764.00**

Proposal Assumptions:

PMT Mtgs. 2 via video conference, 2 in person
Agency Mtgs. 3 via video conference
Detour Plan - roundabout to be constructed with road closed to traffic.
Utility Coordination Mtgs, 2 in person
Right of way plat assumes no chnages to the layout as shown on the Official Map
Pavement Designs by Geotechnical Firm
Stonebrooke will solicit and provide proposals from two Geotechnical firms and the City will contract directly with preferred firm

Stonebrooke
Engineering Responsible Solutions™

DETAILED COST ESTIMATE
ESTIMATED PERSON-HOURS AND FEES
30th Street NW and TH 3 Roundabout
City of Faribault

CLIENT:	City of Faribault												
PROJECT:	30th Street NW and TH 3 Roundabout												
CONSULTANT:	Stonebrooke Engineering, Inc.												
Task No.	Work Task Description	Project Manager	Project Engineer	Design Engineer	Water Resources Engineer	Design Engineer Water Res.	Sr. Eng. Tech	Sr Traffic Engineer	Sr. Cad. Tech	Graphic Specialist	RLS	One Person Survey Crew	Totals
TASK 1.0	**PROJECT MANAGEMENT**												
1.01	Administration (project status reports, schedule update, invoicing)	10											10
1.02	General Coordination/Communications	30	20										50
1.03	Coordination with MnDOT	20	25										45
	SUBTOTAL HOURS - TASK 1.0	60	45	0	0	0	0	0	0	0	0	0	105
TASK 2.0	**PUBLIC AND AGENCY INVOLVEMENT**												
2.01	Public Open House	6	10										16
2.02	Newsletter, Exhibits and Materials for Open House Meeting and CC Mtgs	4	6							30			40
2.03	Project Management Team (PMT) 4 Meetings (Agendas, Materials & Minutes)	13	18										31
2.04	Agency Coordination 3 Meetings (Agendas, Materials, Minutes)	6	11										17
	SUBTOTAL HOURS - TASK 2.0	29	45	0	0	0	0	0	0	30	0	0	104
TASK 3.0	**SURVEYING & MAPPING**												
3.01	Supplemental Topographic Survey (if needed)										4	10	14
3.02	Draft Right of Way Plat										20	8	28
3.03	Final Right of Way Plat										20	20	40
	SUBTOTAL HOURS - TASK 3.0	0	0	0	0	0	0	0	0	0	44	38	82
TASK 4.0	**ENVIRONMENTAL DOCUMENTATION**												
4.01	Early Notification Letters and Coordination	1	6										7
4.02	Social, Economic, and Environmental Impacts	2	12										14
4.03	Draft Project Memo	2	60							4			66
4.04	Final Project Memo	2	40										42
	SUBTOTAL HOURS - TASK 5.0	7	118	0	0	0	0	0	0	4	0	0	129
TASK 5.0	**PRELIMINARY DESIGN**												
5.01	Preliminary Alignments, RAB location, prelim geometrics, and typical sections for 30% layout	8	8						24				40
5.02	Submit 30% layout for initial review to MnDOT District/State Aid (Alignments, RAB location, prelim geometrics, typical sections)	2	4						6				12
5.03	Address 30% MnDOT District/State Aid Layout Comments and resubmit for approval	4	30						4				38
5.04	Preliminary Level 1 Geometric Layout (with design checks)	14	160				8		16				198
5.05	Prepare and Submit Level 1 Layout for City/MnDOT GDSU review	8	24						6				38
5.06	Finalize Level 1 Geometric Layout Per City/MnDOT GDSU Comments	6	42						8				56
5.07	Submit Level 1 Layout for Review and Approval by MnDOT GDSU	3	2										5
5.08	Pavement Design (recommended by Geotechnical Firm)	2	2										4
5.09	Preliminary Lighting Design	2						10					12
5.11	Preliminary Drainage Design, Including Treatment and Ponding Evaluations				20	60			8				88
5.12	Preliminary Sanitary Sewer and Water Layout		4	12									16
5.14	Identify Right-of-Way Needs		6						4				10
5.15	Preliminary Cost Estimate	1	8	5									14
	SUBTOTAL HOURS - TASK 5.0	50	290	17	20	60	8	10	76	0	0	0	531
TASK 6.0	**UTILITY COORDINATION**												
6.01	GSOC Design Map Request & Design Locate										2		2
6.02	Identify Inplace Utilities and Owners			4									4
6.03	Coordination with Utility Owners		30										
6.04	Inplace Utility Exhibits for Coordination		1	3					3				7
6.05	Utility Coordination Mtg. No. 1 (Agenda & Minutes)		7										7
6.06	Utility Coordination Mtg. No. 2 (Agenda & Minutes)		7										7
	SUBTOTAL HOURS - TASK 4.0	0	45	7	0	0	0	0	3	0	2	0	27

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DETAILED COST ESTIMATE
ESTIMATED PERSON-HOURS AND FEES
30th Street NW and TH 3 Roundabout
City of Faribault

CLIENT:	City of Faribault												
PROJECT:	30th Street NW and TH 3 Roundabout												
CONSULTANT:	Stonebrooke Engineering, Inc.												
Task No.	Work Task Description	Project Manager	Project Engineer	Design Engineer	Water Resources Engineer	Design Engineer Water Res.	Sr. Eng. Tech	Sr Traffic Engineer	Sr. Cad. Tech	Graphic Specialist	RLS	One Person Survey Crew	Totals
TASK 7.0	**FINAL DESIGN**												
7.01	Title Sheet	1							3				4
7.02	General Layout		1						3				4
7.03	Statement of Estimated Quantities	1	2	8					1				12
7.04	Standard Plates and Tab Index		1	2									3
7.05	Soils and Construction Notes		2						1				3
7.06	Quantity Tabulations	1	4	65					3				73
7.07	Earthwork Tabulation & Summary	1	14	2									17
7.08	Typical Sections	1	6	20					6				33
7.09	Miscellaneous Details		2	2					3				7
7.10	Standard Plan Sheets		1						3				4
7.11	Construction Detour Plan	2	8	6				24	8				48
7.12	Traffic Control & Tabulations	1	2	4				20					27
7.13	Alignment Plan & Tabulation		2						4				6
7.14	Existing Topography, Utility and R/W Plan		2	10					8				20
7.15	Utility Tabulation		3	20									23
7.16	Removal Plan	1		16					10				27
7.17	Construction Plan and Roadway Profiles	2	40	30					12				84
7.18	Intersection/ADA Details	1	10	80					12				103
7.19	Drainage Plan, Profiles and Tabulations	2			10	50							62
7.20	Drainage Treatment/Ponding/Grading Plan (as needed)	1			30	52							83
7.21	Storm Water Pollution Prevention Plan					3							3
7.22	Sanitary Sewer and Water Plan	1	25	25					2				53
7.23	Temporary & Permanent Erosion/Sediment Control & Turf Establishment Plan			2		12			4				18
7.24	Pavement Marking Plan and Tabulations							14	3				17
7.25	Signing Plan and Tabulations			10				18	2				30
7.26	Cross Section Sheets			3					10				13
7.27	Lighting Plan and Design	2							20				22
7.28	Landscaping Plan	1		4					10				15
7.29	60% Plan Submittal to City	2		6					6				14
7.30	Address 60% Plan Comments	1	2	26	8			6	16				59
7.34	95% Plan and DCP Submittal Package to State Aid/City	1	3	10					8				22
7.35	Address 95% Plan Comments	2		12	4			4	12				34
7.36	Final Plan Submittal to State Aid	2		6									8
7.37	Provide Electronic Files to City and MnDOT	1		4					7				12
7.38	QA/QC Plan Reviews	6					24						30
7.39	Cost Estimates (95%, Final)	1	3	15									19
7.40	Prepare Project Manual, Division S, SL Special Provisions (95%, Final)	2	32					4					38
7.41	QA/QC Project Manual Review, Submit Bid Bid Documents	6											6
	SUBTOTAL HOURS - TASK 6.0	43	165	388	52	117	24	90	177	0	0	0	1056
TASK 8.0	**PERMITS AND APPROVALS**												
8.01	MNDOH Watermain; MPCA Sanitary and NPDES		12										12
8.02	MNDOT Long Form, WM, S&S Sewer, Trails/Sidewalks, RAB Lighting	4	12										16
	SUBTOTAL HOURS - TASK 7.0	4	24	0	0	0	0	0	0	0	0	0	28
TASK 9.0	**BIDDING ASSISTANCE**												
9.01	Document and Respond to Contractor Questions	1	3										4
9.02	Addendums (if needed)	1	2										3
9.03	Bid Tabulation		1	2									3
9.04	Evaluate Bids, Issue Bid Concurrence letter	4											4
	SUBTOTAL HOURS - TASK 9.0	6	6	2	0	0	0	0	0	0	0	0	14
TASK 10.0	**1ST AVENUE EXTENSION (300 FT. URBAN DESIGN)**												
10.01	**Survey & Mapping**												0
10.01a	Topographic Survey										6	10	16

Stonebrooke
Engineering Responsible Solutions™

DETAILED COST ESTIMATE
ESTIMATED PERSON-HOURS AND FEES
30th Street NW and TH 3 Roundabout
City of Faribault

CLIENT:	City of Faribault												
PROJECT:	30th Street NW and TH 3 Roundabout												
CONSULTANT:	Stonebrooke Engineering, Inc.												
Task No.	Work Task Description	Project Manager	Project Engineer	Design Engineer	Water Resources Engineer	Design Engineer Water Res.	Sr. Eng. Tech	Sr Traffic Engineer	Sr. Cad. Tech	Graphic Specialist	RLS	One Person Survey Crew	Totals
10.02	**Preliminary Design**												0
10.02a	Typical Section, Profiles and Construction Limits	4	20	14									38
10.02b	Preliminary Drainage Plan				4	16			2				22
10.02c	Preliminary Sanitary Sewer and Watermain Plan	1	4	6									11
10.02d	Preliminary Cost Estimate		1	2									3
10.03	**Final Design**												0
10.03a	Construction Plan and Roadway Profiles		12	8					8				28
10.03b	Drainage Plan, Profiles and Tabulations				6	14			4				24
10.03c	Sanitary Sewer and Watermain Plan	1	6	10					4				21
10.03d	Cost Estimate (95 & 100% Plan)		2	3									5
	SUBTOTAL HOURS - TASK 13.0	6	45	43	10	30	0	0	18	0	6	10	168