



October 11, 2017

Mr. Steve Lillehaug
Public Works Director / City Engineer
City of Shakopee
485 Gorman Street
Shakopee, MN 55379

Re: Contract Amendment Request – Addition of Landscape Design Services for Vierling Drive

Mr. Lillehaug:

We understand the City desires to add landscape design services to our current contract for the Vierling Drive project. The project is located along the Vierling Drive West from Boulder Pointe to Old Brick Yard Road. This includes a new roundabout intersection, connections and stub between Shakopee Town Square Mall and a future development site to the south, and the perimeter of the pond area near the Taylor Street intersection.

According to our Agreement for Professional Services within the City of Shakopee and Section I-C-2 (Major Projects), this extension agreement is written to provide you with an estimate of cost for engineering services for the above-referenced project. We are proposing to complete the survey services as detailed below.

SCOPE OF SERVICES:

Landscape Design Services:

- 30% Plans / Preliminary design
- Design review meeting
- 60% Plans
- Development of three visualizations (one plan view of the project, one elevation view of the roundabout, and one elevation view of the entrance area)
- Design review meeting
- 95% Design - Final Preparation of landscape construction plans, quantities/cost estimate, and specifications
- Design review meeting
- 100% final design bid documents

Bidding Services:

- Answer and respond to questions during the bid period
- Addenda will be issued if required
- We understand that the work will be bid as part of the overall roadway improvement project, which will not require a separate bidding process for the landscape improvements

Construction administration:

- Attend pre-construction meeting
- Attend four site visits with the owner and contractor throughout the landscaping implementation
- Attend one substantial completion walkthrough meeting with owner and contractor
- One final review to verify contractor completion of punchlist items

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PROJECT MANAGEMENT:

Carlo Missio will manage this project with other WSB staff as support. The City reserves the right to review/reject alternate project manager if workload requires an alternate staff member to take over project management duties.

PROPOSED FEE:

WSB will provide the services as outlined in the Scope of Services above for an hourly not to exceed fee of \$18,696.00.

The proposed scope and fee presented herein represents our complete understanding of the project based on available information. If you have any questions or need additional information, please contact me at (763) 231-4841. Thank you again.

Sincerely,

WSB & Associates, Inc.



Jason L. Amberg, RLA
Principal / Landscape Architecture Group Manager

City of Shakopee

City Administrator

City Clerk

Mayor

Date