

AGENDA
JOINT MEETING
SPECIAL CITY COUNCIL/PUBLIC WORKS COMMISSION
CITY OF CROSSLAKE
MONDAY, MAY 3, 2021
4:00 P.M. – CITY HALL

CITY COUNCIL

1. City Council Call to Order

PUBLIC WORKS

2. Public Works Commission Call to Order
3. Approve April 5, 2021 Meeting Minutes (Motion)
4. Memo dated May 3, 2021 from Ted Strand Re: 2021 Capital Expenses and Request to Purchase Equipment (Motion)
5. Letter dated April 30, 2021 from Phil Martin Re: Proposal for Professional Engineering Services for Delayed 2021 Road Improvements (Motion)
6. Other Business That May Arise
7. Public Works Commission Adjourn

CITY COUNCIL

8. City Council Adjourn

You are invited: Jon Mobeck, the new Executive Director of the Crosslake National Loon Center will be the guest speaker May 5th at the Crosslake Economic Development Authority meeting. The meeting will be held at City Hall at 8:30 A.M. in the council chambers. The presentation will also be available on zoom. The link can be found on the City of Crosslake website under Calendar. Click on EDA May 5th. Masks required.

SPECIAL JOINT COUNCIL MEETING
WITH PUBLIC WORKS COMMISSION
CITY OF CROSSLAKE
MONDAY, APRIL 5, 2021
4:00 P.M. – CITY HALL

The Council for the City of Crosslake met in a Special Joint Session with the Public Works Commission on April 5, 2021. The following Council Members were present: Mayor Dave Nevin and Marcia Seibert-Volz. John Andrews attended via Zoom. The following Commission Members were present: Doug Vierzba, Dale Melberg, Mic Tchida, and Tom Swenson. Also present were Public Works Director Ted Strand, City Clerk Char Nelson, and City Engineer Phil Martin. City Administrator Mike Lyonais and Planning Administrator Jon Kolstad attended via Zoom. There were three people in the audience.

1. Mayor Nevin called the Special Council Meeting to order at 4:00 P.M.
2. Public Works Commission Chair Doug Vierzba called the Public Works Commission Meeting to order at 4:00 P.M.
3. MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY DALE MELBERG TO APPROVE THE PUBLIC WORKS COMMISSION MEETING MINUTES OF MARCH 1, 2021 WITH THE FOLLOWING CHANGE: "THERE IS \$40,000 IN THE 2021 BUDGET FOR CRACKFILLING." IN ITEM #8. MOTION CARRIED WITH ALL AYES.
4. The Commission reviewed an application from Leo Varley to vacate the Hillcrest Beach public right-of-way on Whitefish Ave. Zoning Administrator Jon Kolstad presented the application and survey of the property and stated that neighbors have been using the right-of-way to access the lake. Mr. Kolstad added that the Park and Recreation/Library Commission made a recommendation that the City Council deny the application.

Kevin McCormick, authorized agent of applicant, stated that Leo Varley owns Lots 1, 2, and 3 of Block 31 and Lot 13 of Block 30 of the Manhattan Beach Second Addition plat. The 20-foot Hillcrest Beach right-of-way runs between Lot 3 Block 31 and Lot 13 Block 30. Mr. McCormick stated that the 20-foot strip of land leads to a bluff which is 28 feet down and that it is not easy to reach the bottom. There are erosion issues which Mr. Varley would like to improve. If the vacation were granted, Mr. Varley would not need a variance to build on Lot 13. Mr. McCormick questioned if it was safe and a benefit to the public to go down a steep bluff. Mr. McCormick reported that Mr. Varley had rip rap installed along his four lots, including the right-of-way. When the mistake was recognized, Mr. Varley removed the rip rap from the right-of-way.

Jason Baca of 11370 and 11412 Whitefish Ave addressed the Commission and stated that he and his family have used the public access since 2001. Mr. Baca stated that there is no problem to walk down to the lake. Mr. Baca reported that persons on Mr. Varley's property have yelled at him and neighbors to get off the right-of-way and that there had not been erosion problems up to now. Mr. Baca asked the Commission to not vacate the road right-of-way because it is used by him, family and neighbors to access the lake.

Applicant Leo Varley stated that he has never met Jason Baca and has never told anyone to get off the property. Mr. Varley explained that there were once stairs on Lot 13, but he removed them because they were in poor condition and stated that Crow Wing Power removed some trees in the right-of-way that were blocking power lines.

Tom Swenson stated that he understands Mr. Baca's situation because he uses a public right-of-way on Robert Street to access the lake. Mr. Swenson stated that he is not in favor of vacating the property because there is a public purpose for right-of-ways and that the neighboring property owners tend to take over the land and use it as their own.

Mic Tchida noted that he is on the Park Commission and they voted unanimously to recommend that the Council not vacate the property.

Dale Melberg stated that he is not in favor of vacating the property because these public right-of ways are very beneficial to the condition of lake water.

Dave Nevin stated that if people use the right-of-ways, they should not be vacated.

MOTION WAS MADE BY TOM SWENSON AND SECONDED BY MIC TCHIDA TO RECOMMEND THAT THE CITY COUNCIL DENY THE APPLICATION FROM LEO VARLEY TO VACATE THE HILLCREST BEACH PUBLIC RIGHT-OF-WAY. MOTION CARRIED WITH ALL AYES.

5. MOTION WAS MADE BY DALE MELBERG AND SECONDED BY TOM SWENSON TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE CROW WING COUNTY CONSTRUCTION COST SHARE AGREEMENT FOR THE BITUMINOUS SEAL COAT OF PERKINS ROAD AND DAGGETT BAY ROAD AT AN ESTIMATED COST OF \$19,160.15. MOTION CARRIED WITH ALL AYES.
6. City Engineer Phil Martin provided an update on the CSAH 66 Sanitary Sewer Extension / Storm Water Quality Improvements. Mr. Martin stated that the project specifications are being assembled so that the improvements are ready to bid when the City is ready to proceed with construction. Crow Wing County Highway Department has requested that the City use a warm mix bituminous pavement when CSAH 66 is reconstructed.

Phil Martin provided an update on the 2021 road improvement projects which have been delayed. Mr. Martin and Ted Strand reviewed road conditions and listed roads that have problem areas. A discussion ensued regarding the age of Whitefish Ave. which is approximately 20 years old. Doug Vierzba stated that Whitefish Ave looks fine to him and the City could possibly postpone improvements for a while. Phil Martin stated that there are areas on Whitefish Ave that need patching. Mic Tchida stated that it is a "low use" road. Ted Strand reported that the City seal coated part of Summit Ave and Shadywood Street to see how it would hold up on an older surface. So far it is holding up. Tom Swenson asked that the intersection of Robert Street and Johnie Street be reviewed for possible repairs. It was the consensus of the Commission to meet on Tuesday, April 13, 2021 at 1:00 P.M. to view road conditions. Phil Martin will send a schedule to the Commission and Council.

A discussion ensued regarding the plans for Rushmoor Blvd and Harbor Lane.

Ted Strand asked the engineer if he knew of any use restrictions on the federal funds that cities would soon be receiving. Mr. Martin stated that he is waiting for that information and will share it once it is released. Dave Nevin stated that the City is getting approximately \$270,000 and that the City should use it towards the sewer extension. Marcia Seibert-Volz stated that the Council should designate those funds to the sewer, as well as the proceeds from the sale of the Public Works trucks.

7. Included in the packet for review was a letter dated March 1, 2021 from John Graupman regarding clarifier rehabilitation and lift station controls proposals. A discussion ensued regarding hiring a contractor to purchase and install the equipment or to have the City purchase the equipment and have staff install the equipment or a combination of both. Phil Martin suggested that the City proceed with the engineering design and that the installation could be decided later. Both Ted Strand and Phil Martin suggested using a contractor for the entire project. MOTION WAS MADE BY TOM SWENSON AND SECONDED BY DALE MELBERG TO RECOMMEND THAT THE CITY COUNCIL PROCEED WITH THE DESIGN OF THE CLARIFIER PROJECT, PROVIDED BOLTON & MENK SUBMITS A PROPOSAL BASED ON AN HOURLY RATE, NOT TO EXCEED \$39,350. MOTION CARRIED WITH ALL AYES.
8. Dave Nevin reported that residents will be attending the regular Council Meeting on Monday, April 12, 2021 to complain about the cemetery maintenance.
9. There being no further business at 5:30 P.M., MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY DALE MELBERG TO ADJOURN THE PUBLIC WORKS MEETING. MOTION CARRIED WITH ALL AYES.
10. MOTION WAS MADE BY JOHN ANDREWS AND SECONDED BY MARCIA SEIBERT-VOLZ TO ADJOURN THE SPECIAL CITY COUNCIL MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk

MEMO TO: City Council

FROM: Public Works Commission

DATE: May 3, 2021

SUBJECT: 2021 Capital Expenses and Request to Purchase Equipment

Below is an updated list of capital expenditures for the Public Works Department. At its special meeting on 4/22/21, the Council asked that department heads try to reduce expenses and move extra funds to legal expenses.

| | <u>Budgeted</u> | <u>Amount Needed</u> | <u>Over (Under)</u> |
|-----------------------|-----------------|------------------------------|---------------------|
| PW Facility | 56,500 | 25,000 | (31,500) |
| Equipment | 120,000 | 65,000 (see below) | (55,000) |
| Chip Sealing | 18,000 | 18,000 (estimated) | 0 |
| Cemetery | 5,000 | use to pay seasonal employee | 0 |
| Striping | 16,000 | 25,000 | 9,000 |
| Crack Sealing | 40,000 | 72,000 | 32,000 |
| Sale of 2 PW Vehicles | | | <u>(40,400)</u> |

Amount Available to Reallocate to Other Purposes

\$85,900

Attached are quotes for the equipment that was budgeted in 2021 that I would like to purchase:

| | |
|---|-----------------|
| Falcon 2 Ton Asphalt Hot Box and Recycler | \$34,932 |
| Erskine 6-Way Dozer Blade | \$5,350 |
| Erskine Vibratory Packer | \$9,295 |
| Road Widener Rental / Month | \$6,180 |
| Gravel, dirt, miscellaneous | <u>\$9,243</u> |
| | \$65,000 |



2 TON ASPHALT HOT BOX AND RECYCLER

STANDARD:

- Battery charger package
- Automatic temperature control
- VIP technology
- One piece ceramic combustion chamber (diesel)
- Diamond tread plate hopper access platform
- Heated shoveling platform
- 12 volt deep cycle batteries
- Conspicuity tape

OPTIONS:

- Hydraulic dump function
- Dual burner recycling package
- Hydraulic loading and unloading doors
- LED light upgrades including LED arrow board
- 30 gallon tack tank with spray system and hose reel
- Basket for mounting compactor
- Wash-down system
- 24-hour or 7-day timer
- Short frame - 14'
- XL frame - 18', 20'
- Electric overnight heat
- Hoist - manual or electric
- Tire upgrade
- Propane torch with bracket
- Other customizable options available

Falcon hot boxes and recyclers give you unparalleled **versatility**. You can **transport cold mix**, keeping it warm during the winter months and making it easier to work with; you can **transport hot mix and keep it hot all day**; and you can **hold hot mix overnight**, keeping it warm for up to 48 hours. You can also **reclaim unused hot mix**, eliminating the waste of good material, and you can **recycle asphalt chunks and millings**. All of this makes Falcon the most versatile machine you can buy for pavement preservation.

All Falcon machines are built with pride in Midland, Michigan and come with the following standard features: **patented heat management system** featuring a 5-year maintenance-free combustion chamber, **large unloading door** for easy access, **patented VIP system** to eliminate damage from low voltage, a **2-year machine warranty and lifetime frame warranty**, an emphasis on **curbside safety** and easy platform work surfaces, and a durable and **reliable dump system**.

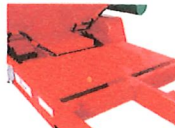
THE FALCON ADVANTAGE



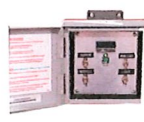
Large Unloading Door
For Easy Access



Patented Heat
Management System



Platform For Safe, Easy
Hopper Access



Patented VIP - Low
Voltage Shutdown



Dump System - Pivot
Point & V-Body



Lifetime Frame
Warranty

Falcon Asphalt Repair Equipment

2600 W. Salzburg Rd
Freeland, MI 48623
sales@falconrme.com

Phone: (989) 495-9332
Fax: (989) 495-9342
www.falconrme.com

WWW.FALCONRME.COM

It's a Falcon



PRICE QUOTE

No. 788



4258 153rd Ave NE
Ham Lake, MN 55304
763-587-8930

Requested By: Ted Strand
Cross Lake MN

| Quote Date | Quote Good Through | Freight Terms | Requested By | Payment Terms |
|------------|--------------------|-------------------|--------------|---------------|
| 4//28/21 | 5/28/21 | FOB Cross Lake MN | Ted Strand | Net 30 Days |

| Qty | Item No | Description | Price |
|-----|---------|--|-------------|
| 1 | MI10257 | 2-Ton Falcon Asphalt Recycler & Hot Box Trailer 12-Volt Battery Triple Wall Construction and Fully Insulated Automatic Temperature Control Single Diesel Burner VIP Technology - Voltage Indicator and Protector Controller Automatically Prevents Burner(s) from Operating Below Burner Manufacturer's Required Voltage One-Piece, Seamless Ceramic Combustion Chamber Independently Certified 92% Fuel Efficiency Diamond Tread Plate Hopper Access Platform Two 8 bolt axles with GVWR of 9,810 lbs. Slipper Spring Suspension Tires - 9 x 16" Electric Brakes w/ Safety Breakaway Conspicuity Tape Included Options: Vibco GR1600 Roller Hoist with 12-Volt Winch (for lifting 550lbs) Hydraulic Dump Trailer Battery Charger Package Night Work Lights Front Hopper mounted strobe Light on Post | \$33,512.00 |

Four Red Stop/Tail/Turn Lights mounted on rear hopper wall. Six marker lights (four on hopper corner and two on front section of frame) and three-light id bar on rear hopper wall peak

Operator, Parts and Service Manual

Two-Year Machine Warranty and Lifetime Frame Warranty

Freight to, Cross Lake MN

\$1,420.00

Total with Freight

\$34,932.00

Plus Applicable Sales Tax

*MN State Contract Number P961(5) #11109

*SourceWell Contract Number 52417-FRM

Why Falcon?

It's Versatile

- Recycle leftover asphalt, chunks and millings (a dual burner unit is required to recycle millings)
- Transport asphalt and keep it hot all day and hold it overnight
- Heat and re-heat cold patch

It's Cost-Effective

- When used as a hot box, it eliminates asphalt waste that occurs in the back of an unheated truck bed
- When used as a recycler, it recycles leftover asphalt and asphalt chunks torn up from the pavement
- Independently certified 92% fuel efficiency – uses less than 3 gallons of fuel per 8-hour shift

It's Reliable

- VIP Technology (patent pending) – Protects burner components by automatically preventing burner from operating with low battery voltage
- A Falcon is designed to allow the burner to run while in tow - preventing material from cooling while being transported
- Heat management system is engineered to provide even hopper temperatures – eliminating material scorching from hot spots and material hardening from cold spots
- Standard 2-year machine warranty and lifetime frame warranty

ERSKINE
ATTACHMENTS LLC

www.erskineattachments.com
800.437.6912

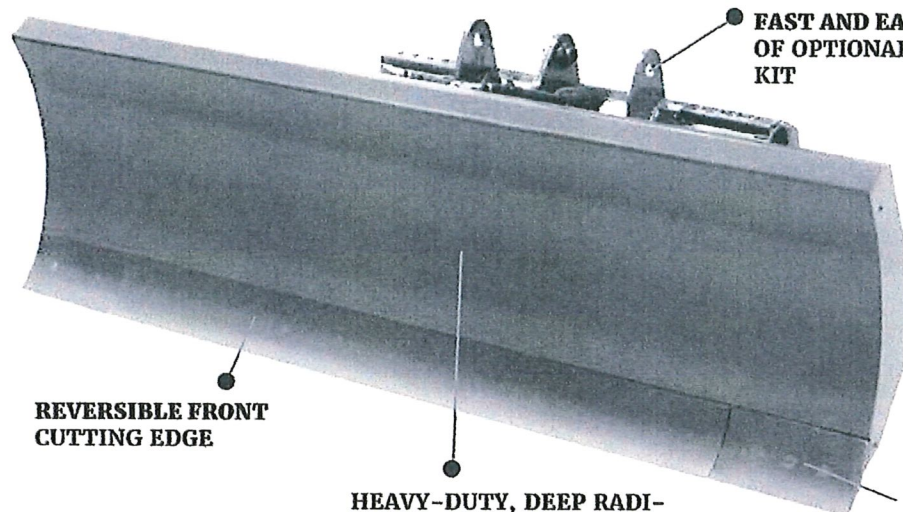
6-WAY DOZER BLADE SKID STEER ATTACHMENT



Optional:
Wire Harness for hydraulic models with attachment controls. Fits Cat/ASV (8-pin) and John Deere/New Holland/CASE/Bobcat (14-pin).



Optional:
Pistol Grip Control Harness is required if skid steer is NOT equipped with attachment control system. (Only needed when ordering hydraulic angling model).



FAST AND EASY PINNING
OF OPTIONAL WHEEL
KIT

REVERSIBLE FRONT
CUTTING EDGE

HEAVY-DUTY, DEEP RADI-
US INDUSTRIAL STRENGTH
MOLDBOARD

REVERSIBLE BILATERAL
CUTTING ENDS



Optional:
EZ Grading/Leveling Combo Package eliminates unwanted blade-hop and provides operator better blade control and adjustment. This results in a more accurate and efficient job.



800.437.6912

ERSKINE
ATTACHMENTS LLC



5410 Landmark Drive | Brainerd, MN 56401
Phone (218) 297-0991
www.qualityequipmentmn.com

SALES PROPOSAL

TO: City Of Crosslake
ATTN: Ted
ADDRESS:

DATE: 3/29/2021

PHONE: 218-820-3303

EMAIL:

Please review the following proposal. If you have any questions contact me anytime.

MAKE: Eriskin

Attachment: 78in 6 way dozer blade

PRICE: \$ 5,095.00

Attachment: 90in 6 way dozer blade

PRICE: \$ 5,195.00

Attachment: 96in way dozer blade

PRICE: \$ 5,350.00

Attachment:

PRICE:

TOTAL:

Kubota & QE discount

SUB TOTAL \$ -

TRADE ALLOWANCE: \$ -

TRADE DIFFERENCE \$ -

TAX:

DOC FEE:

DOWN PAYMENT:

TOTAL INVESTMENT: \$ -

FEATURES: 6 way dozer blade

Thank you,
MATTHEW HUNNICUTT
matthewh@qualityequipmentmn.com
Cell: (218) 280-3873

Accepted By: _____ Purchase Order: _____ Date: _____

Our mission at Quality Equipment is to provide customers with quality service and sales and fair prices, in a timely manner. We realize the importance of good running equipment to our customer's bottom line and operation. Therefore, we only sell quality equipment and provide the best service possible.

ERSKINE[®]

ATTACHMENTS LLC

www.erskineattachments.com

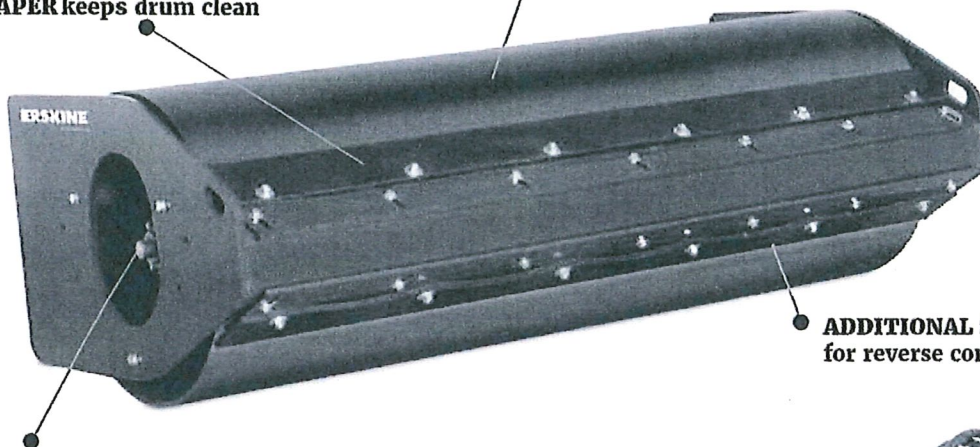
800.437.6912

VIBRATORY PACKER

SKID STEER ATTACHMENT

Polyurethane 1/2" thick **ADJUSTABLE SCRAPER** keeps drum clean

A-500 **GRADE C STEEL DRUM**

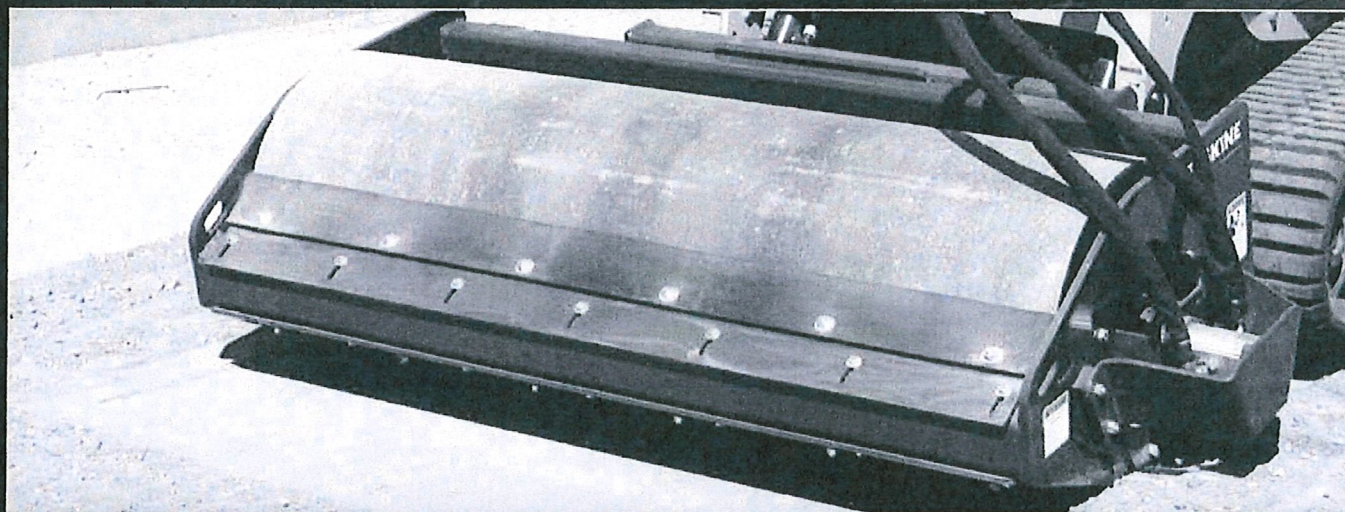


ADDITIONAL SCRAPER for reverse compaction

MASSIVE 3" ECCENTRIC SHAFT inside the drum produces the high dynamic forces with greaseable heavy-duty bearings transferring the forces to the drum. Solid shaft running the full length of the drum is equipped with 4 greaseable bearings. Two heavy-duty spherical inner drum bearings handle any high forces transmitted by the eccentric shaft.



Padded foot model



800.437.6912

ERSKINE[®]
ATTACHMENTS LLC



5410 Landmark Drive | Brainerd, MN 56401
Phone (218) 297-0991
www.qualityequipmentmn.com

SALES PROPOSAL

TO: City Of Crosslake
ATTN: Ted
ADDRESS:

DATE: 3/29/2021

PHONE: 218-820-3303

EMAIL:

Please review the following proposal. If you have any questions contact me anytime.

MAKE: Eriskin

Attachment: 72in smooth vibratory packer

PRICE: \$ 9,295.00

Attachment:

PRICE:

Attachment:

PRICE:

Attachment:

PRICE:

TOTAL:

Kubota & QE discount

SUB TOTAL \$ -

TRADE ALLOWANCE: \$ -

TRADE DIFFERENCE \$ -

TAX:

DOC FEE:

DOWN PAYMENT:

TOTAL INVESTMENT: \$ -

FEATURES: 72in smooth drum vibratory packer

Thank you,
MATTHEW HUNNICUTT
matthewh@qualityequipmentmn.com
Cell: (218) 280-3873

Accepted By: _____ Purchase Order: _____ Date: _____

Our mission at Quality Equipment is to provide customers with quality service and sales and fair prices, in a timely manner. We realize the importance of good running equipment to our customer's bottom line and operation. Therefore, we only sell quality equipment and provide the best service possible.

From: Cody Busse
Sent: Monday, March 15, 2021 3:30 PM
To: publicwk@crosslake.net
Subject: RENTAL

Here are the rental rates on a road widener and stump grinder:

Road Widener:

| Monthly | Weekly | Daily |
|---------|--------|-------|
| 6,180 | 2,470 | 990 |

Stump Grinder:

| | | |
|-------|-----|-----|
| 1,730 | 690 | 280 |
|-------|-----|-----|

Thanks Guys

Cody Busse

Territory Manager | Ziegler CAT
3311 Liberty Lane | Brainerd MN 56401
218/640-0255 Mobile
218/833-8530 Fax
cody.busse@zieglercat.com
www.zieglercat.com





Real People. Real Solutions.

7656 Design Road
Suite 200
Baxter, MN 56425-8676

Ph: (218) 825-0684
Fax: (218) 825-0685
Bolton-Menk.com

April 30, 2021

Ted Strand, Public Works Director
City of Crosslake
37028 County Road 66
Crosslake, MN 56442

RE: Proposal for Professional Engineering Services
Delayed 2021 Road Improvements

Dear Ted:

Per your request, Bolton & Menk has prepared this proposal for engineering services to provide engineering services for planning and design of delayed 2021 road improvements. It is our understanding that the City would like to complete the necessary planning and design so that construction plans can be completed and approved by December 31, 2021.

Specifically, Bolton & Menk understands the services should be based on the following road planned improvement scope and schedule:

- Wild Wind Ranch Drive – Construction plans have been prepared for Full Depth Reclamation/Reconstruction. Construction would be planned for 2022.
- Rushmore Boulevard and Trail – Feasibility study work has been completed. Full Depth Reclamation would be planned for 2022.
- Birch Narrows Road - Feasibility study work has been completed. Full Depth Reclamation would be planned for 2022.
- Whitefish Avenue, Hilltop Drive, Woodland Drive, and Cool Haven Lane – Although the feasibility study work completed recommended mill & overlay construction, further consideration will be given to pavement patching and an aggregate chipseal project with Crow Wing County in 2022.
- Harbor Lane – Feasibility study work has been completed. Full Depth Reclamation construction was recommended but a number of issues were identified with road easement, drainage, and potential trail planning. It is anticipated that preliminary planning and improvement discussion would take place in 2021, engineering design and construction plan preparation would be completed in 2022, and construction would be completed in 2023.

Our review of the Feasibility Report prepared by Widseth indicates field survey work was completed for the City. Efforts to obtain that information have not been successful to this point. As a result, our proposal fee assumes that we will need to provide field survey services for an assumed 50' width to obtain the information necessary for design and construction plan

preparation. We do not intend to survey the entire road right-of-way or establish boundary. If existing survey information becomes available, we would attempt to use the previously collected field data and only supplement as needed.

Additionally, our preliminary services would include an improvement timing update, setup of information gathering platform (Input ID), setup of public information meetings, update of the Feasibility Report previously prepared, and facilitation of the Public Improvement Hearing (required). We assume the previously obtain improvement benefit appraisal information remains valid and have not included additional costs for updating of that information by the appraisal company. We would provide a supplemental proposal from the appraisal company for update services if directed by the City.

Scope:

To assist the City of Crosslake, we propose the following scope completion relative to the identified improvement segments.

Wild Wind Ranch Drive

Field services will only include investigation of pavement and subgrade materials via shallow (5' deep) soil borings (3 to 4 assumed). Our intent is to verify the design adequately addresses the situation and provides for the appropriate construction effort. We want to protect the City by assuring that the appropriate level of construction is identified and included with the bid work rather than having to negotiate scope changes after construction has started.

Only minor engineering services to prepare bidding documents are included in our fee proposal for this improvement segment. If the soil boring investigation shows that the construction effort needs to be expanded, we would prepare a fee amendment for the City to review and approve that would direct Bolton & Menk to redline the existing plans and update quantities for the extent of work required so it is included with the competitive bid.

Rushmoor Boulevard and Trail, Birch Narrows Road

Field services will include the topographic data collection 50' wide along identified roads and investigation of pavement and subgrade materials via shallow (5' deep) soil borings (3 assumed). Our field services do not include title search for easement acquisition assistance or wetland delineation on these improvement segments. There are road segments that are on or near private property and it may be desirable to obtain a drainage easement in locations where there is limited easement identified. We would provide a supplemental proposal for those services if directed by the City.

Preliminary design services would include review of proposed construction approach and coordination with Crow Wing County and utility companies as needed.

Final design services would include final design, preparation of construction plans, preparation of bidding documents, and preparation of permit applications, as required.

Whitefish Avenue, Hilltop Drive, Woodland Drive, and Cool Haven Lane

Field services will include the topographic and boundary data collection in two small areas only along Whitefish Avenue (the sharp corner near Hilltop Drive and the drainage concern on the platted lake access). No soil investigation is planned. Our field services do not include title search for easement acquisition assistance or wetland delineation on these improvement segments. We would provide a supplemental proposal for those services if directed by the City.

Preliminary design services would include coordination with utility companies as needed.

Final design services would be limited to the survey locations. It is assumed that the City will be able to work directly with Crow Wing County for development of sealcoat plans for these segments.

Harbor Lane

Field service will include location of the existing paved road to establish width and alignment across private property and investigation of pavement and subgrade materials via shallow (5' deep) soil borings (3 assumed). Our field services include title reports for 6 private parcels and the establishment of those property boundaries to work with the City and private property owners to create a Right-of-Way Plat.

Preliminary design services would include review of the proposed road improvement and consideration of roadway drainage. In addition, we would assist the City with preliminary trail planning discussions.

Professional Fee:

Based on our understanding of the City request, we estimate a total cost of \$58,800 to provide the professional services outlined previously. We propose to provide our fee as hourly work, not to exceed the total fee based on the work elements described in this proposal. A breakdown of cost for the major service categories provided is provided below. Further detail can be provided upon request.

| Services Provided | Fee |
|---|----------|
| Geotechnical (Wild Wind Ranch Drive, Birch Narrows Road, Rushmoor Boulevard and Trail, Harbor Lane) | \$3,000 |
| Survey | \$22,150 |
| Engineering | \$33,650 |
| Public Bid, Award, Contract Preparation | TBD |
| Construction Survey and Observation | TBD |

Schedule:

We propose to begin immediately upon receipt of a notice to proceed with the following general schedule:

- Project Update May 2021
- Input ID Setup and Information Meeting Opportunity June/July 2021

Name: Ted Strand
Date: April 30, 2021
Page: 4

- Public Improvement Hearing
- Complete Construction Plans
- Public Bid & Award
- Construction

August 2021
December 2021
January/February 2022
Summer 2022

We appreciate the opportunity to assist the City of Crosslake. Please feel free to contact me at 218-821-7265 or via email at Phillip.Martin@bolton-menk.com if you have any questions regarding our proposal for professional services to the City of Crosslake.

Respectfully submitted,
Bolton & Menk, Inc.

A handwritten signature in blue ink, appearing to read "P. Martin", with a stylized flourish at the end.

Phillip M. Martin, P.E.
Principal Engineer