



## REPORT/RECOMMENDATION

<b>To:</b> MAYOR AND COUNCIL	<b>Agenda Item #</b> <u>IV. L.</u>
<b>From:</b> Jack Sullivan, PE <i>J.S.</i> Assistant City Engineer	<input checked="" type="checkbox"/> <b>Action</b> <input type="checkbox"/> <b>Discussion</b> <input type="checkbox"/> <b>Information</b>
<b>Date:</b> January 17, 2012	
<b>Subject:</b> Engineering Services For Bike Boulevard Improvements	

**Recommendation:**

Authorize the City Manager to approve the attached proposal for Engineering Services for the Bike Boulevard Improvements.

**Info/Background:**

Staff has recently received approval from MnDOT to proceed with soliciting Request for Qualifications from consultants to provide engineering services for the Bike Boulevard Improvements. The project was delayed by MnDOT in order to gain the necessary authorization by the Federal Highway Administration.

Attached is the proposal from Alliant Engineering for preliminary and final engineering services for the Bicycle Boulevard Project as awarded by Transit for Livable Communities.

Staff solicited Request for Qualifications for this project from the consultant firms of Alliant Engineering, Community Design Group, SEH and WSB and Associates. After reviewing and scoring the returned proposals staff has selected Alliant Engineering, Inc.

Alliant brings considerable experience in planning and implementing of Transit for Livable Communities (TLC) and federal aid projects. They have successfully delivered bike improvement projects with the TLC and the City of Minneapolis.

Staff has contacted Steve Clark, the TLC representative for this project, and he's confident of Alliant Engineering, Inc. expertise in creating a successful project.

**ATTACHMENTS:**

- Agreement for Professional Engineering Services.
- Engineering Proposal for Bicycle Boulevard Project in Edina – Dated January 11, 2012
- ENGINEER'S 2012 Hourly Fee Schedule
- Email correspondence from the Steve Clark - TLC

# AGREEMENT FOR ENGINEERING SERVICES

**THIS AGREEMENT** is made on the \_\_\_\_\_ day of \_\_\_\_\_, 2012, between the **CITY OF EDINA**, a Minnesota municipal corporation (“CITY”), and **ALLIANT ENGINEERING, INCORPORATED**, a Minnesota corporation (“ENGINEER”).

The CITY and the ENGINEER agree as follows:

1. **Contract Documents.** The ENGINEER agrees to provide engineering services to the CITY in accordance with the following contract documents which are incorporated herein by reference:
  - A. This Agreement for Engineering Services.
  - B. ENGINEER’S Proposal for Bicycle Boulevard Project in Edina including attachments “A” and “B” dated January 11, 2012.
  - C. ENGINEER’S Fee Schedule dated \_\_\_\_\_, 2012.

In the event of conflict among the documents, the conflict shall be resolved in descending order of priority, with the document listed first having the highest priority and the document listed last having the lowest priority.

2. **Compensation.** ENGINEER shall be paid on an hourly basis in accordance with the Fee Schedule and shall be reimbursed for out-of-pocket expenses without mark-up. The total cost, however, including out-of-pocket expenses, and taxes, if any, may not exceed \$30,000.00. This not to exceed cost shall not be adjusted even if the estimated hours to perform a task, the estimated number of meetings or any other estimate or assumption are exceeded.
3. **Method of Payment.** ENGINEER may request progress payments as the work is performed. The CITY will normally make payment within thirty-five (35) days of receipt of a properly itemized bill.
4. **Change Orders.** All change orders, regardless of amount, must be approved in advance and in writing by the Edina City Council. No payment will be due or made for work done in advance of such approval.
5. **Warranty.** ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections resulting from errors and omissions on the part of ENGINEER without additional compensation. ENGINEER shall exercise the same degree of care, skill, and diligence in the performance of the services as is ordinarily

possessed and exercised by a professional engineer under similar circumstances. No other warranty, expressed or implied, is included in this Agreement or in any drawing, specification, report, or opinion produced pursuant to this Agreement.

6. **Subcontractor.** ENGINEER shall not enter into subcontracts for services provided under this Agreement without the express written consent of the CITY. The ENGINEER shall pay any subcontractor involved in the performance of this Agreement within ten (10) days of the ENGINEER'S receipt of payment by the CITY for undisputed services provided by the subcontractor. If the ENGINEER fails within that time to pay the subcontractor any undisputed amount for which the ENGINEER has received payment by the CITY, the ENGINEER shall pay interest to the subcontractor on the unpaid amount at the rate of 1-1/2 percent per month or any part of a month. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10. For an unpaid balance of less than \$100, the ENGINEER shall pay the actual interest penalty due to the subcontractor. A subcontractor who prevails in a civil action to collect interest penalties from the ENGINEER shall be awarded its costs and disbursements, including attorney's fees, incurred in bringing the action.
7. **Independent Contractor.** The CITY hereby retains the ENGINEER as an independent contractor upon the terms and conditions set forth in this Agreement. The ENGINEER is not an employee of the CITY and is free to contract with other entities as provided herein. ENGINEER shall be responsible for selecting the means and methods of performing the work. ENGINEER shall furnish any and all supplies, equipment, and incidentals necessary for ENGINEER'S performance under this Agreement. CITY and ENGINEER agree that ENGINEER shall not at any time or in any manner represent that ENGINEER or any of ENGINEER'S agents or employees are in any manner agents or employees of the CITY. ENGINEER shall be exclusively responsible under this Agreement for ENGINEER'S own FICA payments, worker's compensation payments, unemployment compensation payments, withholding amounts, and/or self-employment taxes if any such payments, amounts, or taxes are required to be paid by law or regulation.
8. **Non-Discrimination.** During the performance of this Agreement, the ENGINEER shall not discriminate against any employee or applicants for employment because of race, color, creed, religion, national origin, sex, sexual orientation, marital status, status with regard to public assistance, disability, or age. The ENGINEER shall post, in places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The ENGINEER shall incorporate the foregoing requirements of this paragraph in all of its subcontracts for program work, and will require all of its subcontractors for such work to incorporate such requirements in all subcontracts for program work.
9. **Assignment.** Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

10. **Indemnification.** The ENGINEER shall indemnify and hold harmless the CITY, its officials, agents, and employees, of and from any and all claims, demands, actions, causes of action, including costs and attorney's fees, arising out of or by reason of the execution or performance of the work or services provided for herein, to the extent caused by the negligent acts, errors or omissions, willful misconduct, or breach of any substantive provision of this Agreement by the ENGINEER, its officials, agents or employees in the execution, performance, or failure to adequately perform the ENGINEER'S obligations pursuant to this Agreement.

11. **Insurance.**

A. **General Liability.** During the term of this Agreement, ENGINEER shall maintain a general liability insurance policy with limits of at least \$2,000,000 for each person, and each occurrence, for both personal injury and property damage. This policy shall name the CITY as an additional insured for the services provided under this Agreement and shall provide that the ENGINEER'S coverage shall be the primary coverage in the event of a loss.

B. **Worker's Compensation.** The ENGINEER shall secure and maintain such insurance as will protect ENGINEER from claims under the Worker's Compensation Act and from claims for bodily injury, death, or property damage which may arise from the performance of ENGINEER'S services under this Agreement.

C. **Professional Liability Insurance.** The ENGINEER shall secure and maintain a professional liability insurance policy. Said policy shall insure payment of damages for legal liability arising out of the performance of professional services for the CITY, in the insured's capacity as ENGINEER, if such legal liability is caused by an error, omission, or negligent act of the insured or any person or organization for whom the insured is legally liable. Said policy shall provide minimum limits of \$2,000,000 with a deductible maximum of \$125,000. The policy shall also insure the indemnification obligation contained in Paragraph 10 above.

D. **Certificate of Insurance.** A certificate of insurance on a form acceptable to the CITY which verifies the existence of this insurance coverage must be provided to the CITY before work under this Agreement is begun.

12. **Records Access.** The ENGINEER shall provide the CITY access to any books, documents, papers, and records which are directly pertinent to the specific contract, for the purpose of making audits, examinations, excerpts, and transcriptions, for three (3) years after final payments and all other pending matters related to this Agreement are closed.

13. **Minnesota Government Data Practices Act.** ENGINEER must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to (1) all data provided by the CITY pursuant to this Agreement, and (2) all data, created, collected, received, stored, used, maintained, or disseminated by the ENGINEER pursuant to this Agreement. ENGINEER is subject to all the provisions of the Minnesota Government Data Practices Act, including but not limited to the civil remedies of Minnesota Statutes Section 13.08, as if it were a government entity. In the event ENGINEER receives a request to release data, ENGINEER must immediately notify CITY. CITY will give ENGINEER instructions concerning the release of the data to the requesting party before the data is released. ENGINEER agrees to defend, indemnify, and hold CITY, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from ENGINEER'S officers', agents', city's, partners', employees', volunteers', assignees' or subcontractors' unlawful disclosure and/or use of protected data. The terms of this paragraph shall survive the cancellation or termination of this Agreement.
14. **Ownership of Documents.** All plans, diagrams, analyses, reports, and information generated in connection with the performance of this Agreement shall become the property of the CITY. The CITY may use the information for its purposes. Any modifications made by the CITY to any of the ENGINEER'S documents without written authorization or adaptation by the ENGINEER will be at the CITY'S sole risk and without liability to the ENGINEER.
15. **Copyright/Patent.** ENGINEER shall defend actions or claims charging infringement of any copyright or patent by reason of the use or adoption of any designs, drawings or specifications supplied by it, and it shall hold harmless the CITY from loss or damage resulting therefrom.
16. **Governing Law/Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota, without giving effect to the principles of conflict of laws. All proceedings related to this contract shall be venued in the Hennepin County District Court.
17. **Permits.** ENGINEER shall obtain all necessary permits required for completion of ENGINEER'S services.
18. **Entire Agreement.** The entire agreement of the parties is contained herein. This Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.
19. **Termination.** CITY may terminate this Agreement without cause by written notice delivered to the ENGINEER. Upon termination under this provision if there is no fault of the ENGINEER, the ENGINEER shall be paid for services rendered and reimbursable

expenses until the effective date of termination. If however, the CITY terminates the Agreement because the ENGINEER has failed to perform in accordance with this Agreement, no further payment shall be made to the ENGINEER, and the CITY may retain another contractor to undertake or complete the work identified in the Contract Documents. If as a result, the CITY incurs total costs for the work (including payments to both the present contractor and a future contractor) which exceed the not to exceed amount specified in the Contract Documents, if any, then the ENGINEER shall be responsible for the difference between the cost actually incurred and the Agreement amount.

**CITY OF EDINA**

**ALLIANT ENGINEERING,  
INCORPORATED**

By: \_\_\_\_\_  
James B. Hovland, Mayor

By: \_\_\_\_\_  
Its: \_\_\_\_\_

By: \_\_\_\_\_  
Scott Neal, City Manager



## Alliant Engineering, Inc.

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January 11, 2012

Mr. Jack Sullivan  
Assistant City Engineer  
City of Edina – Public Works  
7450 Metro Boulevard  
Edina, MN 55439

**RE: Proposal for Bicycle Boulevard Project in Edina**

Dear Mr. Sullivan:

Thank you for the opportunity to submit this proposal to provide preliminary and final engineering services for your Bicycle Boulevard project. Our scope of work, staff hour, and cost estimate detailing our proposed services are included in the following attachments:

- Attachment A: Scope of Work
- Attachment B: Staff Hour and Cost Estimate

Based on our understanding of the project and the project process there are several critical paths to implementing the bicycle boulevard in 2012. Meeting the project schedule is contingent upon timely agency reviews and a quick Mn/DOT State Aid turnaround on any design exceptions submitted. The following outlines key target dates:

- Mid to End February, 2012 – Public Meeting
- March 15, 2012 – Submit updated project memorandum and any design exceptions (if applicable)
- April 1, 2012 – Submit 95% construction plans to Mn/DOT State Aid
- June 1, 2012 – Advertise for bid
- August 15, 2012 – Begin Construction
- September 30, 2012 – Complete Construction

Alliant Engineering will invoice the City of Edina on an hourly basis not to exceed the contract limit of **\$30,000**.

Please contact me (612-767-9340) if you have any questions or need additional information.

Sincerely,  
Alliant Engineering, Inc.

A handwritten signature in black ink, appearing to read 'Michael R. Anderson', is written over a horizontal line.

Michael R. Anderson, PE, PTOE  
Senior Transportation Engineer

The following documents the scope of work for the City of Edina Bike Boulevard project. The bicycle boulevard consists of the following segments:

- 54<sup>th</sup> Street (France Avenue to Wooddale Avenue)
- Wooddale Avenue (54<sup>th</sup> Street to Valley View Road)
- Valley View Road (Wooddale Avenue to TH 62)
- Valley View Road (TH 62 to 69<sup>th</sup> Street)
- Valley View Road (69<sup>th</sup> Street to 70<sup>th</sup> Street)

### **Task 1.0 Document Existing Conditions**

- 1.1 Document street widths (**Edina to provide**).
- 1.2 Obtain Microstation or AutoCad topo files (**Edina to provide**)
- 1.3 Document existing traffic volumes at key intersections and roadway segments (**Edina to provide – where available**)
- 1.4 Conduct existing sign and pavement marking inventory. Pavement markings will be digitized from aerial photography.
- 1.5 Document existing traffic control devices.

*Note: Any bicycle count data required will be provided by the City of Edina.*

### **Task 2.0 Develop Conceptual Layouts**

- 2.1 Develop pencil sketch conceptual alternatives for bicycle boulevard or bicycle lane configurations, based on the existing roadway width, existing issues and alternatives developed working with TLC and City of Edina.
- 2.2 Compare and evaluate conceptual alternatives, where more than one feasible option exists. (Up to three alternatives per segment).
- 2.3 Identify intersection design treatments to improve bicycle operations where appropriate.
- 2.4 Document preferred alternative for each segment.
- 2.5 Identify required MSA design exceptions and/or FHWA request to experiment items.
- 2.6 Prepare preliminary cost estimates for conceptual alternatives, where applicable.

### **Task 3.0 Construction Documents**

- 3.1 Obtain standard construction details, standard specifications and standard plans (**Edina to Provide**). If Edina does not have their own standard details or specifications, then Mn/DOT standards will be utilized.
- 3.2 Obtain CADD standards (if applicable) to be used (Edina to Provide). If Edina does not have their own CADD standards then Mn/DOT CADD standards will be used.

- 3.3 Prepare 95% plan construction documents and submit for Mn/DOT State Aid review. **(Note: our scope of work assumes the construction plan will consist of only roadway signing and pavement marking plans).** The construction plans will include:
- Title sheet / Layout map
  - Sign panel details
  - Sign details
  - Pavement marking details
  - Statement of estimated quantities
  - Sign tab
  - Pavement marking tab
  - Roadway signing and pavement marking removal plan
  - Roadway signing and pavement marking plan
- 3.4 Coordinate with Mn/DOT State Aid. State Aid coordination includes submittal of 95% and 100% construction plans, special provisions, State Aid forms and any parking resolutions required.
- 3.5 Prepare 95% plan special provisions.
- 3.6 Review Mn/DOT State Aid comments and submit 100% construction plans and special provisions for State Aid approval.
- 3.7 Prepare engineer construction cost estimate.
- 3.8 Prepare project bidding manual. **(Note: assumes Edina will provide to Alliant their standard bidding document forms, general conditions and general specifications).**
- 3.9 Update the project memorandum (if necessary), submittal of design exception reports (if necessary) and FHWA request to experiments (if necessary).

*To complete the project scope within the City allocated design budget, our work scope, staff hour and fee does not include the following items.*

- 1. Intersection surveys and utility mapping.*
- 2. Utility locates, plans, utility coordination, utility meetings or utility plan tabulations.*
- 3. SWPPP Documents.*
- 4. Detailed traffic control plans. However, typical MUTCD traffic control layout configuration details will be referenced or included in the plan if applicable.*
- 5. Pavement, curb and gutter or any other roadway or utility construction elements.*
- 6. Roadway sign installation will be shown in the plan at the approximate locations. The City of Edina or the Construction Engineer will field locate the sign posts upon installation to avoid utilities, etc.*
- 7. Corridor alignment plan. Alignments shown in plan will be localized to a control point and will be assumed based on geometric drawings provided by the City of Edina.*
- 8. No cross-sections. Typical sections will be provided in accordance with State Aid requirements.*

9. *Detailed landscape plans. If required by project, minimal landscaping plans could be included.*
10. *Signal design, signal justification reports, or any electrical plans.*
11. *Bidding coordination, bid advertisement or contract award process will be conducted by the city of Edina.*
12. *Construction services, construction inspection or construction engineering.*

#### **Task 4.0 Project Management and Community Involvement**

##### 4.1 Public involvement

- One Public Information Meeting. It is assumed the public information meeting will be held at a point in the project design process where the proposed options are supported by both the City of Edina Public Works and TLC.

##### 4.2 TLC coordination

- Support City staff in coordinating design alternatives with TLC. It is assumed the City will lead the coordination effort. (Assume 3 meetings total).

##### 4.3 Project management coordination

- Weekly discussions between Alliant and City's PM
- Meetings as necessary (assume 1 per month during design phase).

##### 4.4 City Council

- One City Council Meeting. Attend and present at one City Council Meeting. The project will be presented either following the identification of the preferred conceptual alternative or to present the approved construction documents. The timeframe/purpose for the City Council meeting will follow Edina process.

*Note that this task does not include substantial public involvement meeting setup on the contractor's part. The City will be responsible for and not limited to the following: coordination, mailers, meeting location determination and arrangements, and meeting invitation response.*

**Staff Hour and Cost Estimate**

Work Task	Project Manager	Senior Engineer	Project Engineer II	Senior Tech	TOTAL HOURS	ESTIMATED COST BY TASK
	Mike Anderson	Steve Weser	Katie Bruelheide	Kris Sharbono		
	<b>1.0 Document Existing Conditions</b>					
Obtain and Review City provided Data	1		2		3	
Validate Existing Topo and Conduct Sign and Marking Review	1		6	8	15	
Document Existing Data	1		2		3	
<b>SUBTOTAL TASK 1.0</b>	<b>3</b>	<b>0</b>	<b>10</b>	<b>8</b>	<b>21</b>	<b>\$1,860.00</b>
<b>2.0 Develop Conceptual Layouts</b>						
Develop Concept Alternatives	4		16		20	
Develop Comparison Matrix	4		12		16	
Identify Intersection Design Treatments	4		4		8	
Document Preferred Alternatives	2		2		4	
Preliminary Cost Estimates			8			
<b>SUBTOTAL TASK 2.0</b>	<b>14</b>	<b>0</b>	<b>42</b>	<b>0</b>	<b>48</b>	<b>\$5,460.00</b>
<b>3.0 Construction Documents</b>						
Prepare Construction Documents and Specifications	12	24	40	60	136	
Mn/DOT State Aid Coordination	4	12			16	
Project Bidding Manual	4	8			12	
Prepare Estimated Quantities and Cost	2	4	16		22	
Project Memo Update and Design Exception	8					
<b>SUBTOTAL TASK 3.0</b>	<b>30</b>	<b>48</b>	<b>56</b>	<b>60</b>	<b>186</b>	<b>\$18,900.00</b>
<b>4.0 Project Management and Community Involvement</b>						
Public Involvement (1 meeting)	4		4	4	12	
TLC Coordination (3 meetings)	6				6	
Project Management and Coordination (5 meetings)	10				10	
City Council (1 meeting)	4				4	
<b>SUBTOTAL TASK 4.0</b>	<b>24</b>		<b>4</b>	<b>4</b>	<b>32</b>	<b>\$3,540.00</b>
<b>Total Staff Hours</b>	<b>71</b>	<b>48</b>	<b>112</b>	<b>72</b>	<b>287</b>	
<b>ESTIMATED COST</b>						
Average Hourly Rates	\$120	\$120	\$90	\$75		
Estimated Labor	\$8,520	\$5,760	\$10,080	\$5,400		\$29,760.00
Reimbursables (Mileage, Copying, Deliveries)						\$240.00
<b>SUBTOTAL</b>						<b>\$30,000.00</b>
<b>TOTAL ESTIMATED COST NOT TO EXCEED</b>						<b>\$30,000.00</b>

# Rate Category Billing Table List

Thursday, January 12, 2012

12:59:06 PM

Alliant Engineering, Inc.

Table	Employee	Employee Name	Effective Date	Rate Sequence
22	City of Edina	Available for Project Planning		
<b>Organization:</b>				
<b>Principal:</b>				
<b>Project Manager:</b>				
<b>Supervisor:</b>				
<b>Code:</b>				
Category	30	Project Engineer II	90.0000	30
Category	40	Project Engineer I	80.0000	40
Category	50	Landscape Architect II	100.0000	50
Category	81	CADD Tech II	75.0000	81
Category	103	Project Manager	120.0000	103

## Jack Sullivan

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**From:** Steve Clark <stevec@tlcminnesota.org>  
**Sent:** Wednesday, January 11, 2012 5:10 PM  
**To:** Jack Sullivan  
**Cc:** Wayne Houle  
**Subject:** RE: Edina Bike Boulevard

Great. Thanks Jack.

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**From:** Jack Sullivan [<mailto:jsullivan@ci.edina.mn.us>]  
**Sent:** Wednesday, January 11, 2012 4:45 PM  
**To:** Steve Clark  
**Cc:** Wayne Houle  
**Subject:** RE: Edina Bike Boulevard

Steve,

Yes, staff solicited RFQ's from 4 firms (SEH, WSB, CDG and Alliant)

Here is a recap of the 4 firms:

Alliant – Most implementation experience and considerable experience with TLC and federal projects.  
WSB – Considerable federal experience but did not have as much experience with the TLC  
CDG- Considerable experience in planning bike facilities however lacked implantation of projects and federal process.  
SEH- Respectfully declined to submit.

Staff is excited to see the experience that Alliant brings to the project. We fully expect this firm to shepherd this project from planning into implementation in the most efficient manner possible for the City of Edina.

Regards,

jack



**Jack Sullivan, Assistant City Engineer**

952-826-0445 | Fax 952-826-0392

[jsullivan@ci.edina.mn.us](mailto:jsullivan@ci.edina.mn.us) | [www.CityofEdina.com](http://www.CityofEdina.com)

...For Living, Learning, Raising Families & Doing Business

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We're a do.town ... working to make the healthy choice the easy choice!

**From:** Steve Clark [<mailto:stevec@tlcminnesota.org>]  
**Sent:** Wednesday, January 11, 2012 4:28 PM  
**To:** Jack Sullivan  
**Cc:** Wayne Houle  
**Subject:** RE: Edina Bike Boulevard

I haven't looked at this Jack but just curious if you had any other proposals and if you were able to let other potential consultants know about this opportunity.

Alliant does good work, so that is not an issue.

Steve

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**From:** Jack Sullivan [<mailto:jsullivan@ci.edina.mn.us>]  
**Sent:** Wednesday, January 11, 2012 11:16 AM  
**To:** Steve Clark  
**Cc:** [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us)  
**Subject:** FW: Edina Bike Boulevard

Mr. Clark,

Attached is a proposal from Alliant Engineering for the Edina Bike Boulevard TLC project.

Our goal is to have this agreement approved by Council at the January 17, 2012 meeting.

I ask that you review the proposal, especially the delivery dates on the cover sheet, and make any comments prior to this going to Council. The Council packet will need to be sent out to Council by end of the day on Thursday January 12<sup>th</sup>. That is the time I'd like to have comments from you.

Thank you in advance for your review of the proposal.

Regards,

jack



**Jack Sullivan, Assistant City Engineer**

952-826-0445 | Fax 952-826-0392

[jsullivan@ci.edina.mn.us](mailto:jsullivan@ci.edina.mn.us) | [www.CityofEdina.com](http://www.CityofEdina.com)

...For Living, Learning, Raising Families & Doing Business

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We're a do.town ... working to make the healthy choice the easy choice!

**From:** Mike Anderson [<mailto:manderson@alliant-inc.com>]  
**Sent:** Wednesday, January 11, 2012 9:05 AM  
**To:** Jack Sullivan  
**Subject:** RE: Edina Bike Boulevard

Hi Jack,

Attached is our proposal. Let me know if you see any changes. I will be out of the office at meetings from 9:15 until around 2pm today. I can send back any revisions after 2.

Thanks,

Mike

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**From:** Jack Sullivan [<mailto:jsullivan@ci.edina.mn.us>]  
**Sent:** Tuesday, January 10, 2012 1:11 PM  
**To:** Mike Anderson  
**Cc:** [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us); [rknutson@ck-law.com](mailto:rknutson@ck-law.com)  
**Subject:** Edina Bike Boulevard

Mr. Anderson,

Thank you for submitting your proposal for the Request for Qualifications for the Edina Bike Boulevard Project.

Your firm has been selected as the preferred consultant for this project.

Please forward in electronic format a proposal for \$30,000 by 10 am Wednesday January 11, 2012.

I will forward that proposal to our City Attorney, Roger Knutson, for him to draft up an engineering agreement between Alliant and the City of Edina.

Our goal is to get this approved by Council on January 17<sup>th</sup>. In order to accomplish this we'll need to have the proposal and agreement in the council packet by Thursday January 12<sup>th</sup>.

Please email or phone me with any questions.

Regards,

Jack



**Jack Sullivan, Assistant City Engineer**

952-826-0445 | Fax 952-826-0392

[jsullivan@ci.edina.mn.us](mailto:jsullivan@ci.edina.mn.us) | [www.CityofEdina.com](http://www.CityofEdina.com)

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