



January 13, 2008

RE: Rockville, Minnesota  
Pleasant Lake Park Drainage  
Improvements  
SEH No. P-ROCKV 102267 1

Honorable Mayor and City Council  
c/o Rena Weber, Administrator  
City of Rockville  
229 Broadway Street East  
PO Box 93  
Rockville, MN 56369-0093

Dear Mayor and City Council:

Thank you for the opportunity to provide a proposal for professional services for the Pleasant Lake Park Drainage Improvements project. We understand the City - in cooperation with Stearns County Soil and Water Conservation District (SC SWCD) and the Pleasant Lake Association (PLA) - is interested in pursuing storm water treatment improvements along Lake Road in Pleasant Lake (City) Park. These improvements would be beyond the already City initiated culvert re-route project between the 400 Club and Public Water Access. Our understanding is that project funding may be available from SC SWCD and PLA; however, funding from SC SWCD can only be used for implementation (i.e. construction). The following proposed project resulted from a recent meeting with SC SWCD, City staff, and SEH:

- Installation of up to three (3) rain gardens / infiltration ponds along the north/west side of Lake Road on City park property between the road and trail (off-line from the road ditch), north/east of the new culvert under the paved trail.

The following is a detailed description of SEH proposed scope of work related to the above project:

**Task 1: Topographic Survey**

- Establish a survey control network (vertical and horizontal).
- Place Gopher State One-Call utility locate request.
- Survey location of identified private and public utilities on the site.
- Survey ground surface of the site to create a design-accurate ground surface model for 2-foot contours.
- Survey location of other miscellaneous aboveground features.

**Task 2: Preliminary Design**

- Base mapping.
- Determine preliminary rain garden/infiltration pond sizing.
- Meetings with City and SC SWCD staff - two (2).
- Preliminary cost estimate.

**Task 3: Final Design and Bid Package**

- Finalize the plans and cost estimate.
- Prepare advertisement for bids.
- Answer bidder questions.

**Task 4: Construction Services**

- Administration.
- Staking.
- Periodic Field Observation.

**Assumptions:**

- SC SWCD will:
  - Provide soil borings; infiltration rate/suitability data, analysis, recommendations; and groundwater elevations for all infiltration facilities.
  - Attend preliminary design meeting(s), review and approve final design and specs for infiltration facilities.
  - Coordinate/assist with application preparation for any necessary permitting with SC SWCD, DNR, SCES, MPCA, etc.
- The following services are not required:
  - Assessments, assessment rolls, public hearings.
  - Preparation of land/boundary survey, legal descriptions, and temporary staking.
  - Wetland delineation/mitigation.
  - Attendance at Park Board meetings.
- Fees for this project are in addition to City culvert re-location project.

**Additional Services**

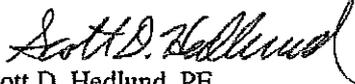
SEH offers a full range of engineering-related services. Services from SEH not listed above, if required, can be provided to the City.

**Fee Schedule**

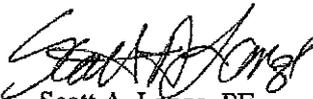
We propose to provide Engineering Services for Tasks 1 - 4 on an hourly plus reimbursable expense basis. We will not exceed **\$4,500** without your permission. We will also furnish such Additional Services as you may request or as required. Payment for Additional Services shall be based on the time required to perform the services and the billable rates for the principals and employees engaged directly on the project, plus charges for expenses and equipment.

We look forward to working with you on this study and appreciate the opportunity to provide you a proposal for services. If this proposal is acceptable, please sign both originals and return one to SEH.

Sincerely,  
SHORT ELLIOTT HENDRICKSON INC.

  
Scott D. Hedlund, PE

Associate  
Enclosures  
sh/djg

  
Scott A. Lange, PE  
Principal

c: Kate Henkemeyer, SEH (w/enclosures)  
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**Accepted by: City of Rockville**

By: \_\_\_\_\_  
Authorized Client Signature

Date: \_\_\_\_\_

**Proposal**  
**Pleasant Lake Park Drainage Improvements (103361)**  
 Client: City of Rockville

Work Tasks	Project Manager	Technician	Project Engineer	Registered Land Surveyor	Lead Technician	Admin.	TOTAL
<b>1.0 Detailed Topographic Survey</b>							
<b>1.1 Topo Survey</b>	0.5	4		0.5	5		10
Subtotal Hours:	0.5	4	0	0.5	5	0	10
<b>2.0 Preliminary Design</b>							
<b>2.1 Base mapping</b>		1					1
<b>2.2 Determine preliminary rain garden/ infiltration pond sizing</b>	1	2	6				9
<b>2.3 Meeting with City and SWCD - Two (2)</b>	2						2
<b>2.4 Preliminary Cost Estimate</b>	1	1	1				3
Subtotal Hours:	4	4	7	0	0	0	15
<b>3.0 Final Design, Bid Package, Bidding Services</b>							
<b>3.1 Finalize plans and cost estimate</b>	1	2	2			0.5	5.5
<b>3.2 Advertisement for Bids, Bidder questions</b>	1					0.5	1.5
Subtotal Hours:	2	2	2	0	0	1	7
<b>4.0 Construction Services</b>							
<b>4.1 Administration</b>	2					1	3
<b>4.2 Staking</b>		4		0.5	4		8.5
<b>4.3 Periodic Observation - Four (4) trips - One (1) hour per trip</b>		4					4
Subtotal Hours:	2	8	0	0.5	4	1	15.5
<b>TOTAL PROJECT HOURS:</b>	<b>8.5</b>	<b>18</b>	<b>9</b>	<b>1</b>	<b>9</b>	<b>2</b>	<b>47.5</b>
Hourly Rate	\$112	\$78	\$103	\$96	\$92	\$53	
Cost:	\$952	\$1,404	\$927	\$96	\$828	\$106	\$4,313

TOTAL: \$4,313

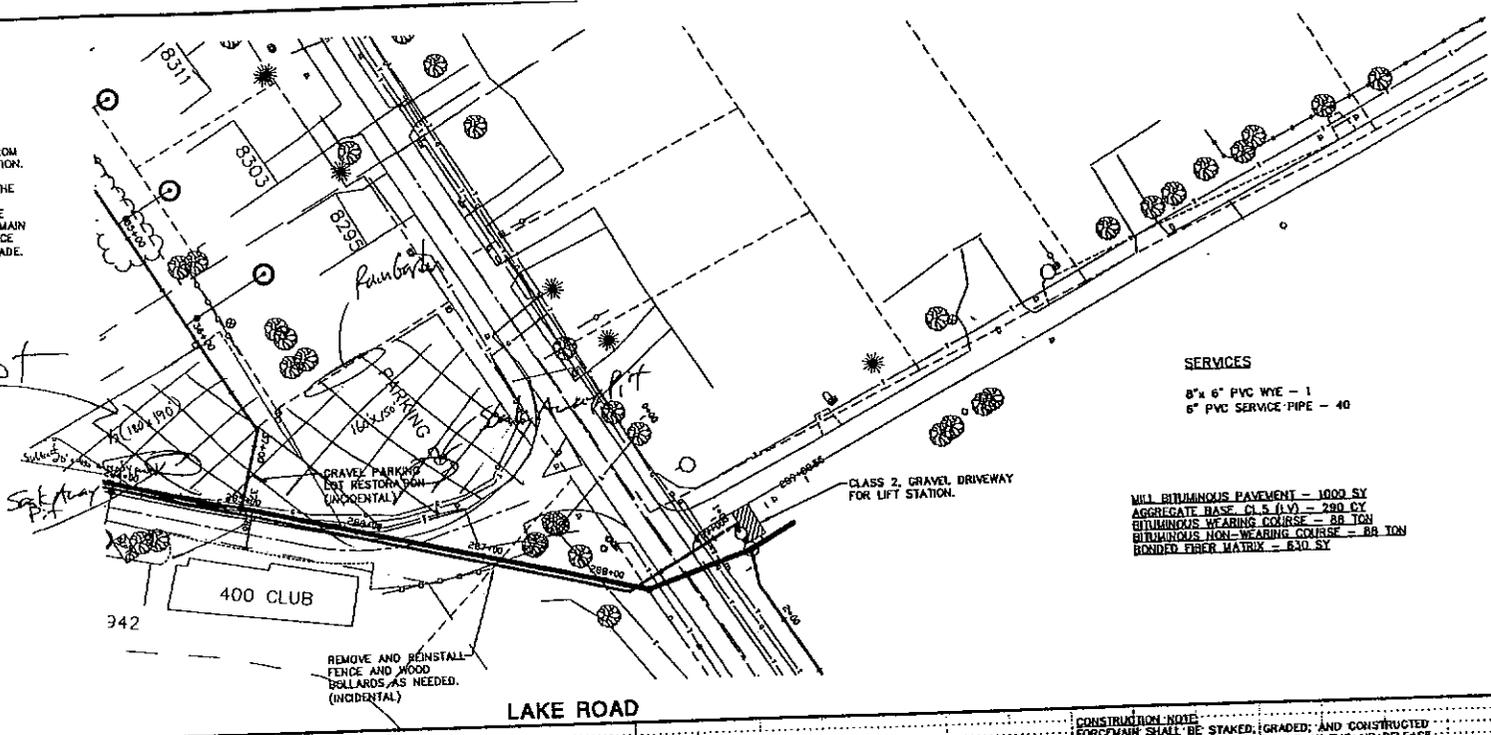
REIMBURSABLES: \$187

TOTAL SHORT ELLIOTT HENDRICKSON, INC COST: \$4,500

**CONSTRUCTION NOTE:**

ALL BITUMINOUS ON NORTH SIDE OF LAKE ROAD, CURBS ARE TO REMAIN IN PLACE DURING CONSTRUCTION.  
SERVICE LINES SHALL BE DIRECTIONALLY DRILLED FROM THE LOCATION OF THE MAIN TO THE RES. LIFT STATION.  
OPEN CUT, DIRECTIONAL DRILL, PLOW, OR TRENCH THE PIPE, SDN 11 FORCEMAIN, EXCEPT AS NOTED. ALL SALVAGING, REMOVALS, AND RESTORATION SHALL BE CONSIDERED INCIDENTAL TO THE METHOD OF FORCEMAIN PIPE INSTALLATION, EXCEPT IN AREAS WHERE SERVICE CONNECTIONS AND/OR PIPE FITTINGS ARE TO BE MADE.

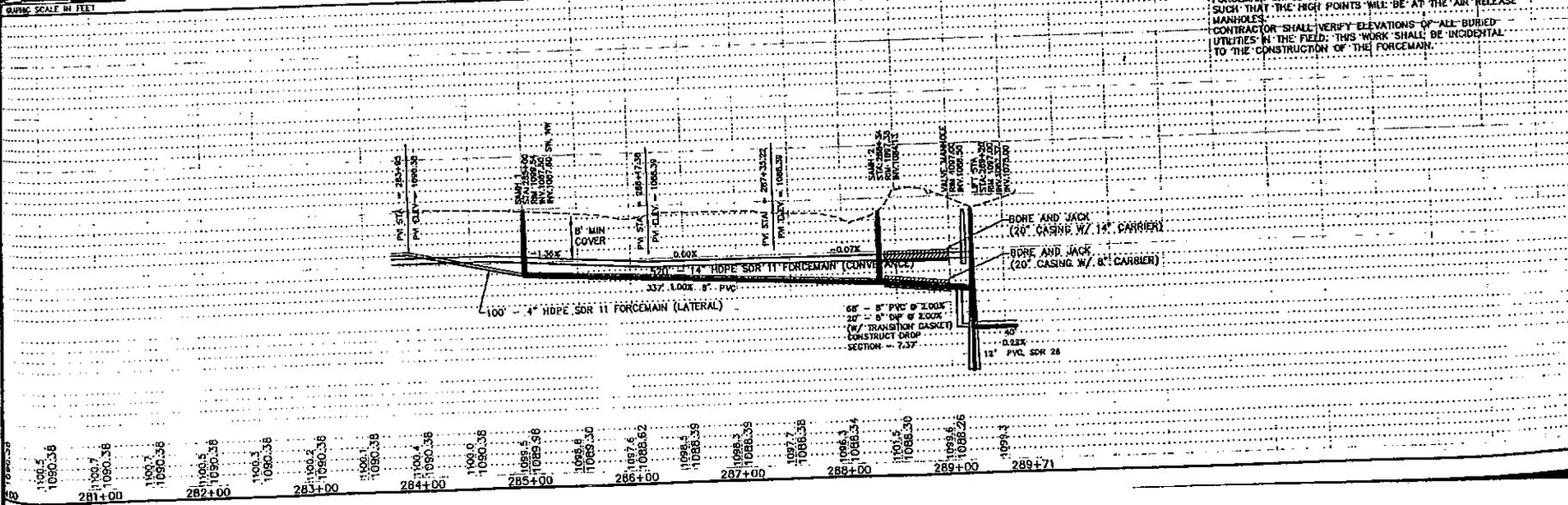
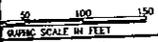
*Pave Parking Lot*



**SERVICES**

8" x 6" PVC WYE - 1  
6" PVC SERVICE PIPE - 40

1/2\"/>



**CONSTRUCTION NOTE:**  
FORCEMAIN SHALL BE STAKED, GRADED, AND CONSTRUCTED SUCH THAT THE HIGH POINTS WILL BE AT THE AIR RELEASE MANHOLES.  
CONTRACTOR SHALL VERIFY ELEVATIONS OF ALL BURIED UTILITIES IN THE FIELD. THIS WORK SHALL BE INCIDENTAL TO THE CONSTRUCTION OF THE FORCEMAIN.

**CONSTRUCTION NOTE**

MILL BITUMINOUS ON NORTH SIDE OF LAKE ROAD.  
MILLINGS ARE TO REMAIN IN PLACE DURING  
CONSTRUCTION.

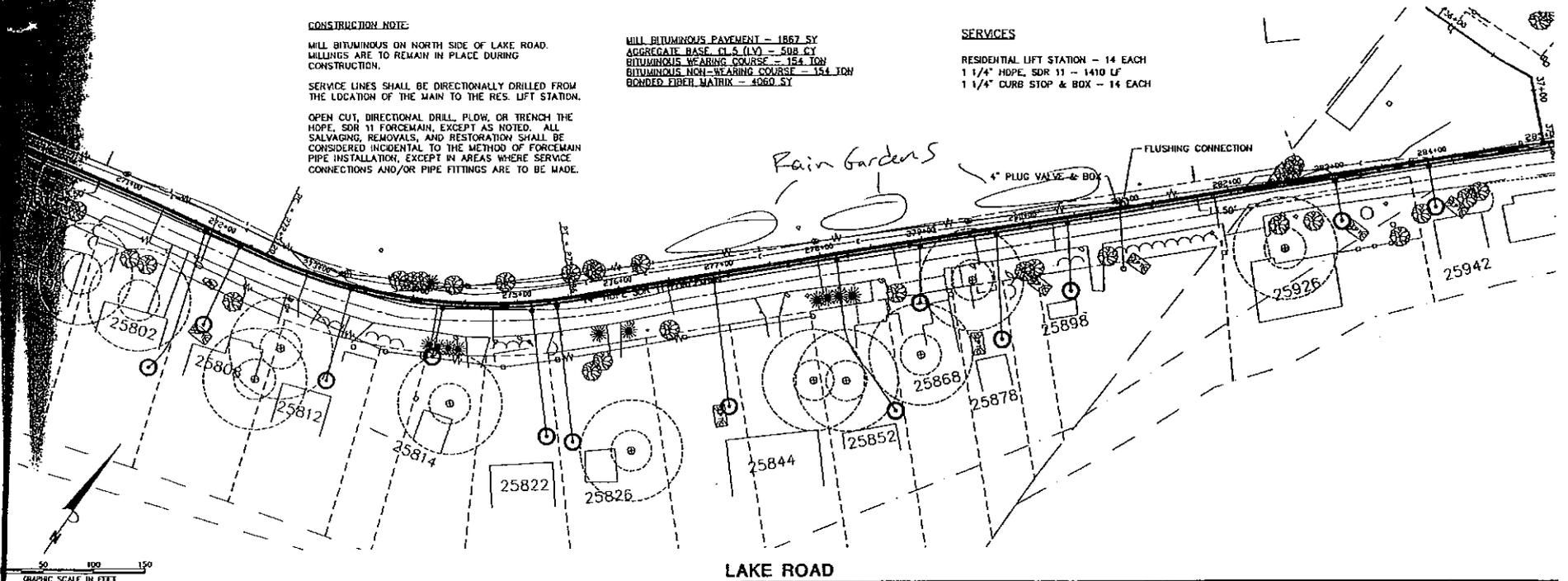
SERVICE LINES SHALL BE DIRECTIONALLY DRILLED FROM  
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PIPE INSTALLATION, EXCEPT IN AREAS WHERE SERVICE  
CONNECTIONS AND/OR PIPE FITTINGS ARE TO BE MADE.

MILL BITUMINOUS PAVEMENT - 1867 SY  
AGGREGATE BASE (1.5") - 508 CY  
BITUMINOUS WEARING COURSE - 154 TON  
BITUMINOUS NON-WEARING COURSE - 134 TON  
BONDED FIBER MATRIX - 4960 SY

**SERVICES**

RESIDENTIAL LIFT STATION - 14 EACH  
1 1/4" HOPE, SDR 11 - 1410 LF  
1 1/4" CURB STOP & BOX - 14 EACH



LAKE ROAD

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