

January 21, 2022

Ms. Michele McPherson
 City Administrator
 City of Princeton
 705 Second Street North
 Princeton, MN 55371

Re: Proposal for Final Design and Bidding Services as Related to the Industrial Business Park Expansion Project
 City of Princeton, MN

Dear Ms. McPherson:

WSB is pleased to provide you with the following proposal for final design services related the following phases as related to the design of the Princeton Industrial Park Expansion. The following scope was prepared based on conversations with City staff, as well as from information provided in the Preliminary Engineering Report prepared in June 2020, and revised August 2021.

PROJECT UNDERSTANDING

The proposed Industrial Park Expansion is a 46-acre parcel located in the southwest quadrant of County Road 31 and 21st Avenue South intersection. In 2021, the previous 8-acre Aero Business Park was combined with the 46-acre parcel and re-platted as part of a new Industrial Park Expansion.

As part of the platting process, the City retained a 66-ft right-of-way for the extension of two new access roads into the new park. Both new roadways will be constructed with an urban section design and will include storm sewer for storm water conveyance. The pavement will be designed to meet a 10-ton roadway to support heavy trucking from business development.

Sanitary sewer and watermain will be extended from the existing mains in 21st Avenue South to serve the developing lots, and the watermain will also be connected to the existing watermain in County Road 31 to provide the new Industrial Park with a “looped” system for water quality and fire protection.

Streetlights will also be installed through the road corridor, and a conduit system will be extended for the future installation of fiber optic services.

Final design and bidding services for the project are summarized below.

Geotechnical Work

- Obtain soil borings along the alignment
- 3 borings up to 20 feet each
- GSOC site meet.
- SPT borings and sampling
- Routine lab tests (moisture content and P200 wash)
- Prep of boring logs and sketch
- Preparation of a Geotechnical Report

PROPOSED SERVICES

- Design and final plan preparation of street, storm sewer, sanitary sewer, watermain improvements and streetlights.
- Pavement section design based on traffic projections and geotechnical report.
- Storm drainage design/hydraulic modeling to meet stormwater requirements.
- Erosion control and SWPPP development to be included with the final plans

Ms. Michele McPherson
January 21, 2022
Page 2

- Project management and coordination/meetings with City staff and the City Council.
- Design and drafting of street improvements including typical sections, cross sections, and detail sheets.
- Provide a detailed engineer's opinion of probable cost as it relates to the work outlined in our scope of services.
- Funding coordination with City staff.
- Coordinate and meeting requirements of the EDA grant funding
- Prepare project specifications, contracts, and bidding forms.
- Coordinate project advertisement. We will distribute plans and specifications to the contractors, as well as any required addenda. We will also attend the bid opening and prepare a bid tabulation and award recommendation for City Council consideration.

Deliverables: 100% complete plans and specifications; bidding documents; addenda, if required; bid tabulation; and letter recommending award of construction contract.

SCHEDULE

The proposed schedule for this project is as follows:

Final Design

City Council Approves Scope	January 27, 2022
City Council Considers Approval of Plans and Authorizes Advertisement for Bids	March 24, 2022
Open Bids	April 14, 2022
Award Contract.....	April 28, 2022

Construction

Begin Construction	May 2022
Substantial Completion.....	September 2022
Final Completion.....	August 2023

ENGINEERING SERVICES FEE

We are proposing to complete the work on a cost-reimbursable basis in accordance with our current fee schedule of \$123,260.

If this proposal is acceptable to the City, we will draft contract documents to be executed upon approval of scope.

Please give me a call at 612-219-3500 if you have any questions. Thank you.

Sincerely,

WSB


Jennifer Edison, PE
Municipal Project Manager


Monica Heil, PE
Vice President, Municipal Services