

Proposal for

2025 RECLAMATION AND OVERLAY PROJECT



**BOLTON
& MENK**

Real People. Real Solutions.

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February 29, 2024

Sean Simonson
Engineering Manager
City of Northfield
801 Washington Street
Northfield, MN 55057

RE: Proposal for 2025 Reclamation and Overlay Project

Dear Mr. Simonson:

The City of Northfield has initiated the 2025 Reclamation and Overlay Project to address deteriorating infrastructure and make improvements to the pavement service life and pedestrian and bicycle facilities. This project will employ effective designs and consistent consideration of all modes in analysis. Each project segment will be designed and bid together—three mill and overlay areas, three reclamation areas, four pedestrian crossing improvements, four new trail segments, one trail reconstruction segment, and one new sidewalk segment. We understand how pedestrians and bicyclists use the travel network and how they can be better accommodated, and we will help guide your projects through conceptual planning, final design, regulatory approval, and construction. Like you, Bolton & Menk, Inc. takes great pride in designing and managing projects that are safe, sustainable, and functional. We understand what needs to be accomplished for the successful completion of the 2025 Reclamation and Overlay Project.

WE KNOW NORTHFIELD – We have developed a strong working relationship with city staff, gaining a thorough understanding of the city’s values, goals, and standards. The entire team has also worked on multiple projects within the City of Northfield. Recent projects we’ve successfully delivered in your community include street improvements in 2016, 2019, 2020, and 2021; the Bluff View Street and Utility Improvements associated with new development; various pond dredging projects; the ongoing Honeylocust East Cannon River Trail Connection; 2023 Miscellaneous Storm Structure Improvements; Lincoln Waterway Box Culvert Improvement; the Wall Street Road Improvement project; the College Street and Water Street Areas Reconstruction; and the Jefferson Parkway Mill and Overlay and Mill Towns Trail Improvements project. We’re well-versed in your expectations and are up-to-date on your evolving design standards, including the new Northfield Engineering Guidelines manual. You can rest assured that our familiarity and relationships will give us a head start on providing a timely, cost-efficient, and functional final product.

WE WATCH YOUR BOTTOM LINE – Choosing Bolton & Menk ensures the City of Northfield receives great value for every dollar spent. Proactive problem solving keeps small things small. This project team will build on past project experiences, both in the City of Northfield and surrounding communities, leading to increased project efficiency and an established understanding of the city’s standards and requirements for its street improvement projects. This project will tie into other projects our team has previously worked on or is currently working on; this provides additional efficiencies by eliminating the need to familiarize the project team with the project area. Our team can hit the ground running and begin providing value to the city right from the start.

UNREALIZED GAINS

Our familiarity with your processes and design standards over the years has an added benefit that you won’t find on any fee spreadsheet. Our team installed the Bolton & Menk CAD template on the city’s servers and worked with staff to update the city’s CAD standards in January at no cost. These same standards are used every day by our own professional engineers, providing seamless integration with city staff and allowing us to be more productive and assist city staff with CAD questions.

In continued service to the City of Northfield, we are excited at the opportunity to complete the 2025 Reclamation and Overlay Project. Jason Malecha will serve as your project manager throughout design. I will provide oversight and ensure that the project progresses in a manner of which the City of Northfield has come to expect of Bolton & Menk. Please contact me at 612-759-7240 or Bradley.Fisher@bolton-menk.com if you have any questions regarding our proposal.

Respectfully submitted,
Bolton & Menk, Inc.



Brad Fisher, PE
Principal Engineer / Client Service Manager



Jason Malecha, PE
Project Manager



PROJECT UNDERSTANDING

This project will collectively involve the design and construction of three mill and overlay areas, three reclamation areas, four pedestrian crossing improvements, four new trail segments, one trail reconstruction segment, and one new sidewalk segment.

Multimodal aspects is an area of passion for Bolton & Menk. Our interest is in providing effective designs and consistent consideration in all modes of travel. Providing for and evaluating the needs of different users of the transportation system is important, especially in an urban environment where any space available is used for many different functions. Important modes to consider include pedestrians and commuters and recreational bicyclists while also ensuring that passenger vehicles, delivery trucks, and buses can be accommodated. The needs of each of these users can directly impact the sidewalk, trail, and roadway system design features and what needs to fit in the right-of-way.

Our multimodal design engineer, *Cody Christianson*, will analyze the street corridors identified for bikeway improvements relative to the existing and planned bike routes as well as the intersections identified for improvements. Recommendations from the 2022 Northfield Pedestrian and Bikeway Analyzation report will be used to recommend the best context-sensitive improvements for each location.

We will retain a geotechnical subconsultant to provide recommendations on the proposed improvements and an arborist subconsultant to perform a tree inventory throughout the project corridors. We will complete these tasks as a part of the feasibility study—to be completed by the city—as it may have implications on the overall project cost.

Bolton & Menk will ensure that all reclamation project streets will be brought up to a service life of 25 years and all mill and overlay project streets will be brought up to a service life of 15 years after construction. We will deliver the project according to the tasks laid out in our detailed work plan, on schedule and within budget, including all items detailed in the project schedule. The anticipated bid date for this project is early 2025. Our proposed schedule will meet the city’s needs and ensure we deliver on this proposed bid date to take advantage of the competitive bidding environment.

We have worked through this project process with the city on numerous previous projects and understand how city staff like to see tasks completed. This project will follow the City of Northfield’s project process. Bolton & Menk will follow the required project steps and help produce project figures for city staff presentations at city council meetings and open houses, as required.



Cody is currently leading the design team on the Capital City Bikeway Project in St. Paul.

The project location map on Page 4 details the improvements proposed to the various project corridors and their locations within the city.

MILL AND OVERLAY

The project will include a mill and overlay of:

- Maple Street – 100 feet south of Jefferson Parkway to south end
- Lake Drive – Jefferson Parkway to Maple Street
- Superior Drive – Maple Street to Michigan Drive

The above-mentioned mill and overlay areas also include:

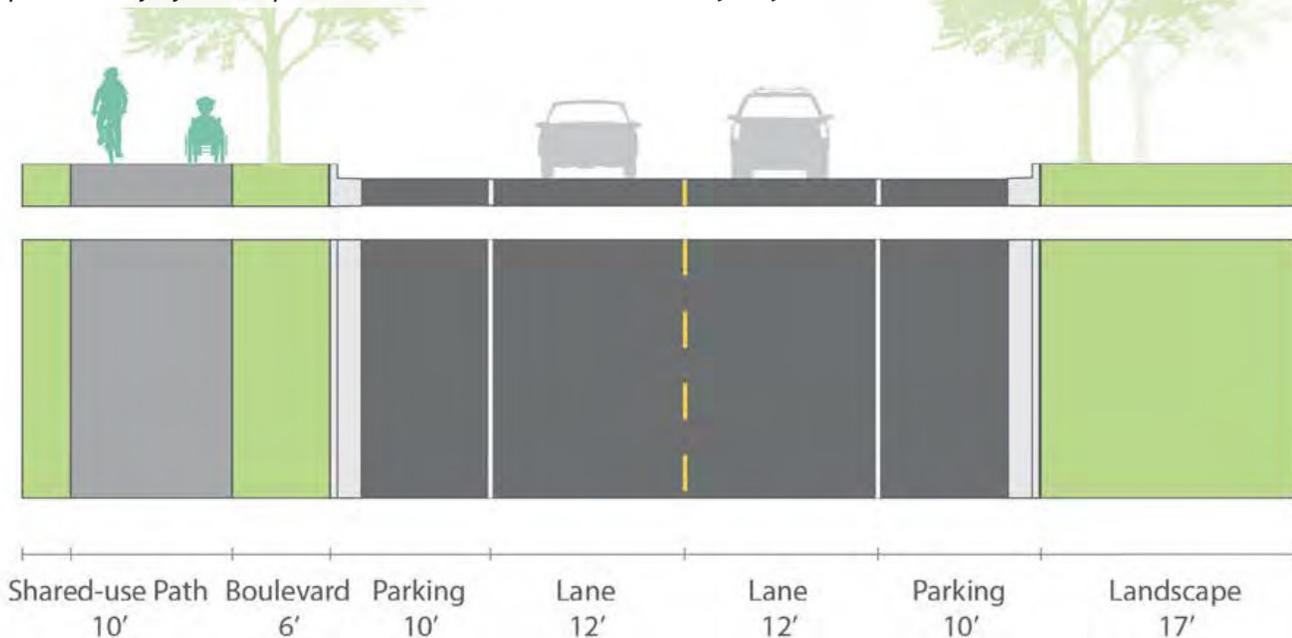
- Spot curb and gutter repairs
- Spot sidewalk repairs
- ADA upgrades to all existing pedestrian facilities

Also included within the Maple Street area is a new off-street shared use trail. The existing sidewalk will be removed and replaced with a 10-foot shared-use path.

Pedestrian crossing improvements will be implemented based on the Pedestrian Toolbox included in the 2022 Northfield Pedestrian and Bikeway Analyzation and the Alta recommended intersection improvements. Curb extensions (bumpouts) and raised crossings will be implemented at the mid-block trail located just north of Superior Drive on Maple Street and west of Michigan Drive on Superior Drive. Crosswalk markings will also be added to the south leg of the Maple Street and Superior Drive intersection.



Proposed roadway layout of Maple Street (2022 Northfield Pedestrian and Bikeway Analyzation)



RECLAMATION

The project will include reclamation of:

- Laurel Court
- Industrial Drive
- Washington Street – Sumner Street to cul-de-sac

The above-mentioned reclamation areas also include:

- Spot curb and gutter repairs
- Spot sidewalk repairs
- Driveway apron repairs
- ADA upgrades to all existing pedestrian facilities
- Gate valve bolt replacement

Sidewalk and bikeway improvements incorporated within the reclamation areas include:

- Washington Street on-street bikeway (Woodley Street to Sumner Street)
- Washington Street off-street shared use trail (Sumner Street to cul-de-sac)
- New trail installation connecting Washington Street to Archibald Street
- Sidewalk installation on the west side of Washington Street north of Fremont Street to fill a gap approximately 100 feet in length

Additionally, pedestrian crossing improvements will be implemented based the Pedestrian Toolbox and the Alta recommended intersection improvements. Curb extensions (bumpouts) will be added to the northeast and southeast corners of the Washington Street and Ames Street intersection and a marked crossing will be added to the south leg of the intersection. Curb

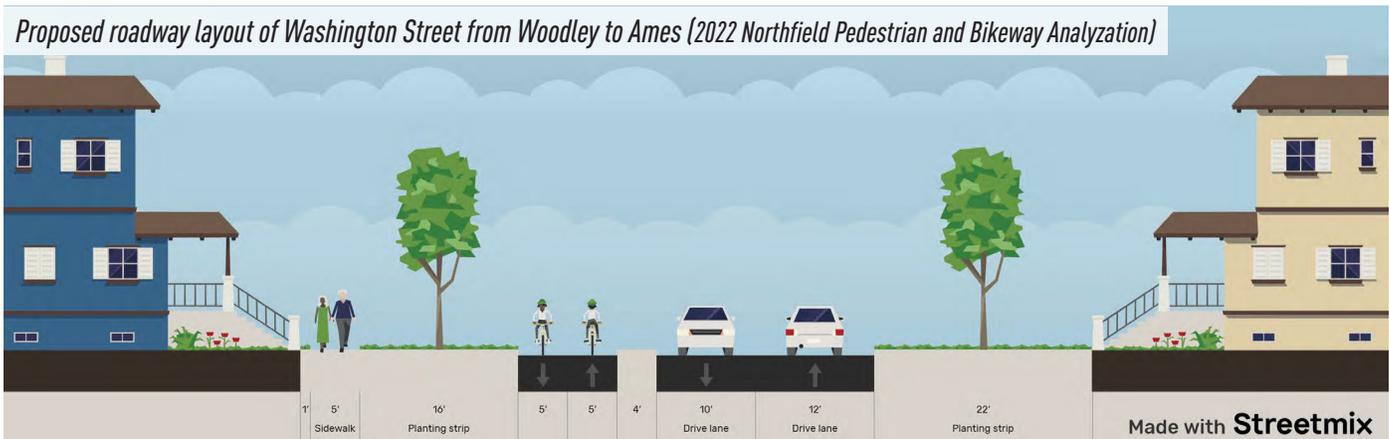
extensions (bumpouts) on the Woodley Street side of the Woodley Street and Washington Street intersection and marked crossings will be added to all four legs of the intersection.

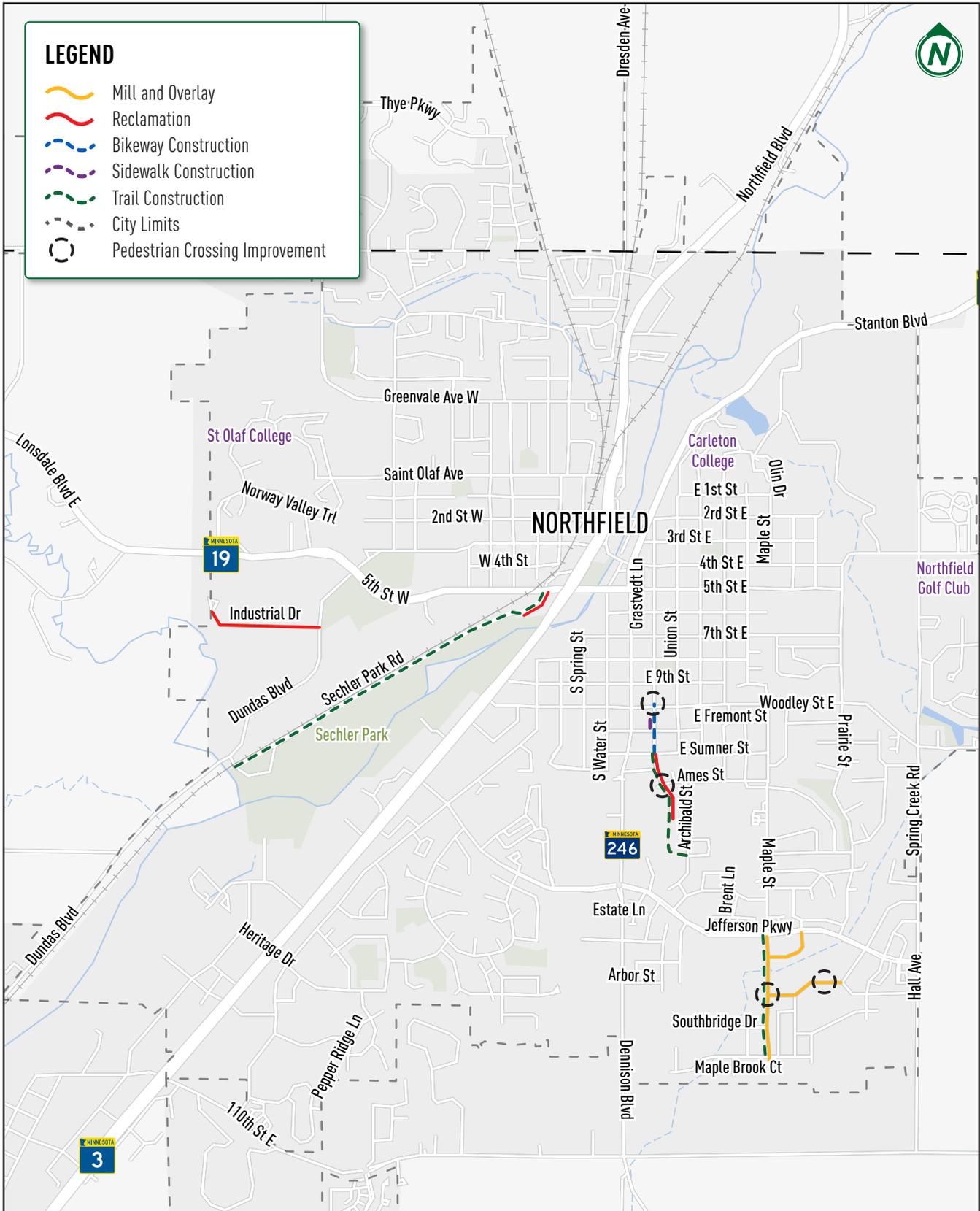
The section of Washington Street from Sumner Street to Ames Street has three proposed alternatives. Our team will evaluate the proposed sections and provide a recommendation as to which alternative would be optimal for this roadway segment or if another alternative would best meet the city’s needs. High-level preliminary corridors will be completed for each alternative to identify anticipated impacts relative to available parking and impacts to trees.

Beyond the identified sidewalk and bikeway improvements, the existing trail along Sechler Park Road from Laurel Court to the rail crossing will be reconstructed to meet DNR standards, as this segment is part of the Mill Towns State Trail. This trail segment’s incorporation into the project is contingent on the city receiving funding from the DNR.

Existing walk along Laurel Court from TH 9 to Sechler Park Road will be removed and replaced with a 10-foot shared-use trail on the west side. Due to existing constraints, a narrowed boulevard or trail construction at back of curb may be required. The curb could be relocated to narrow the street to provide more room for the trail and boulevard, but further evaluation would be required to ensure proper turning movements and traffic flow are maintained. This evaluation could be added to our scope upon request.

Proposed roadway layout of Washington Street from Woodley to Ames (2022 Northfield Pedestrian and Bikeway Analyzation)





WORK PLAN

Bolton & Menk understands the importance of not only achieving the desired outcome of each of the following tasks, but also completing them on time and within budget. It is our commitment to facilitate a successful process for the City of Northfield on the 2025 Reclamation and Overlay Project. We will put special emphasis on working with city staff to ensure the project’s success. A summary of our approach to key project elements is outlined in the task descriptions below.

TASK 1. TOPOGRAPHIC SURVEY

Work under this task includes gathering pertinent field information on city infrastructure, physical features in the right-of-way, contours, and private small utilities. Underground utility information will be located and described per available as-builts, field markings, and private utility map information facilitated through Gopher State One Call. Manhole reports will not be completed for structures within the project limits. Right-of-way and property lines will be illustrated based on either found field monumentation within full topographic survey limits and plat information received from the city, and/or Rice County GIS parcel linework. No title research will be performed except an Owner & Encumbrance Report will be obtained for the property owned by Festler Farms, PID: 2206351008. A proposed trail easement will be acquired through this property with a proposed easement exhibit and description to be prepared.



The topographic survey will require different levels of detail for each improvement. Gate valve bolt replacements all fall within street improvement areas, so their locations will be collected as part of those survey efforts. The following survey data will be collected for **mill and overlay** areas:

- Full survey of all intersection quadrants with existing pedestrian ramps and curb-to-curb collection of intersections without existing pedestrian ramps
- Mid-block areas and cul-de-sacs will only have intermittent curb and gutter and sidewalk data collected to develop 2D roadway/sidewalk boundaries
- All manhole, catch basin, and gate valve locations (no manhole reports)

The following survey data will be collected for **reclamation** areas:

- Full survey of all intersections and existing pedestrian ramps
- Full survey of all mid-block areas and cul-de-sacs from back of curb to back of curb
- Mid-block areas and cul-de-sacs will only have intermittent sidewalk data collected to develop 2D sidewalk boundaries
- All manhole, catch basin, and gate valve locations (no manhole reports)

The following survey data will be collected for proposed **pedestrian crossing improvements** areas:

- Full survey from right-of-way to right-of-way
- All manhole, catch basin, and gate valve locations (no manhole reports)

The following survey data will be collected for proposed **bikeway** areas:

- Full survey from centerline to right-of-way
- All manhole, catch basin, and gate valve locations (no manhole reports)

The following survey data will be collected for new **sidewalk and trail areas**:

- Full survey from back of curb to right-of-way
- All manhole, catch basin, and gate valve locations (no manhole reports)

All street mill and overlay, reclamation, and reconstruction areas will be walked by city staff to identify and mark spot curb and gutter and sidewalk removals/replacements. These marks will then be surveyed to include the locations in the plans.

Additional topographic survey beyond that identified above can be negotiated at a fee based on submitted hourly rates.

Bolton & Menk will establish horizontal control on Rice County coordinates together with vertical control based on NAVD 88 datum. Control points will be placed at convenient locations throughout the project corridor. We will generate a drafted survey base drawing which will include topographic and right-of-way survey information.

TOPOGRAPHIC SURVEY ASSUMPTIONS:

- All spot curb and gutter and sidewalk removals will be marked in the field by city staff prior to the initial data collection
- Measure downs will be completed by city staff for any structure repairs requiring invert information
- Right-of-way will be field verified per found monuments for all proposed bikeways, trails, and sidewalks, except for the proposed trail running along side and in between Sechler Park Road and Union Pacific Railroad
- Topographic data collection will not take place inside of Union Pacific Railroad right-of-way
- The contract will be executed to authorize topographic survey by March 20th, 2024 to maximize staffing availability; task hours/fee will be subject to change if authorization is not received as indicated

TASK 2. ARBORIST REPORT

Work under this task includes evaluation and tree tagging by a trained arborist of all trees within five feet of the right-of-way for all street reclamation, street mill and overlay, new sidewalk, and proposed trail project corridors. Per city direction, trees along the Sechler Park Road trail segment and along the trail segment connecting Washington Street to Archibald Street will not be included in the arborist report. The arborist report will provide the tree tag number, tree species, diameter at breast height (DBH), overall condition rating, and a projection of fate/recommendation of tree health due to construction impacts for each tree. The trees will be individually identified and correlated to a shape file deliverable that identifies each tree’s location with the required information. We have partnered with TreeBiz LLC for arborist services on the project. A full scope of services and assumptions from TreeBiz is included at the end of this proposal.



TASK 3. DESIGN

SUBTASK 3.1: EXISTING PLANS

A base plan will be prepared for use in final design by applying the collected topographic and right-of-way survey information. The base plan will identify locations and elevations of the required existing physical features in and around the project area.

SUBTASK 3.2: PRELIMINARY AND FINAL DESIGN PLANS

Our team will prepare construction plans for the 2025 Reclamation and Overlay Project corridors. Major design components include:

- Street plan and profile sheets in the reclamation areas, including roadway alignment, profile, and widths
- Sidewalk and trail plan and profile sheets for the new sidewalks and trails, including alignment, profile, and widths
- On-street bikeway plan sheets for the bikeway segment, including alignment and widths
- Cross sections for all new trail and sidewalk sections
- Removals/existing conditions plan for the project corridors
- Erosion control plan and stormwater pollution prevention plan (SWPPP)
- Storm sewer plan and profile sheets for any storm sewer replacements or additions required
- Intersection design and pedestrian ramp detail designs to meet ADA standards with curb and gutter elevations/profiles
- Signing and striping plans, including the on-street bike route in accordance with the MnDOT Bicycle Facility Design Manual
- Traffic control and phasing plans meeting MUTCD standards
- Landscape plans incorporating a 2:1 tree replacement schedule with eight tree species from the City of Northfield Acceptable Boulevard Tree List spaced appropriately to ensure proper tree growth throughout its lifespan
- Evaluation of permanent and temporary easement needs
- Statement of estimated quantities

Bolton & Menk will verify all MS4 permit requirements and city stormwater management requirements as it relates to the proposed project.

The design team will communicate with all small/private utilities to coordinate conflicts and necessary relocations. The existing utilities and necessary relocations or adjustments will be identified on the plans based on information provided by the utility companies and marked in the field. Time is allocated for two private utility coordination meetings during the design process.

SUBTASK 3.3: CONTRACT DOCUMENTS AND SPECIFICATIONS

Our team will prepare special provision specifications to supplement the city's standard contract documents and technical specifications. The city will combine and prepare the overall contract documents for bidding and construction.

SUBTASK 3.4: SUBMIT TO CITY FOR REVIEW AND APPROVAL

The project manager will submit preliminary and final plans to the city for review and approval at the following design stages:

- 50% plan submittal
- 95% plan and specification submittal

Each submittal will be accompanied by a cost estimate reflective of the current design stage. A design review meeting with city staff will take place with each submittal to discuss the submitted materials and receive direction on the design elements.

SUBTASK 3.5: PREPARE OPINION OF PROBABLE CONSTRUCTION COSTS

Our team will prepare an opinion of probable construction costs based on past City of Northfield bid information, current contractor pricing, and overall knowledge of the city, local contractors, and site conditions. Quantities for the mill & overlay areas will be provided by city staff.

SUBTASK 3.6: IN-HOUSE PLAN REVIEW

Our team will complete a QA/QC review of the City of Northfield design plans.

SUBTASK 3.7: DRAFTING CONSULTATION

Our team will provide design and CAD assistance to city staff associated with the portion of the design the city is completing in-house.

DESIGN ASSUMPTIONS:

- City staff will design final construction plans for the mill and overlay areas, except for creation of the base file, SWPPP, intersection design, and utilities (if required); the city's final plans will be combined with our plans to create the final plan set
- All required permits and associated permit applications, aside from those required due to impacts on aquatic resources, will be completed and submitted by city staff
- There will be no watermain or sanitary sewer main work and therefore, no associated permitting will be required for the project
- Construction staking will not take place inside of Union Pacific Railroad right-of-way
- All improvements that intersect Jefferson Parkway will stop short of the road including ADA pedestrian ramps; these will be addressed with the planned improvements to Jefferson Parkway scheduled for 2026
- The Sechler Park Road Trail will be reconstructed in its existing location matching existing grades
- City staff will present at all council and neighborhood meetings; Bolton & Menk attendance will not be required
- Project phasing will be discussed in the specifications and implemented with field coordination during construction to ensure access to businesses along Laurel Court and Industrial Drive are maintained

TASK 4. CONSTRUCTION SERVICES

SUBTASK 4.1. FIELD STAKING

Our survey crews will complete construction staking on the following features:

- Construction limits, as required where right-of-way does not exist
- Easement along new trail sections outside of existing right-of-way
- New concrete curb and gutter or concrete curb and gutter replacement at pedestrian ramp locations
- New sidewalks and trails

Survey crews will provide construction stakes with alignment and grade, as necessary, and documentation of all survey points installed. If the project assumptions change or other facilities are requested for staking, our project staff will be available to complete the additional field staking for an additional fee based on submitted hourly rates.



CONSTRUCTION SERVICES ASSUMPTIONS:

- City staff will provide all construction observation services and day-to-day project coordination
- Spot curb and gutter and sidewalk replacements will not require staking
- The project will not require the construction of retaining walls
- Locations for signs and striping will be laid out by the contractor based on provided plan information and the Federal Highway Administration’s (FHWA) Manual on Uniform Traffic Control Devices (MUTCD) standards; specific sign staking, if necessary, will be completed in the field by the project inspector
- Locations for landscaping amenities, if necessary, will be completed in the field by the project inspector

Work under this task includes soil borings to varying depths throughout the various project areas and a summary of findings. The geotechnical report will include pavement design recommendations based on R-values.

SUBTASK 5.2. CONSTRUCTION MATERIALS TESTING

AET will also provide construction materials testing services on this project. AET has extensive experience performing materials testing following MnDOT’s Schedule of Materials Control on other projects. A full scope of services and assumptions from AET is included at the end of this proposal.

Work under this task includes construction field testing following the project specifications and MnDOT Schedule of Materials Control. In addition to the testing of materials, they will document materials certifications and verify conformity of materials and construction outcomes with MnDOT standards and requirements.

TASK 5. TESTING SERVICES

SUBTASK 5.1. GEOTECHNICAL EVALUATION



We have partnered with American Engineering Testing (AET) for geotechnical evaluation services on this project. AET has extensive experience performing these preliminary materials investigation tasks on other projects. A full scope of services and assumptions from AET is included at the end of this proposal.



OPTIONAL VALUE-ADDED SERVICES

WETLAND SERVICES

In analyzing the various aspects of the proposed project areas, it was determined that specific project corridors could be at risk of impacting aquatic resources. As an optional value-added additional service, if the city has not already made arrangements for this work to be completed, Bolton & Menk would offer to complete wetland services for Northfield.

We propose to thoroughly investigate the available background information; this includes compiling information from the following sources:

- Available aerial photographs
- Rice County LiDAR maps
- National Wetlands Inventory Maps
- Rice County Soil Survey Maps
- MNDNR Public Waters Maps

We will then visit the site to delineate all aquatic resource boundaries within the designated project areas. The delineation will include performing transects and sampling in the vicinity of those wetlands, placing 3-foot pin flags at the limits of any wetlands found. Our delineator will use a sub-meter GPS unit to accurately locate and map each point and prepare a written report of our findings.

Bolton & Menk will use the Level 2 delineation to determine and prepare the appropriate permit application to account for any aquatic resource impacts proposed by the project. At this time, the fee assumes the proposed activities will meet the No-Loss criteria under the Wetland Conservation Act (WCA). The submittal will include the MN Joint Application to the U.S. Army Corps of Engineers and Local Government Unit. These applications will include GIS based figures, permit narrative, and project plan set.

STORMWATER MANAGEMENT EVALUATION

Upon assessment of the proposed project areas, it was determined that due to the anticipated amount of new and/or reconstructed impervious surfaces, stormwater management will be necessary to meet the requirements of the MS4 general permit and city stormwater management standards. The completion of this task has not been provided in the requested scope of work. Therefore, as an optional value-added additional service, if the city has not already made arrangements for this work to be completed through a larger city-wide stormwater management initiative, Bolton & Menk can complete the necessary stormwater management evaluation and modeling for the City of Northfield in conjunction with this project.

Bolton & Menk would assess opportunities to meet the stormwater management requirements outlined in the MS4 permit and city stormwater standards. Because available right-of-way is limited, we assume the project will require several BMPs to meet the city's stormwater goals.

Additionally, we will leverage the existing Citywide Stormwater Management Plan modeling prepared using AutoDesk Storm and Sanitary (SSA) to serve as the basis for the stormwater modeling. We will expand and enhance the level of detail reflected in the existing condition and proposed condition modeling to reflect the project details within the limits of the project, focusing on BMPs/treatment options. This task does not include production of a formal stormwater management report. It is assumed that the preliminary evaluation would take place in conjunction with the city's feasibility study efforts and that the stormwater BMP(s) would be identified for implementation prior to commencing final design efforts.

PROJECT TEAM

We have assembled a highly motivated and experienced group of professionals for the 2025 Reclamation and Overlay Project. Our team values and understands the importance of achieving your vision with full stakeholder support. Our team will be led by Jason Malecha and Brad Fisher and supported by key individuals. Project team member bios are included in the following pages of this section. Full résumés of all staff can be provided upon request.



BRAD FISHER, PE
Principal Engineer / Client Service Manager (CSM)

Brad will provide project oversight and support Jason Malecha to ensure that the City of Northfield's preferred project process is followed and that familiar project

plans are delivered. Brad will monitor progress, schedule, and budget to ensure critical issues are promptly addressed and will oversee the successful completion of the project, including construction.

Brad is a project manager beginning his career in 2010. He has worked on many municipal projects consisting of roadway design, including municipal State Aid design and utilities such as sanitary sewer, water main, and storm sewer. Brad completes project planning, design, preparation of construction plans and specifications, and overall project management. His design experience includes preliminary and final design, preliminary layout and design, preparation of feasibility reports, preparation of construction plans and specifications, preparation of quantity take-offs and cost estimates, and project documentation. He has expertise in the evaluation of concrete pavement, determination of rehabilitation feasibility, and the implementation of concrete pavement rehabilitation (CPR) methods and repairs.



JASON MALECHA, PE
Project Manager

Jason will oversee the project design team and manage overall project delivery. He will establish and maintain communication with city staff so the City of Northfield's needs are met during design. He will also

lead project design and guide the plan and specification preparation. Jason previously held an internship with the City of Northfield and is excited to continue to serve the community he grew up in.

Jason is a project manager with Bolton & Menk, beginning his career in 2015. His design experience includes preparation of preliminary engineering and feasibility reports, development of construction plans and

specifications, and production of detailed cost estimates for a variety of clients and projects. In addition to design, Jason has experience in overall project management that allows him to deliver projects meeting client's needs.



DREW BAILEY, EIT
Design Engineer

Drew will be responsible for the project design, specifically focusing on conformance with the project requirements and Civil3D design files necessary for preparation of the plans.

Drew is a design engineer who began his engineering career with Bolton & Menk in 2023. His responsibilities include assisting in the preparation of preliminary engineering reports, developing designs and construction plans in AutoCAD Civil 3D, preparing bid documents, and serving as a construction project representative. Drew enjoys interacting with residents and finds it rewarding being able to help improve the safety, sustainability, and aesthetic of their communities and local infrastructure.



ERIC WILFAHRT, PLS
Principal Survey Manager

Eric will serve as the principal survey manager and will coordinate and review topographic survey, base mapping, and construction field staking.

Eric began his surveying career in 2004 with Bolton & Menk after three summer internships with the company. He manages survey operations for the firm's south metro locations. He likes to complete projects that have complex and challenging right-of-way and boundary determinations. Eric is responsible for crew scheduling and coordination; professional reviews and determinations; research; and preparing, calculating, interpreting, and writing legal descriptions. He also provides quality assurance and quality control on projects to ensure project scopes are complete. Eric is proficient in Civil 3D and Trimble Business Center.



BRANDON BOHKS
Natural Resources Specialist

Brandon will conduct wetland analysis, delineation, permitting, and agency coordination. He will coordinate with state and federal agencies to work through wetland delineations and permitting.

Brandon is a senior natural resource specialist who began his career with Bolton & Menk in 2016. Brandon has completed countless delineations for various projects that have included delineating all aquatic resources, including watercourse delineations and incidental wetlands. Brandon also acts as a Local Government Unit for 10 municipalities throughout the metropolitan area, where he administers the Wetland Conservation Act and answers wetland-related questions for the cities and their residents. Brandon has additional experience completing permits related to aquatic resources, completing vegetation surveys, hydrology monitoring, and wetland bank design.



MIRANDA CHRISTIANSEN, PE
Water Resources Engineer

Miranda will lead the water resources engineering efforts on the projects and review all work to verify conformance with project requirements.

Miranda is a project engineer who began her career in 2017. She is responsible for preparing preliminary engineering reports, preliminary and final design, developing construction plans, and completing development plan reviews. She also assists with design calculations and cost estimates. Miranda is proficient in AutoCAD Civil 3D, Storm & Sanitary Analysis (SSA), HydroCAD, and XPSWMM. She regularly completes hydrologic and hydraulic modeling, water quality modeling, best management practice (BMP) design for SWPPPs, and watershed permitting and administration for projects. In addition to her design knowledge, Miranda has valuable experience in the field on projects ranging from new residential developments to full reconstructs, as well as mill and overlay and reclamation projects.



CODY CHRISTIANSON, PE, ENV SP
Multimodal Engineer

Cody will evaluate the proposed bikeway and intersection improvements to provide guidance on implementation of recommended infrastructure

improvements.

Cody began his career in transportation engineering in 2008. He has expertise in roadway engineering and design, bike and pedestrian planning and design, and sustainability. Cody has national bicycle and pedestrian expertise that helps build support for improved multimodal infrastructure. He designs improvements that create an inviting environment, enhance pedestrian and bicycle safety, and address community goals. Cody uses that experience to create accessible designs that integrate into the existing infrastructure, are easy to navigate, and improve the region's transportation system for those who walk, bike, or roll. In addition, he is a credentialed Envision Sustainability Professional (ENV SP) and uses that knowledge and background to consider the sustainability and resiliency of all his projects, regardless of size or design stage.

SUBCONSULTANTS

TREEBIZ CONSULTING LLC
Arborist Services

TreeBiz will be responsible for providing an arborist report. TreeBiz represents more than 20 years of experience in urban and community forestry management providing natural resource solutions to landowners, businesses, associations, communities, and government agencies.

AET
Geotechnical Services

AET will be responsible for performing soil borings and providing a geotechnical evaluation report as well as providing construction materials testing for the 2025 Reclamation and Overlay Project. AET specializes in geotechnical, pavement, and forensic engineering and provides comprehensive services for construction materials, testing, inspection, and observation, including concrete and asphalt mix design.

PROJECT EXPERIENCE

Bolton & Menk has assembled an experienced and proven team to complete the project tasks required by the City of Northfield. Below, we have included a matrix that highlights several examples of our recent work, as well as the duties performed for each project.

BOLTON & MENK TEAM EXPERIENCE		Project Relevance												
Project		State Aid Project	Reconstruction	Rehabilitation	Rural to Urban Conversion	Utility Design	Bridge Design	Multimodal Design	Public and Agency Involvement	Natural Resources Permitting	Floodplain Permitting	Landscape Architecture	Traffic Analysis	Drainage and Hydraulics
College Street and Water Street Areas Reconstruction Northfield, MN			•			•		•	•			•	•	•
Jefferson Parkway Mill & Overlay & Mill Towns Trail Improvements Northfield, MN				•		•		•	•			•	•	•
2019 Street Reclamation Northfield, MN		•		•		•		•	•			•		•
2020 Mill and Overlay Northfield, MN				•		•		•	•				•	
2021 Reclamation and Overlay Northfield, MN				•		•		•	•					•
2023 Miscellaneous Storm Structure Repair Northfield, MN						•		•	•	•	•			•
Honeylocust Drive ECRT Northfield, MN							•	•		•	•			•
Lincoln Waterway Box Culvert Northfield, MN						•	•		•	•	•			•
Bridge Square Park Project Northfield, MN			•			•			•	•	•	•		•
Wastewater Treatment Plan Northfield, MN			•	•		•		•						•
Wall Street Road Improvements Northfield, MN			•		•	•	•	•	•	•	•	•	•	•
Downtown South Reconstruction Prior Lake, MN		•	•			•			•	•		•	•	•
170 th Street Improvements Prior Lake, MN			•		•	•								•
2017 Street and Utility Improvements Prior Lake, MN			•			•		•	•				•	•
2015 Street and Utility Improvements Prior Lake, MN			•		•	•			•					•
2022 Spruce Street Reconstruction Project Farmington, MN			•			•			•	•	•			•
Riverfront Renaissance Project Hastings, MN (2018 APWA Project of the Year)		•	•	•		•			•			•		•
Snelling Avenue North Street and Utility Improvements Arden Hills, MN		•		•	•	•		•	•	•				•
2019 Street Improvements Empire Township, MN				•	•	•								•
2017 Street Improvements City of West St. Paul		•	•	•		•			•					•
2018 Street Improvements City of West St. Paul		•	•	•		•			•					•
2019 Street Improvements City of West St. Paul		•	•			•			•					•
Louisiana Avenue and South Park Drive Mini-Roundabout Savage, MN			•					•					•	•
TH 4 Sherburn to St. James MnDOT		•	•			•			•				•	•
Belmont & S 5th Intersection Improvements Mini-Roundabout Grand Forks, ND			•						•				•	•

PROJECT SCHEDULE

We have developed a schedule detailing the anticipated work tasks and completion dates. This schedule is based on our review of the project background, description, and scope of services included in the Request for Proposals and our experience on other similar projects. Upon selection, Bolton & Menk will work with City of Northfield staff and other project partners to revise and update this schedule as needed to ensure successful delivery of this project.



PROJECT COST

The following table summarizes the hours and cost breakdown for each major work task item. The estimated fee includes labor, general business, and other normal and customary expenses associated with operating a professional business. Unless otherwise noted, the fees include vehicle and personal expenses, mileage, telephone, survey stakes, and routine expendable supplies; no separate charges will be made for these activities and materials. Expenses beyond the agreed scope of services and non-routine expenses, such as large quantities of prints, extra report copies, out-sourced graphics and photographic reproductions, document recording fees, outside professional and technical assistance, and other items of this general nature will be invoiced separately.

Client: NORTHFIELD Project: 2025 RECLAMATION AND OVERLAY		Bolton & Menk, Inc.											
Task No.	Work Task Description	Principal-in-Charge	Project Manager	Design Engineer	Multimodal Design Engineer	Water Resources Engineer	Natural Resources Specialist	Project Surveyor	Survey Technician	Survey Crew Chief	Clerical	Total Hours	Total Cost
1.0	Topographic Survey	0	0	0	0	0	0	12	76	248	0	336	\$60,000
2.0	Arborist Report	<i>Arborist Sub Consultant</i>											\$5,000
3.0	Design	94	324	906	12	22	0	0	0	0	7	1365	\$200,068
4.0	Construction Services	0	0	0	0	0	0	14	28	123	0	165	\$30,009
5.0	Testing Services	<i>Geotechnical Sub Consultant</i>											\$68,500
Total Hours		94	324	906	12	22	0	26	104	371	7	1866	
Average Hourly Rate		\$173.00	\$166.00	\$136.00	\$201.00	\$166.00	\$144.00	\$201.00	\$141.00	\$189.00	\$106.00		
Subtotal		\$16,262	\$53,784	\$123,216	\$2,412	\$3,652	\$0	\$5,226	\$14,664	\$70,119	\$742		
Base Total Fee												\$363,577	
Optional Value-Added Additional Service													
Wetland Services		0	0	0	0	0	56	0	0	0	0	56	\$8,064
Stormwater Management Evaluation		0	8	22	0	96	0	0	0	0	0	126	\$20,256
Total Fee with Optional Value-Added Additional Service												\$391,897	