



Real People. Real Solutions.

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Bolton-Menk.com

January 13, 2025

Mr. Rich Hibbard, PE
Division Manager
Saint Paul Regional Water Services

RE: Proposal for Professional Engineering Services
Edgerton/Payne Service Area Lead Free Improvements

Dear Mr. Hibbard,

Thank you for allowing Bolton & Menk to provide you with this proposal for professional engineering services for plan preparation for the Edgerton/Payne service area. This proposal is based on communications with, and information provided by Saint Paul Regional Water Services (SPRWS) staff. As a part of this proposal, we have described our project understanding, detailed our proposed scope of work, and provided our estimated fees.

PROJECT UNDERSTANDING

The SPRWS wants to complete lead water service removal and replacement with new copper lines throughout the Edgerton/Payne service area. Plans to complete this work need to be created and are often done in-house by SPRWS staff, but additional capacity is required at this time to deliver plans for bidding 2025 construction projects. For the Edgerton/Payne service area it is estimated that approximately 241 service lines will need to be replaced, and 67 inactive lines need to be removed.

The SPRWS will provide data on water services within each service area in spreadsheet format. The data will be reviewed and used to identify service replacements at properties throughout the service areas. Base mapping with layers for Bolton and Menk, Inc. to use to use as existing conditions will also be provided, the information will include:

- Right-of-way and property lines
- Approximate footprints of existing structures
- Existing street edges and/or curb and gutter
- Sidewalks and carriage walks
- Sanitary sewer, services and manholes with sizes and materials identified
- Watermain, services, hydrants, valves and manholes with sizes and materials identified
- Storm sewer, catch basins, and manholes with sizes and materials identified
- Private utilities such as gas, electric, telecommunication and fiberoptic lines

Other information provided will include plan sheet borders/templates, applicable standard detail plates, generic SWPPP sheets with notes, construction notes, and legend information. Although some private utility information may come through with the data, we will complete a GSOC request for the project area.

New services will be installed via directional boring and new curb stops will be placed. This work will generally require two pits; one at the watermain and one at the connection to the existing service line. The installation will also include tapping a new corporation valve on the existing water main, old corporations will be turned off and the old service pipe will be cut and crimped at the main. Cathodic protection will also be placed on the watermain at approximate intervals of 200-feet. The anodes will be placed in pits dug for service installation and no separate pits will be excavated specifically for anode placement. Inactive lines will be cut-off and crimped at the main, with corporations stops being turned off. Inactive curb stop boxes will be removed and the old line will be pulled out of the ground.

A storm water pollution prevention plan (SWPPP) will be included with the plans. We will prepare the plan by utilizing SPRWS standards from former plans and making sure the specifics are updated for the work area. An Erosion Control Permit will be required from the Capitol Region Watershed District, however work to apply for and secure the permit is not in this scope and will be completed by SPRWS staff.

Mainline utility improvements are not expected to be a part of this project, this includes any improvements for watermain, sanitary sewer or storm sewer. The plans will address any impacts to castings or valves impacted by excavations or removals.

SCOPE OF WORK

In accordance with the request, Bolton & Menk proposes to complete the following scope in support of final design of the Edgerton/Payne service area improvements.

Task 1: Project Management

We will coordinate with SPRWS staff throughout the project, the following meetings are proposed:

- Project Kickoff Meeting with SPRWS Staff

Task 1 Deliverables: Agendas, minutes

Task 2: Drafting and Plan Preparation

Plan preparation will build off the information from SPRWS staff. The service data will be reviewed and used to identify the extents of service line replacements. Plans will include plan view of the streets, curb and gutter, sidewalk, and utility lines. Street excavation will be estimated based on an assumed depth of 8 feet to the watermain. Asphalt and concrete removal/replacement areas will be based on the existing linework in the base mapping provided.

Our team will prepare construction plans meeting SPRWS standards. A draft plan will be submitted to SPRWS staff for review and comment. After comments are received, we will incorporate to create a final plan for use in preparing bid documents. Plans will include all necessary information needed to inform a contractor of the work needed to complete the improvements. We will also tabulate quantities based on the proposed improvements that can be used to create a bid form. Creation of project specifications and an engineer's estimate is not included in this scope of work.

Task 2 Deliverables: Construction plans and project quantities

SCHEDULE

This task schedule identifies the major activities for this project.

| Task | Start | End |
|-------------------------------|--------------|---------------|
| Project Management | January 2025 | February 2025 |
| Drafting and Plan Preparation | January 2025 | February 2025 |

ESTIMATED FEES

Bolton & Menk proposes to complete the above scope of work on an hourly basis for a not-to-exceed fee of \$39,860. The fees for the individual tasks are estimates, a breakdown of the estimated fees are attached to this proposal.

If you find this proposal satisfactory, your signature of this proposal will constitute acceptance of the terms outlined and your authority for us to proceed. Please contact us if you wish to discuss this proposal. We look forward to providing these professional engineering services to the SPRWS and appreciate your continued consideration of Bolton & Menk, Inc.

Sincerely,

BOLTON & MENK, INC.



Nate Stanley, PE
Sr. Project Manager

Accepted By: _____ Date: _____

Cc: Seth Peterson, PE
Senior Principal Engineer

Detailed Cost Estimate

| Client: St. Paul Regional Water Service Project: Edgerton/Payne Area Water Service Replacements | | Bolton & Menk, Inc. | | | | | | |
|--|-------------------------------|---------------------|-----------------|------------------|-----------------|-------------------------|-------------|-----------------|
| Task No. | Work Task Description | Principal-in-Charge | Project Manager | Project Engineer | Design Engineer | Water Resource Engineer | Total Hours | Total Cost |
| 1.0 | Project Management | 3 | 5 | 5 | 1 | 0 | 14 | \$2,957 |
| 2.0 | Drafting and Plan Preparation | 2 | 11 | 52 | 148 | 8 | 221 | \$36,903 |
| Total Hours | | 5 | 16 | 57 | 149 | 8 | 235 | |
| Average Hourly Rate | | \$274.00 | \$225.00 | \$170.00 | \$160.00 | \$170.00 | | |
| Subtotal | | \$1,370 | \$3,600 | \$9,690 | \$23,840 | \$1,360 | | |
| Total Not-to-Exceed Fee | | | | | | | | \$39,860 |

Estimated Hours

| Client: St. Paul Regional Water Service Project: Edgerton/Payne Area Water Service Replacements | | Bolton & Menk, Inc. | | | | | |
|--|--------------------------------------|---------------------|-----------------|------------------|-----------------|-------------------------|------------|
| Task No. | Work Task Description | Principal-in-Charge | Project Manager | Project Engineer | Design Engineer | Water Resource Engineer | Totals |
| 1.0 Project Management | | | | | | | |
| 1.1 | Administration & Coordination | 2 | 4 | 4 | | | 10 |
| 1.2 | Project Kickoff Meeting | 1 | 1 | 1 | 1 | | 4 |
| Subtotal Hours - Task 1 | | 3 | 5 | 5 | 1 | 0 | 14 |
| 2.0 Drafting and Plan Preparation | | | | | | | |
| 2.1 | Review Service Inventory Information | 1 | 2 | 8 | 8 | | 19 |
| 2.2 | Prepare Construction Plans | 1 | 8 | 40 | 120 | 8 | 177 |
| 2.3 | Tabulate Quantities | | 1 | 4 | 20 | | 25 |
| Subtotal Hours - Task 2 | | 2 | 11 | 52 | 148 | 8 | 221 |