

PARK BOARD AGENDA

Brainerd, Minnesota
September 7, 2021, 4:00 PM
Lum Park Pavillion 1

1. **Call To Order - 4:00 PM**

2. **Roll Call**

____ T. Boeder ____ T. Rushmeyer ____ K. Schaefer ____ A. Shipe ____
K. Yeager

3. **Pledge Of Allegiance**

4. **Approval Of Agenda**

5. **New Business**

A. **Design Standards, Lum Park Master Plan, And SPRA Loan Update
And Discussion**

Documents:

Design Standards and Lum Park Master Plan.pdf

B. **Recommendation For Design And Construction Consulting
Services For Mississippi Landing Trailhead Park**

Documents:

Design and Construction Consulting.pdf

6. **Public Forum**

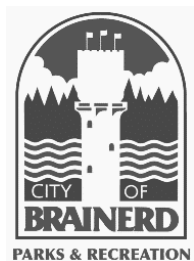
Time allocated for citizens to bring matters not on the agenda to the attention of the Board. Time limits may be imposed.

7. **Adjourn**

Visit the Parks and Recreation Website at www.ci.brainerd.mn.us/parks

MISSION

"To serve Brainerd residents and visitors by offering high-quality, affordable recreational opportunities and by providing a clean, well-maintained park system"



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐ Yes

☐ No

What is the total cost, with tax and shipping

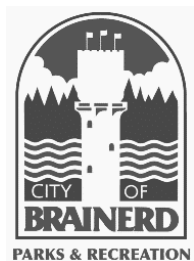
\$ _____

Is this budgeted?

☐ Yes

☐ No

Please Explain:



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐ Yes

☐ No

What is the total cost, with tax and shipping

\$ _____

Is this budgeted?

☐ Yes

☐ No

Please Explain:



A PROPOSAL FOR

Minnesota Trailhead Landing (MLT) Park

FOR THE CITY OF BRAINERD

August 26, 2021

Paul Sandy, PE
City Engineer/Interim Public Works Director
501 Laurel Street
Brainerd, MN 56401



Re: Proposal for Mississippi Trailhead Landing (MLT) Park

Dear Paul,

On behalf of WSB, thank you for this opportunity to submit our proposal and qualifications. The Mississippi Trailhead Landing Park project has included community engagement, visioning, and a solid and successful approach to funding. This next phase of this project will be the culmination of several years of focus and planning that will easily result in a legacy project for the community. By selecting WSB, you'll have a partner that builds on the project's foundation with proven experience and expertise to deliver this community amenity. Below is what we believe are the keys to successful project:

LOCAL EXPERIENCE

WSB has a local presence and a strong history of delivering quality projects for the City of Brainerd. These projects include College Road and Memorial Park, which is currently in the process of completion. Additionally, our Landscape Architects have successfully completed several projects with similar vision and scopes to this project. Project Manager Chris Sonmor lives minutes away from Brainerd and has a solid understanding of the work that has been completed so far and a respect for the vision of this project.

STRONG EXPERTISE

This project will require multiple technical specialties to successfully deliver the community vision. WSB's team has been selected with this in mind and includes proven technical experts to make certain the community's vision becomes a reality. Our team includes staff who not only live in that area, but also have strong expertise to address the unique impacts associated with the anticipated riverbank restoration and temporary and permanent erosion control.

KNOWLEDGE OF FUNDING REQUIREMENTS

Based on the city's success with multiple funding sources, the selected team should have knowledge of the associated eligibility and reporting requirements. Fortunately, our team is familiar with all the funding sources and will adhere to all requirements for the design and construction phases of the project. Our team has been particularly successful with securing and delivering LCCMR funded projects, which will allow the city to maximize the funding dollars appropriated.

We are excited for the opportunity to work with the city on this project. Please contact Chris Sonmor at 320.241.9439 or csonmor@wsbeng.com with any questions about our qualifications or availability

Sincerely, WSB

A handwritten signature in black ink, appearing to read "Chris L. Sonmor".

Chris Sonmor, PE

Project Manager

A handwritten signature in black ink, appearing to read "Jason Amberg".

Jason Amberg, PLA, ASLA

Principal



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Firm Overview



Forge ahead.

WSB is a design and consulting firm specializing in engineering, community planning, environmental, and construction services. Together, our staff improves the way people engage with communities, transportation, infrastructure, energy and our environment. We offer services that seamlessly integrate planning, design and implementation.

We share a vision to connect your dreams for tomorrow to the needs of today—the future is ours for the making.

550+
STAFF

30+
SERVICE AREAS

15
OFFICES

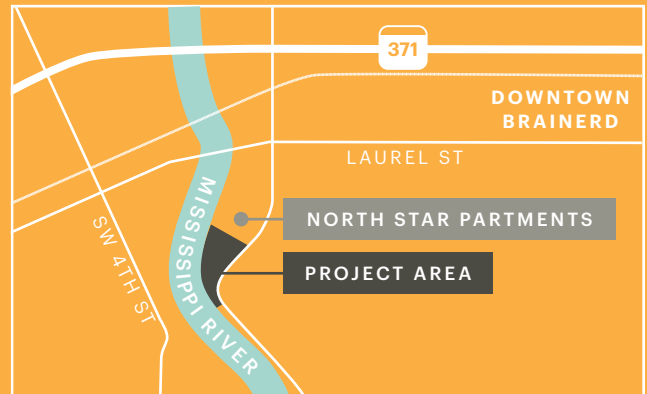
5
STATES

Alternative Project Delivery | Biogas | Bridges & Structures | City Engineering | Community Planning | Constructability Review | Construction Materials Testing & Special Inspection | Contractor Modeling | Drinking Water | Economic Development | Environmental Compliance | Geohazard Risk Management | Geospatial | Geotechnical Engineering | GIS Services | Grants & Funding | Health & Safety Compliance | Intelligent Transportation Systems | Investigation & Remediation | Land Development | Landscape Architecture | Managed Services | Natural Resources | Pavement Management | Pipeline | Project Management & Construction Administration | Public Engagement | Public Works Management | Right of Way | Roadway Design | Smart Cities | Solar | Survey | Technology Solutions | Traffic Engineering | Transit Planning | Transportation Planning | Urban Design | Vibration Monitoring | Visualizations | Water Resources | Water Reuse | Wind

Project Understanding



We understand the City of Brainerd Parks and Recreation Department is seeking a professional design firm to provide design and construction engineering services including project design and development, preparation of plans and specifications, and construction/observation/testing for the development of the Mississippi Landing Trailhead (MLT) Park, located south of the North Star Apartments on East River Road. The total project budget is \$2.85 million and is being funded through LCCMR with will require experience in managing the requirements associated with this type of funding.



The list of project improvements are clearly identified in the RFP in the scope of project on pages 2 and 3, and as illustrated in the original concept plan. The consultant will work with the city throughout design through a process of refinement and cost estimation to reconcile the new facilities with the established budget based on priorities ranked by city staff. The construction costs over the past year have escalated at a much higher rate than previous years due to product limitations and workforce shortages. These escalations will be evaluated and applied to cost estimating to reduce the likelihood of disappointing surprises during bidding. Alternate methods of purchase/installation through quotes packages, for unique aspects of construction, and utilizing programs like SourceWell, to purchase commodity-based elements or systems that have been pre-bid at the state level, can be leveraged to stretch the client's budget as far as possible. These alternative techniques will be explored to find the right balance that provides the most successful results for the City of Brainerd.

The schedule is to design the project between September of 2021 and March 2022 and open construction bids in April of 2022 to allow construction to proceed in May of 2022.

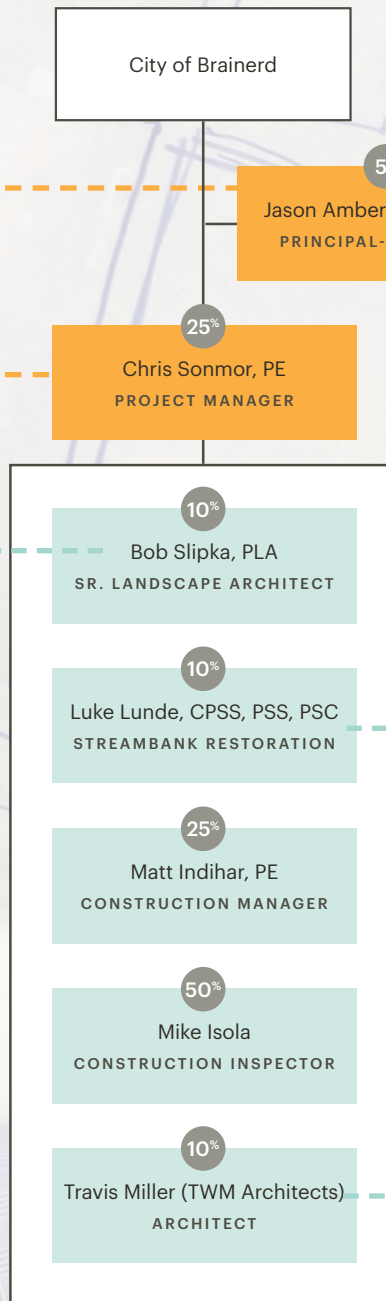
Project Team



We have assembled a team similar to the one who worked on Brainerd's Memorial Park project. Though this park has different features, our Landscape Architecture group has the skills and background to deliver another high-quality project.

Jason Amberg, principal-in-charge, and Chris Sonmor, project manager, will lead the team from conceptual design through final construction, their combined leadership and strong communication skills will make certain that the project is delivered on time and within budget.

The park design team will be led by Bob Slipka, Sr. Landscape Architect. His expertise and attention to detail will make certain that our design team has incorporated all design details derived from the project management team (PMT) meetings. His experience and leadership with the design teams will lead to high quality plans which reduces the risk of change orders and cost overruns during construction.



We understand a big part of this project is working with Legislative-Citizen Commission on Minnesota Resources (LCCMR) staff through the funding process. Luke Lunde is a professional soil scientist who specializes in funding applications and administration like this one. Luke has written applications and administered the contracts of many LCCMR funded projects throughout Minnesota and will be a key member of the team assisting the city with annual reporting and the disbursement of the LCCMR funds.

To further supplement our team, we have included Travis Miller from TWM Architecture (TWM). Travis has completed previous projects for the City of Brainerd including Gregory Park and Memorial Park warming house and pavilions.



Jason Amberg, PLA, ASLA

PRINCIPAL



Jason is a landscape architect and expert in the field of public space planning and design. Through his experience working with municipal staffs, park boards, and a variety of public groups and governing agencies, he has developed an ability to arrive at creative design solutions that meet project goals while respecting the diverse input of stakeholders. Jason is particularly astute at managing projects from the initial design phase through construction and observation. His projects range from small-scale neighborhood park improvements to comprehensive park and trail system plans and urban design/streetscaping projects. Additionally, Jason has presented park and trail planning topics at conferences and universities and serving as an advisory board member at NDSU.

SERVICE GROUP:

Landscape Architecture

REGISTRATION:

Landscape Architect

MN #40003

WI #558-14

TX #3206

EDUCATION:

Bachelor of Landscape
Architecture, North Dakota
State University, 1995

Bachelor of Science,
Environmental Design, North
Dakota State University, 1995

MEMBERSHIPS +

RECOGNITIONS:

MN Recreation and Parks
Association, Member &
Routine Speaker

American Society of
Landscape Architects

MN Chapter American
Planning Association Guest
Speaker: Community
Transformation Through Park
and Trail Planning (2015)

Greater MN Parks & Trails

NDSU Architecture/
Landscape Architecture
Advisory Board 2000-2010

TxDOT Employee Sequence:
#31088

Robinson Park | Sandstone, MN

CLIENT: CITY SANDSTONE

PROJECT DURATION: 2014 - 2016

Jason served as the Principal for this project and worked with our internal team of designers to guide the overall vision for the Robinson Park Master Plan and cost estimates. This regionally significant park is on the National Register of Historic Places due to the quarry operations that took place at this site and left behind sheer rock walls that attract bouldering and climbing enthusiasts located along the Wild & Scenic Kettle River. The scenic, natural and historic elements of the park allowed for a unique master plan to evolve that protects and enhances the recreational, natural and historic site features. Following the master plan work, our team assisted the client with achieving the status of regional significance through GMPTC and subsequent grant applications, which successfully resulted receiving more than \$900k in 2020 for phase one improvements at this site

Riley Lake Park | Eden Prairie, MN

CLIENT: CITY OF EDEN PRAIRIE

PROJECT DURATION: DEC 2016 - JUN 2018

Jason served as the project manager and lead designer for this community park redevelopment project. The design expands recreation opportunities and accessibility to meet current needs and solves previous vehicular and pedestrian circulation conflicts and parking issues. Newly redeveloped amenities include a beachfront, plaza spaces, overlooks, roadways, parking lots, a double boat launch with an aquatic invasive species cleaning station, picnic areas, regional trail realignment, internal trail expansion, native restoration, interpretive nodes, and sustainably designed landscapes. The City invested \$1.6 million into construction of the project.

Split Rock Lighthouse State Park RV Campground | Lake County, MN

CLIENT: MNDNR

PROJECT DURATION: JAN 2009 - AUG 2020

Jason served as the project manager and lead designer through the initial planning and design stage of this new state-of-the-art campground facility to complement the iconic lighthouse destination. The site presented significant topographic and geologic challenges which were thoughtfully considered through the planning and design process to create a unique destination that is being cohesively integrated into its natural course.



Chris Sonmor, PE

PROJECT MANAGER



Chris is a project manager in WSB's Baxter office with experience in civil design, construction and project management for both land development and municipal projects. He has over 20 years of experience and currently serves as the city engineer for the City of Cass Lake. In addition to his city engineering responsibilities, he also works with the cities of Brainerd, Baxter, and East Gull Lake. Prior to joining WSB, Chris was the lead civil engineer for a client who was a large site retailer in the Upper Midwest. He was heavily involved in the planning, design and construction of numerous large commercial sites across Minnesota, Wisconsin, Iowa, and North Dakota.

SERVICE GROUP:

Municipal

REGISTRATION:

Professional Engineer

MN #44599

ND #6415

SD #10232

IA #19562

WI #41403

TX #126081

EDUCATION:

Bachelor of Arts, Civil
Engineering, North Dakota
State University, 2001

Memorial Park | Brainerd MN

CLIENT: BRAINERD PARKS AND RECREATION

PROJECT DURATION: JUL 2020 - SEP 2021

Chris served as project manager and worked with Brainerd Parks and Recreation on the redevelopment at Memorial Park. The existing Little League field was replaced with a new warming house with attached pavilion, two hockey rinks, pleasure rink and splash pad. The project also included sidewalks & trails that will ultimately connect to a larger trail network looping around the entire park. WSB was involved from the conceptual design through construction.

7th Street Improvements Project | Cass Lake, MN

CLIENT: CITY OF CASS LAKE

PROJECT DURATION: NOV 2018 - JUL 2019

The City of Cass Lake received LRIP funding through MnDOT. The project consisted of the reconstruction of approximately three blocks of a rural City street converted to an urban section with new sidewalks, ped ramps and pedestrian connections to local commercial properties. In addition to the street improvements, one block of transite (asbestos cement) watermain was replaced with new PVC pipe. The project schedule was expedited in the City CIP as a result of the construction of a new Casino and convention center.

2020 Street Improvements Project | Baxter, MN

CLIENT: CITY OF BAXTER

PROJECT DURATION: APR 2019 - CURRENT

Chris is currently the project manager for approximately 3,500 feet of urban reconstruction and trail improvements. The State Aid project includes the storm sewer replacement, watermain and sanitary sewer improvements and approximately one mile of paved trails. With the street reconstruction taking place in a commercial district, extensive public involvement was involved for phasing and property acquisition.



Bob Slipka, PLA

LANDSCAPE ARCHITECT



As a Senior Landscape Architect, Bob has over 20 years of project experience in the upper Midwest. Over his career, he has been involved in a range of project types including park and trail planning, recreational facilities, riverfront improvements, streetscapes, corridor enhancements and site development projects. Bob's daily responsibilities include project management, master planning, inventory and analysis, site design and detailing, preparation of construction documents and associated specifications, cost estimating, bidding, and construction administration. He has been directly involved on a variety of projects beginning at development of a master plan through preparation of actual park and trail design and construction plans. Through his experience working with municipal staffs, park boards, and public groups, he has a proven track record of creating successful planning and design solutions.

SERVICE GROUP:

Landscape Architecture

REGISTRATION:

Landscape Architect

MN #44337

IA #00524

Council of Landscape
Architectural Registration
Boards (CLARB)
Certification #6378

EDUCATION:

Bachelor of Landscape
Architecture, North Dakota
State University, 1998

Bachelor of Science in
Environmental Design,
North Dakota State
University, 1998

Lions Coon Creek Park | Coon Rapids, MN

CLIENT: CITY OF COON RAPIDS

PROJECT DURATION: JUL 2018 - JUN 2020

As a Landscape Architect and Project Manager, Bob led the design team for the design and reconstruction of Lions Coon Creek Park. Sitting along Lions Coon Creek, the community park is home to a range of amenities including athletic fields, hiking trails, picnic areas, and signature playground. The existing playground was a destination point for many residents, but the old, dated playground was due for renovation. As part of the playground improvement project, ensuring accessibility throughout the park was essential. The nearly \$2 million newly constructed park included an all rubber surfaced 12,000 s.f. play area with a wide range of play equipment for users of all ages, several picnic areas, renovated restroom building, canoe launch, renovated pedestrian bridge, stormwater improvements, basketball court, volleyball court, new parking area, and landscaping.

Becker Park Improvements | Crystal, MN

CLIENT: CITY OF CRYSTAL

PROJECT DURATION: 2017 - 2020

Following a city-wide park and trail system master plan, the City of Crystal identified Becker Park as the city's destination park. The park was previously home to several softball fields, hard courts, and small multi-purpose building. A master plan was developed for the proposed park as well as cost estimate for budgeting purposes. The new park includes a large destination play area of nearly 15,000 s.f. a bandshell structure, performance lawn, interactive fountain, winter skating and event space, restroom building, walking trails, and picnic areas. The project also included a 3-acre underground infiltration system for the greater neighborhood drainage area to help reduce downstream flooding. Programming for a larger 5,000-6,000 community building was included for future implementation. Input from both city staff and the community was key to ensure the newly programmed park fulfilled the needs and wants of local residents. Most of the construction was completed in 2019 with some minor items completed in spring, 2020.



Luke Lunde, CPSS, PSS, PSC



STREAMBANK RESTORATION

Luke is a Minnesota Professional Soil Scientist in WSB's Environmental Natural Resources Group, and has 20 years of natural resource and environmental review experience. Luke's experience includes soil survey mapping, geologic hazard assessments, karst feature mapping and mitigation plans, wetland delineation, wetland banking, wetland mitigation, habitat restoration, invasive species management, grant writing, erosion control compliance site management, habitat restoration, invasive species management, natural resource planning, environmental permitting and compliance, for numerous projects throughout the Midwest. He is very knowledgeable in stream survey assessment, stream habitat restoration design, floodplain restoration, vegetation management, habitat conservation, habitat restoration, forest management, precision conservation and water resource planning.

SERVICE GROUP:

Environmental Planning
and Natural Resources

REGISTRATION:

Professional Soil Scientist
Minnesota #49779

Professional Soil Classifier
North Dakota #67

Certified Professional Soil
Scientist #35606

EDUCATION:

Bachelor in Soil Science,
North Dakota State
University, 1999,

Associates Degree in
Forestry, North Dakota
State University, 1997

MEMBERSHIPS +

RECOGNITIONS:

ISTS Designer Minnesota
#C8641

MPCA Storm Water
Pollution Prevention Plan
Designer

MPCA Erosion Control Site
Management

TRAINING:

DNR River Science -
Applied Geomorphology
and Ecology; River
Restoration Design and
Application; Restoration
in Fragmented River
Ecosystems

Elm Creek Stream Restoration, Phase I-V | Champlin, MN (LCCMR Funded)

CLIENT: CITY OF CHAMPLIN

PROJECT DURATION: 2016 - 2023 (ANTICIPATED)

Luke assisted the City of Champlin to restore 3.5 miles of Elm Creek's natural meanders, instream habitat features, floodplain restoration and stabilize the streambank as well as obtaining grant funding for a portion of the project. Work included the reduction of the channel width, toewood structures, fish sticks and revegetating the bank slope to the creeks profile prior to its significant erosion. The design utilized large boulders to restore the area to its historic condition, which were placed approximately 25% into the channel along with sediment from the channel to backfill. The project required intense coordination with the contractor to assure the bank stabilization and habitat enhancements incorporated into the design were achieved.

Wedge Creek Stream Habitat Restoration | Albert Lea, MN

CLIENT: SHELL ROCK RIVER WATERSHED DISTRICT (SRRWD)

PROJECT DURATION: DEC 2014 - DEC 2019

Luke has worked as the project manager he was responsible for natural resources inventories, assessments, stream survey, design and engineering, permitting, formal bid process and construction supervision. The project included a phased project approach for 2.5 miles of stream habitat, slope stability, upland drainageway stabilization, floodplain and wetland restoration for Shell Rock River Watershed District and private landowners.

West Indian Creek Habitat Restoration Project | Plainview, MN

CLIENT: MINNESOTA TROUT UNLIMITED

PROJECT DURATION: JAN 2018 - SEP 2021

Luke has worked with MNTU and the MNDNR to develop and implement a stream restoration design for 2.25 miles of West Indian Creek located north of the City of Plainview, Minnesota for MNTU and the MNDNR. WSB's responsibilities include stream survey analysis, design plans, hydraulic analysis, compliance inspections, construction supervision, and construction specs. The project approach and restoration techniques incorporated resolving degraded geomorphic channel conditions identified in stream survey analysis and riparian corridor features that increase trout abundance, natural reproduction, in-stream bio- mass and diversity for all species, and reconnect flood plains. In addition to upland drainageway stabilization.



Matt Indihar, PE

CONSTRUCTION ADMINISTRATION



Matt is a Project Manager in WSB's Construction and Design-Build Service Group with eight years of industry experience in construction and project development. Prior to WSB, Matt worked at MnDOT's District 3 where he served as a Graduated Engineer, Senior Engineer, and Resident Construction Engineer. During this time Matt gained significant experience in project management, construction oversight, and contract administration while working on construction projects. Matt was responsible for the development, management, and oversight of MnDOT construction field staff, he was involved in public engagement and outreach, as well as the development of project scopes, schedules, budgets, and documentation. Matt is proficient with P6 Scheduling, process improvement and optimization, project planning and management, and softwares used for project documentation such as AASHTOWare. He has an in-depth understanding of how to perform public outreach and project communication.

SERVICE GROUP:

Construction Services

REGISTRATION:

Professional Engineer

MN #54276

EDUCATION:

Bachelor of Science, Civil Engineering, North Dakota State University, 2012

CERTIFICATIONS:

Construction Site Management

Landscape Specialist

ADA Construction Inspection

MEMBERSHIPS +

RECOGNITIONS:

2019 Work Zone Safety Award

Memorial Park | Brainerd MN

CLIENT: BRAINERD PARKS AND RECREATION

PROJECT DURATION: JUL 2020 - SEP 2021

The redevelopment project in Memorial Park for the City of Brainerd consisted of removing existing park facilities to install a new pavilion connected to one large hockey rink, one small hockey rink, and a splash pad. As a part of this project, Matt coordinated and performed all testing, inspection and documentation required for this project. This included concrete, aggregate, and nuclear density testing. Matt worked with the contractor and city staff to ensure that the project was delivered in accordance with the contract and plan while being complete on time and within the budget.

Camp Ripley Area 5 Billets | Little Falls, MN

CLIENT: MN DEPARTMENT OF MILITARY AFFAIRS

PROJECT DURATION: 2021 - 2022

The Area 5 Billets project in Camp Ripley consisted of constructing four, one-story buildings, with reinforced masonry walls, wood truss roofs, steel beams, cast-in-place concrete strip footings, and interior and exterior unreinforced concrete slabs on grade. There was additional work to connect to the existing water, sanitary sewer, and natural gas lines that required the removal and replacement of road sections. Matt was responsible for coordinating the team to administer all construction testing and inspection services which included on-site testing and issuing the accompanying reports necessary to communicate findings to the MNDOMA project team. Matt was also heavily involved in leading the onsite special inspections and tests in person.

Heartland State Trail – Acorn Lake to Tunnel | Detroit Lakes, MN

CLIENT: MN DEPARTMENT OF MILITARY AFFAIRS

PROJECT DURATION: 2021 - 2022

Responsibilities on this contract for Matt included managing construction, on behalf of the DNR, of 4.5 miles of multi-use paved trail. This section of the Heartland State Trail required the construction of new profile and alignment mostly within MnDOT Right-of-Way along TH 10. Establishing clear communication between the Contractor, MnDOT, and the DNR was key to a successful project. This was established through clear discussions at weekly meetings and timely follow-up to make sure the project followed the intended design and that the contractor performed work as specified. Other responsibilities included, progress reports, adjustments made to field staff, verification of project's conformity to plans, policies and procedures.



Michael Isola

CONSTRUCTION INSPECTOR



Michael's current responsibilities include construction materials testing, construction special inspections, record documentation, quality control and contract administration. Michael's construction experience working for local contractors ranges from being an equipment operator, construction laborer and assistant foreman. Michael's 25 years of experience and understanding of the construction process makes him an asset to the completion of any construction project management of quality control and quality assurance observations and testing during construction. Michael's attention to detail has aided in resolving failing tests disputes promptly and litigating schedule delays.

SERVICE GROUP:

Construction

EDUCATION:

Associates, Bethany
Lutheran College

Southwestern Technical
College-Canby

CERTIFICATIONS:

MnDOT - Aggregate
Production

MnDOT - Bituminous Plant 1

MnDOT - Concrete Field

MnDOT - Grading & Base I

MnDOT - Concrete Strength

MnDOT - Concrete Plant 1

STI-FIT Level 1

Troxler - Nuclear Gauge
Safety

Troxler - Hazmat
Certification

TH 12 Willmar Wye Rail Connector & Industrial Access | Willmar, MN

CLIENT: MNDOT D8

PROJECT DURATION: 2019 - 2022

The project included the realignment of nearly three miles of US 12 and the reconstruction of Hwy 40, including two new bridges. It also included new roundabouts at TH 12/1st Ave and TH 12/CSAH 55. The purpose of the Willmar Wye Project is was to provide a direct connection between the Marshall and Morris Subdivisions of the BNSF Railway freight rail network, and provide freight rail access to the City of Willmar's industrial park. Mike is responsible for roadway inspections, and is the primary lab/CMT tester to finish out the project.

Camp Ripley Area 5 Billets | Little Falls, MN

CLIENT: MN DEPARTMENT OF MILITARY AFFAIRS

PROJECT DURATION: 2021 - 2022

The Area 5 Billets project in Camp Ripley consisted of constructing four, one-story buildings with reinforced masonry walls, wood truss roofs, steel beams, cast-in-place concrete strip footings, and interior and exterior unreinforced concrete slabs on grade. There was additional work to connect to the existing water, sanitary sewer, and natural gas lines that required the removal and replacement of road sections. With this project Mike was a part of a team of WSB staff that administered all construction testing and inspection services required by the contract. This included on-site testing and issuing the accompanying reports necessary to communicate findings to the Department of Military Affairs project team. Mike was the individual onsite each day conducting the special inspections and tests in person.

Camp Ripley - Area 9 Battalion Headquarters | Little Falls, MN

CLIENT: MN DEPARTMENT OF MILITARY AFFAIRS

PROJECT DURATION: 2021

This project included constructing a new one-story building, with reinforced masonry walls, wood truss roofs, steel beams, cast-in-place concrete strip footings, and interior and exterior reinforced concrete slabs on grade. New water, sanitary sewer, and natural gas lines were connected into existing infrastructure. Mike conducted the construction testing and inspection services required for this project, including all on-site testing and reports necessary to complete this project. In order to ensure the project was build according to plan and applicable codes Mike oversaw all special inspections, observed that quality construction practices were being implemented, and quickly communicated any concerns with construction practices to the contractor and building owner.



Travis Miller, AIA

ARCHITECT



Travis Miller is a licensed architect and owner of TWM Architecture which was founded in 2011. He has 19 years of experience in architectural design in Minnesota. He has completed numerous small commercial, municipal, medical, multifamily and high end custom residential design as the lead project architect. He has worked locally with the City of Brainerd, Baxter, Breezy Point, and Cass Lake. Daily responsibilities include concept design, material selection, estimating, design development, consultant coordination, construction document preparation, code review, bidding, and construction administration.

REGISTRATION:

License # - 45743

EDUCATION:

Bachelor of Architecture,
Bachelor of Science –
Environmental Design
(Urban planning), Minor in
Construction Management,
North Dakota State
University, 2002

MEMBERSHIPS:

American Institute of
Architects (AIA)

Minnesota Institute of
Architects (MNAIA)

National Council of
Architectural Registration
Boards (NCARB)

Memorial Park Warming House | Brainerd, MN

CLIENT: CITY OF BRAINERD

PROJECT DURATION: JUN 2020 – CURRENT

TWM Architecture worked jointly with WSB and other consults for the design of a year around restroom and warming house located adjacent to new hockey rinks and splash pad improvements in Memorial Park. The design included full architectural, HVAC, plumbing, electrical, and structural design services. The building included restrooms with interior and exterior access, a gathering / warming area, storage, small serving area, and an attached outdoor covered pavilion.

Gregory Park Warming House | Brainerd, MN

CLIENT: CITY OF BRAINERD

PROJECT DURATION: JAN 2019 – NOV 2019

TWM Architecture worked jointly with Baratto Brothers Construction in a Design-Build manner to design a year-round restroom and warming house located in the center of Gregory Park. The building included restrooms with interior and exterior access, a gathering / warming area, storage, small serving area, and an attached outdoor covered pavilion.

Wadena County Humane Society | Wadena, MN

CLIENT: WADENA COUNTY HUMANE SOCIETY

PROJECT DURATION: OCT 2020 – CURRENT

TWM Architecture worked with Wadena County Human Society Board of Director to design a remodel and addition to a building they had recently purchased. The project is phase one of a multi-phase project. The scope of the project was to create office, retail, feline adoption / surrender areas, community education room, and reception space in an existing building. Full Architectural, HVAC, plumbing, and electrical services were included. This project is currently in the bidding phase.

First National Bank Addition | Baxter, MN

CLIENT: FIRST NATIONAL BANK

PROJECT DURATION: FEB 2021 – CURRENT

TWM Architecture worked jointly with Baratto Brothers Construction in a Design-Build manner to design a building addition to the First National Bank Building in Baxter, MN. This project consisted of adding offices, conference room, waiting, mechanical area, and restrooms. The addition was designed to complement the existing building and renovate some of the exterior finishes on the current building. This project is currently in for permitting.



Similar Experience

The city will have an experienced team of landscape architects who have completed numerous projects similar to the Mississippi Landing Trail Head Park. What makes this project unique is its proximity to the Mississippi River and its funding source of LCCMR grant dollars. WSB has administered numerous LCCMR funded projects from the initial grant writing through final construction and understand the city has been awarded up to \$2.85M.



Since this project is funded primarily through the previously secured grant funds, it is critical that the correct process is followed in administration and disbursement of those funding dollars. Luke Lunde, WSB's most experience LCCMR grant writer is part of the project team to help solely with the administration of the LCCMR funds.

SIMILAR EXPERIENCE: PROJECT MATRIX

PROJECT	OWNER	COMMUNITY & STAKEHOLDER ENGAGEMENT	INVENTORY / ASSESSMENT	PLANNING	COST ESTIMATES	POST PLANNING DESIGN AND IMPLEMENTATION	GRANT FUNDING ASSISTANCE
Parks, Open Space, & Trail System Plan	Bemidji, MN	●	●	●	●	●	●
Multiple Community Park Master Plans	Bemidji, MN	●	●	●	●	●	●
Alternative Transportation Planning (Bike/Ped)	Bloomington, MN	●	●	●	●		
Multiple Park Master Plans	Brooklyn Park, MN	●	●	●	●	●	●
Regional Parks, Trails, & Open Space System Plan	Carver County, MN	●	●	●	●	●	
Park, Open Space, & Trail System Plan	Coon Rapids, MN	●	●	●	●	●	●
Athletic Field Demand & Supply Study	Coon Rapids, MN	●	●	●	●	●	
Parks System & Recreational Facilities Master Plan	Council Bluffs, IA	●	●	●	●	●	
Parks, Open Space, & Trail System Plan	Crystal, MN	●	●	●	●	●	
Parks & Trails System Plan	Falcon Heights, MN	●	●	●	●		
Park System Implementation Planning	Fridley, MN	●	●	●	●		
Parks, Open Space & Trail System Plan	Hastings, MN	●	●	●	●		
County Park & Recreation Plan	Hubbard County, MN	●	●	●	●		
Northwest Area Park System Planning	Inver Grove Heights, MN	●	●	●	●		
Parks, Open Space & Trail System Plan	Lino Lakes, MN	●	●	●	●	●	
Park, Open Space, & Trail System Plan	Maplewood, MN	●	●	●	●	●	
Trail Planning, Design & Development Guidelines	Minnesota DNR			●			
Park, Open Space, and Trail System Plan	Minnetonka, MN	●	●	●	●	●	●
Comprehensive Parks & Recreation Plan	New Brighton, MN	●	●	●	●	●	●
Parks, Open Space & Trail System Plan	Northfield, MN	●	●	●	●		
Park & Trail System Study	Oak Grove, MN	●	●	●	●		
Suburban Park System Master Plan	Omaha, NE	●	●	●	●	●	
Park and Trail System Study	Owatonna, MN	●	●	●	●		
Parks, Open Space & Trail System Plan	Rogers, MN	●	●	●	●	●	
Miscellaneous park master plans	South St. Paul, MN	●	●	●	●	●	
Park and Trail System Study	Spring Lake Park, MN	●	●	●	●		
County Park System Plan	Williams County, ND	●	●	●	●		
Comprehensive Parks & Recreation Plan	Waukegan, IA	●	●	●	●	●	

River Park Improvements

CLIENT: CITY OF BROOKLYN PARK

LOCATION: BROOKLYN PARK, MN

DURATION: APR 2018 - MAY 2019

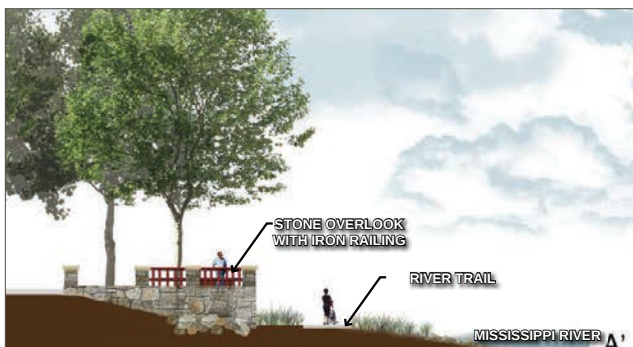
WSB facilitated the design, bidding, construction and administration of this park project on the Mississippi River. The project included stormwater treatment area, shoreline restoration and stabilization, kayak launch, improved trail connectivity, scenic overlook, native habitat restoration areas, and designated fishing nodes. Additional parking, picnic shelters, restrooms, and nature play areas will provide more opportunities to connect users with nature and the city's broader system of parks and trails.

WSB assisted the city with obtaining over a \$1 million dollars in grant funding, including Clean Water Fund legacy grants. Agency coordination with the DNR, Army Corps, WCA, and Shingle Creek Watershed District was completed for the work along the Mississippi River.

KEY WSB STAFF: JASON AMBERG, JEFF FEULNER, STEVE FOSS

ANTICIPATED PROJECT IMPLEMENTATION/CONSTRUCTION COSTS: \$2.6M

REFERENCE: BRAD TULBERG | RECREATION & PARKS
MANAGER | 8600 85TH AVE N, BROOKLYN PARK, MN 55443 |
763.493.8344 | BRAD.TULLBERG@BROOKLYNPARK.ORG



THIS PROJECT RECEIVED NEARLY
\$1 MILLION IN GRANTS

Kaposia Landing Athletic Complex

CLIENT: CITY OF SOUTH ST. PAUL

LOCATION: SOUTH ST. PAUL, MN

DURATION: 2015 - 2020

The Kaposia Landing property is a former construction/demolition landfill along the banks of the Mississippi River. Our staff provided South St. Paul with master planning services in 2000 to develop a variety of recreation development options for converting this landfill into a useful public amenity with direct access to the Mississippi River. In 2001, the Kaposia Landing site was entered into the MPCA Voluntary Investigation and Cleanup (VIC) Program and a plan for site closure was approved by the MPCA. In 2007, the landfill was covered with an appropriate cap material and the site was graded for future development and stabilized to prevent soil erosion into the Mississippi River. WSB developed a Response Action Plan/Construction Contingency Plan and Emission Control Plan that was submitted for MPCA approval. WSB and city staff worked hand-in-hand to ensure design, maintenance, and budget were all key factors in the final development. Our team prepared the final design documents which included accurate cost estimates for constructing the facility on this challenging landfill site based on the shallow construction debris present throughout the site. The first phase of construction included environmental remediation and development of five ball fields, lighting, irrigation, concession building and related support facilities. Construction of these improvements was completed in 2016 within a budget of \$5.5 million.

WSB was retained for development of Phase 2 of this project which included additional parking areas, site lighting, playground, trails, and picnic areas built in 2020.

WSB team members have been directly involved with the complete evolution planning, investigation, design, bidding, and construction oversight of this exciting project for nearly 20 years.



WSB SERVICES:

- Master planning and public involvement
- Referendum planning assistance
- Environmental and geotechnical
- Final design, bidding, and observation

KEY WSB STAFF: BOB SLIPKA, JASON AMBERG

REFERENCE: CHRISTOPHER ESSER | FORMER DIRECTOR OF PARKS & REC | CITY OF SOUTH ST. PAUL | 100- 7TH AVENUE NORTH | SOUTH ST. PAUL, MN 55075 | 651.775.0570

Ohuta Beach Redevelopment

CLIENT: CITY OF LAKE CITY

LOCATION: LAKE CITY, MN

DURATION: JUN 2019 - CURRENT (EST. COMPLETION NOV 2021)



WSB led the master planning and community engagement for this key location that connects Lake Pepin with the historic downtown of Lake City. Previous proposals to improve this public space had been controversial for years with several failed attempts to gain public consensus. WSB developed a thoughtful and engaging process that established a vision and community support to move forward with final design.

This project is currently under construction and will provide great benefit to current and future generations in this community and region. Site improvements will include flexible plaza spaces for concerts, farmers markets, art fairs, staging for marathons. Pedestrian and vehicular circulation improvements will provide a much safer and aesthetic environment for the public's

use of this area. A play area with interactive fountains will be integrated along with major infrastructure improvements for stormwater management and other utilities. WSB is currently overseeing construction by the general contractor.

KEY WSB STAFF: BOB SLIPKA, JASON AMBERG, STEVE FOSS, SHAUNNA NEWTON, BILL ALMS

ESTIMATED CONSTRUCTION COST: \$3.1 M

REFERENCE: MEGAN SMITH | PLANNING AND COMMUNITY DEVELOPMENT DIRECTOR | 205 W CENTER STREET | LAKE CITY, MN 55041 | 651.345.5383 | MSMITH@CI.LAKE-CITY.MN.US

Mississippi River Regional Park Master Plan

CLIENT: THREE RIVERS PARK DISTRICT

LOCATION: BROOKLYN PARK, MN

DURATION: 2015 - 2018

WSB prepared a master plan for this regional park and the adjoining Brooklyn Park Environmental Nature Area. The park lies on the bank of the Mississippi River, which contains the Coon Rapids Dam towards the northern portion of the site. The park offers a unique river interaction opportunities and vital connection within the regional trail network throughout Hennepin and Anoka Counties.

The master plan tied together elements of the two parks and complimented amenities of the park located on the other side of the dam. The plan also protects the park's natural character through careful placement of the built features.

WSB's services included community engagement, planning, and cost estimating. The final plan included recreational amenities in the parks, such as a multi-use visitor's center with classrooms, a network of paved and natural trails, canoe and kayak launch, nature observation points, fishing opportunities, off-leash dog area, archery range, and picnic areas. One of the more unique features in the plan is a tree canopy walk, which begins at the visitor's center and contains wildlife viewing platforms and nature play opportunities.



KEY WSB STAFF: JASON AMBERG, JEFF FEULNER

DESIGN BUDGET FOR MASTER PLAN: \$45,000

ANTICIPATED PROJECT IMPLEMENTATION /

CONSTRUCTION COSTS: \$25.5 M

REFERENCE: KELLY GRISSMAN | DIRECTOR OF PLANNING
 | THREE RIVERS PARK DISTRICT | 3000 XENIUM LANE
 NORTH | PLYMOUTH, MN 55441 | 763.694.7635



Hilde Performance Center

CLIENT: CITY OF PLYMOUTH, MN

LOCATION: PLYMOUTH, MN

COMPLETION: DESIGN IN 2008, CONSTRUCTION WAS MULTI-PHASED FROM 2009 - 2017

The Hilde Performance Center is home to the renowned Music in Plymouth Celebration that occurs every July in the city of Plymouth. The performance stage is positioned between City Hall, Millennium Gardens, Lifetime Fitness, and Plymouth's main retail center. Despite its great location, there were no identifying features or entrance points that indicated to visitors or passersby where to enter the site or what the site offers. This multi-phased project focused on not only solving this issue, but also enhancing the overall concert and park experience. Improvements included a main entrance plaza along Plymouth Boulevard and key secondary entrance points, space for vendors, restrooms, enhanced spectator seating, pond overlook, Veteran's memorial, a small play area, and improved circulation. All of the sculptures, ornamental fencing, light standards, play equipment, paving patterns, etc. are all music and performance-themed.

WSB SERVICES INCLUDED:

- Schematic design
- Master planning
- Construction documents
- Construction observation

KEY WSB STAFF: JASON AMBERG, BOB SLIPKA, JEFF FEULNER

REFERENCE: DIANE EVANS, DIRECTOR OF PARKS & RECREATION | CITY OF PLYMOUTH | 3400 PLYMOUTH BLVD. | PLYMOUTH, MN 55447-1482 | 763.509.5220



Elm Creek Restoration, Phases I-V

CLIENT: CITY OF CHAMPLIN

LOCATION: CHAMPLIN, MN

DURATION: PHASE I & II CONSTRUCTION - 2016 -2018, PHASE III CONSTRUCTION - 2019
PHASE IV CONSTRUCTION - 2021, PHASE V CONSTRUCTION - 2023 (ANTICIPATED)



WSB restored and enhanced the 42-acre Mill Pond and 11,000 linear feet of Elm Creek, located upstream of the Elm Creek Dam. Through all phases, WSB supported the City of Champlin in obtaining grant funding, planning, design, permitting, and construction oversight.

Phase I was initiated with replacement of the existing Elm Creek Dam to lower the flood levels upstream. WSB designed the dam and completed hydrologic and hydraulic analysis of Elm Creek to determine the updated FEMA floodplain elevations. This included a CLOMR and LOMR, design of a FEMA certified levee and removal of over 500 properties from the floodplain.

Phase II focused on restoration of Mill Pond to remove extensive sediment deposition upstream of the dam. WSB provided both an upland and aquatic restoration plan for Mill Pond. WSB developed a planting plan involving aquatic vegetation communities and seeding portions with wild rice. Deep and shallow aquatic habitat were designed to maintain and enhance game fish populations; riparian and upland habitats were designed to attract and support migratory and resident wildlife populations. The project is expected to improve dissolved oxygen and water clarity while reducing total phosphorus and total suspended solids.

Phase III included oxbow restoration and bank stabilization. Our team was tasked with reducing the channel width and revegetating the eroding banks. To achieve these goals, WSB installed toe wood, rock riffles, and in-stream boulders to address erosion, reduce phosphorus and sediment loading, and improve in-stream aquatic habitat.

For Phase IV, WSB plans to restore three historic oxbows, install over 1,000 feet of toe wood, and install two rock riffles. Phase V is currently in design and construction is anticipated to start in fall 2023.

KEY STAFF: LUKE LUNDE, MIKE RASK, AMY ANDERSON,
EARTH EVANS

REFERENCE: HEATHER NELSON | ASSISTANT CITY ENGINEER
| 763.923.7120 | HNELSON@CI.CHAMPLIN.MN.US

TODD TOUMINEN | RETIRED ASSISTANT CITY ENGINEER |
763.258.9686



THIS PROJECT WAS FUNDED
THROUGH **LCCMR**

Proposed Work Plan and Approach



Work Plan and Approach

Project Kickoff Meeting with Project Management Team (PMT)

The general purpose of the kickoff meeting is to familiarize the WSB team with the PMT and establish a detailed schedule of meetings and project milestones. Establishing those early on will make certain that the project stays on schedule and within budget. WSB proposes to meet with the PMT either in person or virtually once per month at a minimum, but ideally twice per month to keep the project on schedule. Chris will attend each of these meetings with the PMT.



LCCMR Funding

Luke Lunde, WSB's funding expert, will assist the city in administering, annual reporting and disbursement of the LCCMR funds allocated for this project. Luke has extensive experience writing LCCMR grant applications and aiding clients with administering these funding programs.

Luke and the project management team will work together with the City of Brainerd's project manager to submit annual or semiannual progress reports, necessary amendment process modifications to the approved work plan and budget expenditures to the LCCMR throughout the duration of the project. A final report will be required to be submitted to the LCCMR at closing of the project. This will include all budget expenditures from the LCCMR funding and required matching funds from the city.

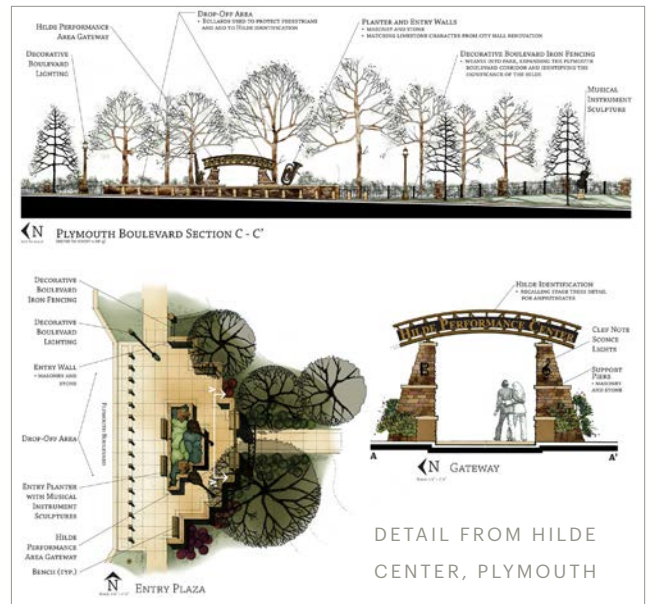
Site Analysis

After a notice to proceed, WSB will mobilize our field staff to the site to complete the topographic survey and geotechnical exploration. Any available record drawings will also be used to prepare survey base files. Topographic data of all existing site features will be collected and include surface data, utilities, trees, and any other features on site. Utilities in the project area will be located and marked through the Gopher State One Call process. All other city-owned utilities will need to be located by the City of Brainerd and provided to our team.

Approximately seven standard penetration borings will be completed at various locations across the site and at all building/structure locations using WSB's drill rig. WSB will coordinate with Gopher State One Call (GSOC) to clear all utilities in the project area. Each boring will be located in the field prior to drilling and located during the topographic survey to have elevation data assigned to each boring. All boring holes will be sealed as required by the Minnesota Department of Health.

A geotechnical report will be prepared summarizing the findings of the subsurface exploration. For each soil boring, the soils will be classified, provide a measured depth to groundwater and have a N-value assigned to the soil type to be used for any structural design. The geotechnical report will discuss allowable soil bearing capacity, potential settlement, foundations, provide pavement sections and estimate infiltration rates of the soils.

The data obtained from the subsurface soil information is critical when designing the site and buildings. Knowing this information ahead of the design allows us to design around any known soil issues and minimize risk to the city; potentially saving on costs during construction by not having change orders.



Design

WSB will develop conceptual plans that build off of the existing master plan for the proposed park and present these layouts to the PMT at meetings held early in the process. By initiating these regular meetings, the risk of re-work or re-design is minimized. It will be critical to collaborate with the PMT to gain their input and make decisions to keep the design process moving forward and on budget.

As decisions are made on the conceptual design, WSB will develop preliminary design and cost estimates. Having cost estimates will assist the PMT in decision making as some decisions may be based on project budget.

Our goal would be to have the preliminary design completed by the end of November 2021 to allow adequate time to develop the final bidding documents that will be advertised in late January for a bid opening in February. Bidding in February for 2022 construction projects should provide the most cost-effective contract bid prices.

With few details available in the RFP, we assumed that all architectural features on the site would be wood framed buildings with finishes meeting the standards being developed by the park board. Changes to the structure types could affect the design fees for the architectural subconsultants.

Bidding

WSB will provide services for bidding assistance including the following:

- WSB proposes to package these projects together and bid as one large project to reduce overlap / duplication of design services thus reducing overall project costs.
- Prepare advertisement for bids (publication fees will be billed as an additional expense).
- Coordinate online plan set for availability to Contractors through Quest
- Answer Contractors questions during bidding, and issue addenda as necessary. WSB will attend and facilitate the bid opening.
- Prepare tabulation of bids for city review.
- Prepare letter of recommendation for contract award.
- Project Team Meeting to review bids and plan for construction
- City Council Approval of Bid (WSB will not attend council meeting)

Construction Administration

Upon receiving park board approval of the lowest successful bidder, WSB will begin drafting contract documents. Bidding the project in late March allows additional time to execute contracts, hold preconstruction conferences, approve submittals, and allows the contractor adequate time to order materials and plan for a construction start date as early as late May. We anticipate the project taking approximately six months (24 weeks) to complete.

WSB will conduct a pre-construction meeting including preparing and distributing meeting notes to all attendees.

We will review submittals and shop drawings in accordance with Contract Documents, answer contractor questions and provide design intent and/or clarification for any issues that may arise during the project, and review pay applications prepared by contractor and make payment recommendations. In the event of changed conditions during the project, WSB will prepare and distribute any necessary change orders to expedite the work in the field.

Similar to the Memorial Park Redevelopment project, WSB intends to provide part-time construction observation on the project. We are proposing to provide approximately 20 hours per week of observation time during weeks of active site work (approximately 13 weeks) including: utility inspections, materials testing, staking, construction observation, pay apps, and shop dwg review.

Chris will attend monthly park board meetings and provide project updates to the Park Board and seek approval of pay applications and any change orders. He will be in regular contact with city staff for all construction related items and decisions needed.

Upon substantial completion of the project, WSB along with TWM, will perform site inspections to generate punch lists. WSB will work with the contractors to complete the punch list items prior to the final payment application.





Involvement With City Staff

In addition to the regular meetings with the PMT, it is essential to have communication and input from a variety of city staff including Park, Recreational Programming, and Park Maintenance. Chris will remain in contact with staff regularly to address any questions or concerns. This communication will be key throughout the design process and construction process. Starting at the kickoff meeting, input from staff will help our team understand the various needs, issues, and goals for a successful project. As design options are explored, feedback from staff as it relates to functionality, operation/maintenance, and impacts during construction will be key for the multi-year implementation. Additional input will be requested in selection of materials, furnishings, and colors to help make sure the project aligns with other elements within the park and greater community park system.

Bi-weekly construction meetings will be held throughout construction to make certain there is adequate communication regarding scheduling and phasing and the project aligns with the visions of the city as well as maintenance staff. Both Matt Indihar and Chris will be heavily involved throughout the construction project and maintain close contact with city staff.

WSB worked closely with both city staff and the Park Board during the redevelopment at Memorial Park. The project near is completion and we are within budget and ahead of schedule.



ABOVE: MEMORIAL PARK CONSTRUCTION PHOTOS
TAKEN AUGUST 2021.



Approach to Managing Cost Control

WSB has a long history of developing high quality plans and specifications for bidding. We pride ourselves on developing custom plans for each project and client and not recycle content from past projects that might not be current or applicable. This quality of design includes specific details that provide clear understanding for the contractor on design expectations, material selections, and sequencing requirements. We have found that developing high quality plans for the use of bidding and construction significantly reduced Change Orders and project overruns. The industry range for Change Orders is between 10% and 15% according to a recent survey. WSB averages far less than this landing closer to 3% on projects similar to yours. That is a savings of 7% to 12% for the client to be used on other amenities and improvements.

Nationally, construction prices have nearly doubled on many items in the past year. WSB has in-house construction estimators that have been in the industry for decades. They utilize existing contractors and current bid results to aid in developing detailed

cost estimates for our projects. These estimates are reviewed with clients at key benchmarks as part of the overall design process and review. We may also share information on what is trending so if there are potential increases coming, we can plan ahead for escalating prices so when projects do finally go out to bid, we can be as accurate on our pricing as possible to stay within the overall project budget.

During construction, our construction administration staff are well trained and experienced to work with clients and contractors on unforeseen conditions. Our team has a clear understanding that we are hired as a representative of the client to ensure our clients get the best project within their budget. This may mean negotiating items that arise during construction in lieu of just paying out for all change orders requested by the contractor. Our team will control the construction process and conversations with the contractor and client so if scope changes, we can ensure the client that they received the best price possible before accepting any change order scope.

Past Performance

Project Controls

We understand that staff and council rely on their engineer to provide not only prompt responses to inquiries, but also accurate and reliable information for developing project budgets. At WSB, we use RT Vision, P6 and OneOffice software solutions to track project information. This software allows the analysis of bid information on all of our construction projects. Using this information, we are able to develop accurate estimates, especially regarding complex projects.

WSB recognizes that maintaining our performance on projects and effectively managing our team are two important factors to stay on schedule and within the project budget. Therefore, we put maximum effort into making sure our project team members are available to meet schedules and provide clients with the highest quality of service. Our project managers work closely with our Project Controls group closely monitoring the project budgets using RT Vision and P6. This allows us to complete work on time and within budget reducing the risk to our clients of contract amendments.

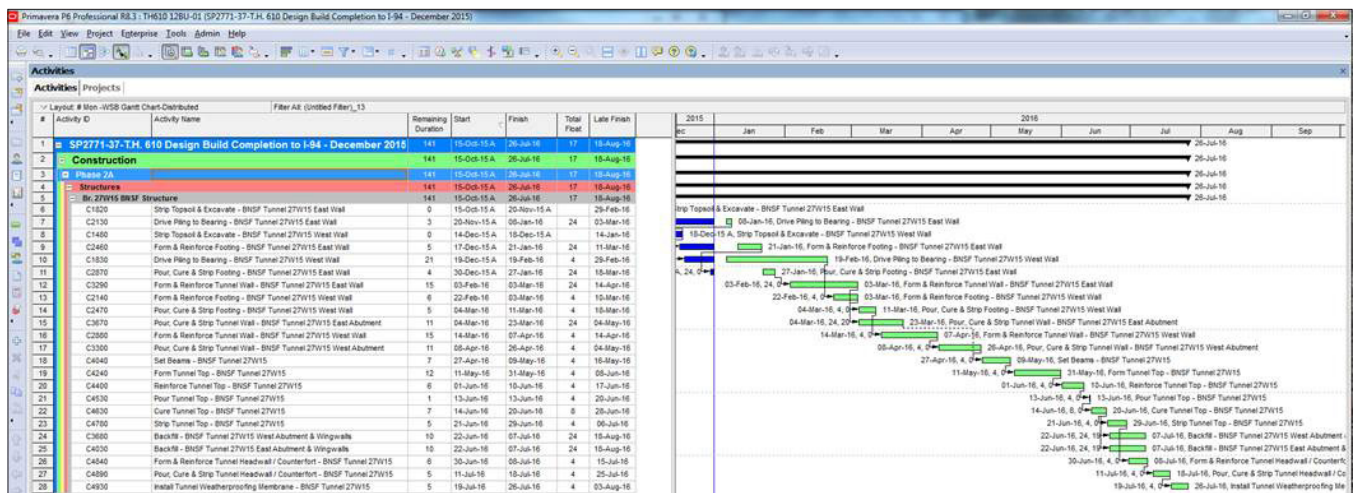
WE HAVE TRACKED THE DETAILED PERFORMANCE OF MORE THAN 30 MUNICIPAL PROJECTS IN VARIOUS COMMUNITIES:

92 % OF PROJECTS COMPLETED
PRIOR TO THEIR SPECIFIED
COMPLETION DATES.

THERE WAS AN AVERAGE OF **SIX BIDDERS**
PER PROJECT; SEVERAL PROJECTS HAD
MORE THAN 10 BIDDERS.

THERE WAS AN AVERAGE OF **LESS THAN 0.5%**
OF CHANGE ORDERS ASSOCIATED WITH EACH
PROJECT.

97 % OF CONSTRUCTION
COSTS WERE **BELOW**
THE ORIGINAL ESTIMATE.



P6 SCHEDULE USED TO COMMUNICATE PROJECT PLAN, SCHEDULE, BUDGET, AND PROGRESS.

Project Schedule



TASK	2021				2022										
	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	
AWARD PROJECT	■														
CONTRACTS	■														
DESIGN REVIEW WITH PMT		■	■	■											
CONCEPT DESIGN		■	■												
LCCMR CONT. ADMINISTRATION		■	■	■	■	■	■	■	■	■	■	■	■	■	■
PRELIMINARY DESIGN			■	■											
FINAL DESIGN					■	■	■								
BIDDING								■							
CONSTRUCTION									■	■	■	■	■	■	■
PROJECT CLOSE-OUT														■	

PLEASE NOTE:

If weather conditions allow and road restrictions are lifted earlier, construction may be able to start in early May if conditions allow.





Estimated Fees

TASK	COST
Topo Survey	\$3,500
Funding – LCCMR	\$7,100
Concept Design	\$16,300
Preliminary Design	\$20,500
Final Design	\$41,500
Environmental & Permitting	\$3,300
Acquisition	\$8,500
Construction	\$44,800
Geotechnical	\$6,900
Architectural*	\$61,000
Total	\$213,400
ADDITIONAL SERVICES	
Construction Materials Testing (CMT)**	\$16,100
Total with Additional Services	\$229,500

* - Includes mechanical, electrical & structural engineering.

** - Includes special inspections for all buildings & structures. When final design is complete and final quantities have been calculated, a revised CMT proposal can be prepared with likely a lower fee.