AGENDA
CHANHASSEN CITY COUNCIL
MONDAY, APRIL 27, 2026
CITY COUNCIL CHAMBERS, 7700 MARKET BOULEVARD

A. 5:30 P.M. - WORK SESSION

Note: Unless otherwise noted, work sessions are held in the Training Room on the main level of City Hall and are open to the public. If the City Council does not complete the work session items in the time allotted, the remaining items will be considered after the regular agenda. **Public comment is not allowed at the work session.**

A.1 Fire Department Space Needs Assessment Follow Up

A.2 Permitted Burning Discussion

A.3 2026 Park Renovation Fund Allocation Discussion

A.4 Future Work Session Schedule

B. 7:00 P.M. - CALL TO ORDER (Pledge of Allegiance)

C. PUBLIC ANNOUNCEMENTS

C.1 Proclamation Designating April 28th, 2026 as Mary Blazanin Day

D. CONSENT AGENDA

All items listed under the Consent Agenda are considered to be routine by the city council and will be considered as one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately. City council action is based on the staff recommendation for each item. Refer to the council packet for each staff report.

D.1 Approve City Council Meeting Minutes dated April 13, 2026

D.2 Approve City Council Work Session Meeting Minutes dated April 13, 2026

D.3 Receive Environmental Commission Minutes dated March 11, 2026

D.4 Receive Planning Commission Minutes dated April 7, 2026

D.5 Receive Economic Development Commission Minutes dated March 10, 2026

D.6 Approve Claims Paid dated April 27, 2026

D.7 Approve a Conditional Use Permit for a Contractor's Yard located at 1480 Park Road

D.8 Award Design Contract for Rehabilitation of Wells 7 and 13

D.9 Accept Bids and Award Contract for the 2026 Sealcoat Project

D.10 Approve 2026 Sanitary and Storm Sewer Televising and Cleaning Contract

D.11 Approve Temporary On-Sale Liquor License, July 2, 3 & 4, 2026, Rotary Club of Chanhassen

D.12 Approve 2026 Chanhassen Farmers' Market Agreement

D.13 Award Chanhassen Community Center Bid Package #1a: Steel Supply & Install

D.14 Resolution 2026-XX: Approve Construction Materials Testing Agreement for the 2026 City Pavement Rehabilitation Project No. 26-01

D.15 Resolution 2026-XX: Approve Construction Materials Testing Agreement for the Market Boulevard Rehabilitation Project No. 25-02

D.16 Resolution 2026-XX: Approve Construction Materials Testing Agreement for the 2026 Great Plains Blvd/Lake Drive East Rehabilitation Project No. 26-02

D.17 Resolution 2026-XX: Accepting a $2,561.31 Donation from the Chanhassen Athletic Association for Lake Ann Park Ballfield 1, 4, and 5 Irrigation Improvements

D.18 Resolution 2026-XX: Authorize Contract for Engineering Design and Construction Services for the 2027 City Pavement Rehabilitation Project (27-01)

D.19 Resolution 2026-XX: Authorize Contract for Engineering Design and Construction Services for the 2027 Lake Riley Blvd Reconstruction Project (27-02)

D.20 Resolution 2026-XX: Authorize Submission for Carver County Community Development Agency Community Growth Partnership Initiative (CGPI) Redevelopment Assistance Grant Application

E. VISITOR PRESENTATIONS

Visitor Presentations requesting a response or action from the City Council must complete and submit the Citizen Action Request Form (see VISITOR GUIDELINES at the end of this agenda).

F. FIRE DEPARTMENT/LAW ENFORCEMENT UPDATE

F.1 2026 Quarter One Fire Department Update

G. PUBLIC HEARINGS

G.1 Resolution 2026-XX: Accept the Bids and Award the Contract for the 2026 City Pavement

Rehabilitation Project; and Resolution 2026-XX: Adopt Final Assessment Roll for the 2026 City Pavement Rehabilitation Project

G.2 Resolution 2026-XX: 7480 Frontier Trail - Easement Acquisition Agreement and Vacation

G.3 Resolution 2026:XX and Ordinance XXX: Consider a Metes & Bounds Subdivision and Rezoning from Rural Residential to Single-Family Residential for the property located at 6651 Galpin Boulevard

H. GENERAL BUSINESS

H.1 Approve Facility Management Agreement for the Chanhassen Community Center with Sports Facilities Companies

I. COUNCIL PRESENTATIONS

I.1 Report on City Manager's Annual Performance Review

J. ADMINISTRATIVE PRESENTATIONS

J.1 First Quarter 2026 Communications Update

K. CORRESPONDENCE DISCUSSION

K.1 Letter to the Metropolitan Council regarding Comprehensive Plan Amendment Policy

K.2 Follow-Up: Chanhassen Citizen Action Request

L. ADJOURNMENT

GUIDELINES FOR VISITOR PRESENTATIONS

Welcome to the Chanhassen City Council Meeting. In the interest of open communications, the Chanhassen City Council wishes to provide an opportunity for the public to address the City Council. That opportunity is provided at every regular City Council meeting during Visitor Presentations.

- Anyone seeking a response or action from the City Council following their presentation is required to complete and submit a Citizen Action Request Form. An online form is available at https://www.chanhassenmn.gov/action or paper forms are available in the city council chambers prior to the meeting.

- A total of thirty minutes is alloted for Visitor Presentations. Priority is given to Chanhassen residents. An additional thirty minutes may be provided after General Business items are complete at the discretion of the City Council.

- Anyone indicating a desire to speak during Visitor Presentations will be acknowledged by the Mayor. When called upon to speak, state your name, address, and topic. All remarks shall be addressed to the City Council as a whole, not to any specific member(s) or to any person who is not a member of the City Council.

- If there are a number of individuals present to speak on the same topic, please designate a spokesperson that can summarize the issue.

- Limit your comments to five minutes. Additional time may be granted at the discretion of the Mayor. If you have written comments, provide a copy to the Council. Comments may also be emailed to the City Council at council@chanhassenmn.gov.

- During Visitor Presentations, the Council and staff listen to comments and will not engage in discussion. Council members or the City Manager may ask questions of you in order to gain a thorough understanding of your concern, suggestion or request.

- Please be aware that disrespectful comments or comments of a personal nature, directed at an individual either by name or inference, will not be allowed. Personnel concerns should be directed to the City Manager.

Members of the City Council and some staff members may gather at Tequila Butcher, 590 West 79th Street in Chanhassen immediately after the meeting for a purely social event. All members of the public are welcome.

City Council Item

April 27, 2026

Item	Fire Department Space Needs Assessment Follow Up	
File No.		**Item No:** A.1
Agenda Section	**5:30 P.M. - WORK SESSION**	
Prepared By	Andrew Heger, Fire Chief	
Reviewed By		

SUGGESTED ACTION

Provide staff with a preferred direction regarding the pursuit and funding of a Community Risk Assessment and Standards of Cover study.

Motion Type	N/A
Strategic Priority	Operational Excellence

SUMMARY

BACKGROUND

Over the past year, the City Council and staff have engaged in a series of discussions regarding fire department facilities and staffing. These conversations have highlighted several key concerns, including effective service delivery, firefighter health and safety, and the ability to plan proactively for continued community growth. Facility needs and staffing needs are tightly interconnected; without adequate facility space, the department will be unable to add the staffing necessary to meet the community's future demand for emergency services.

The space needs assessment presented to the Council on February 23rd, 2026, identified several needs related to firefighter health and safety, training capabilities, and service delivery. Four scenarios were provided, each with preliminary budget estimates. Staff did not identify a preferred option at that time and noted that additional analysis would be required to fully understand the service delivery impacts

associated with each scenario.

To conduct this analysis, staff have developed a plan that includes engaging a consultant to complete a Community Risk Assessment followed by a Standards of Cover study. The Community Risk Assessment is a comprehensive evaluation of all hazards in the community, not limited to fire, which will identify the overall level of risk present across the entire community. The Standards of Cover study will complement this work by evaluating staffing levels and optimal facility placement to reduce identified risks. If authorized, both studies can be completed within the next year.

Upon completion of the Community Risk Assessment and Standards of Cover study, staff will have the information needed to accurately assess service impacts and make a recommendation regarding the space needs assessment. The data and insights gathered will support the development of both a master facility plan and a staffing plan. These plans will be grounded in actual community needs and ensure that future investments are aligned with service expectations and growth.

DISCUSSION

BUDGET

These projects are not currently included in any budget requests. The Community Risk Assessment and Standards of Cover studies are $25,000 each. Council could elect to utilize funding from the capital facilities fund to move both these projects forward in an expedited manner. Another option, which would likely slow the project timing, could be to include both projects as part of the 2027 budget process.

RECOMMENDATION

ATTACHMENTS

Chanhassen_FD_CRA_Proposal

Community Risk Assessment

Consulting Services Proposal

Prepared for:
Chanhassen Fire Department
Chief Andrew Heger

Prepared by:
Emergency Service Perspectives
Brian DesLauriers, Principal Consultant

March 2026

EXECUTIVE SUMMARY

Emergency Service Perspectives (ESP) is pleased to submit this proposal to conduct a Community Risk Assessment (CRA) for the Chanhassen Fire Department. This engagement follows the methodology prescribed by the Center for Public Safety Excellence (CPSE) and the Commission on Fire Accreditation International (CFAI) — the recognized national standard for fire service risk assessment and planning.

The Chanhassen Fire Department serves a growing community of approximately 28,000 residents across 22 square miles in Carver County — a community whose rapid residential and commercial development has outpaced its current fire service infrastructure. Translating that growth into a clear picture of community risk, geographic coverage, and service demand is exactly what the CRA is designed to do — giving department and city leadership the objective data they need to determine what an acceptable level of risk looks like and what resources are required to achieve it.

A formal Community Risk Assessment provides exactly that foundation — data-driven evidence that translates operational realities into language that resonates with elected officials and city administrators. This proposal outlines a community-driven CRA with these key deliverables:

1. A comprehensive Community Risk Assessment identifying fire and non-fire hazards
2. Critical task identification for all risk categories and service types
3. GIS-based risk mapping and response coverage analysis
4. Community profile with demographic, economic, and growth trend analysis
5. Foundation documentation developed in accordance with CPSE/CFAI methodology

Our approach emphasizes collaboration and knowledge transfer, ensuring that department personnel develop the expertise to maintain and update the CRA as a living document that guides data-informed decision making for years to come. ESP proposes to begin this engagement in July 2026, with anticipated completion within 12–16 weeks.

A Standards of Cover (SOC) study — the natural complement to the CRA — is available as an optional add-on engagement, building directly on the work product of this project. Given Chanhassen's current situation, the SOC represents the critical next step in translating CRA findings into formal adopted standards that can drive city action on staffing, station coverage, and response benchmarks. See the Optional Add-On section for details.

INTRODUCTION

About Emergency Service Perspectives

Emergency Service Perspectives (ESP) specializes in providing data-driven analytics and consulting services to fire departments and emergency service agencies. Our team combines decades of fire service experience with advanced geographic information systems (GIS) capabilities and modern data analytics to help departments understand their communities, measure their performance, and plan for the future.

Principal Consultant Brian DesLauriers brings extensive fire service expertise combined with technical proficiency in GIS analysis, database management, and performance measurement systems. This unique combination enables ESP to deliver CRA documents that are both technically rigorous and operationally practical.

Understanding Chanhassen

Chanhassen is a rapidly growing suburban city in the Minneapolis–Saint Paul metropolitan area, situated in Carver County with approximately 28,000 residents and a service area of roughly 22 square miles. The city has experienced sustained residential and commercial growth that has transformed its risk landscape in ways that legacy infrastructure has not kept pace with. The Chanhassen Fire Department faces a diverse and evolving risk profile that includes:

- Expanding residential subdivisions and multi-family developments concentrated in the eastern and central portions of the city
- Commercial and retail corridors along Highway 5 and Powers Boulevard
- The Chanhassen Dinner Theatres — one of the nation's largest professional dinner theatres — representing a significant assembly occupancy risk
- Highway 212, Highway 41, and US-169 corridors with significant commercial vehicle and commuter traffic
- Minnesota Landscape Arboretum and significant natural area parkland with wildland-urban interface considerations
- A Lake Minnewaska lakeshore community with waterfront and recreational emergency response requirements
- Light industrial and office park developments in the northern service area

The department currently operates from a single fire station, and the community has experienced sustained growth in both population and geographic extent. Understanding how that growth has shaped the risk landscape — and where current service demand and coverage capability stand relative to community need — is the core purpose of this engagement. The CRA will give department and city leadership the factual foundation to make informed decisions about what constitutes an acceptable level of risk and what resources are necessary to achieve it.

This reality makes a formal, data-driven Community Risk Assessment not just a best practice — it is the essential first step in building the evidence base that city leadership needs to take meaningful action on response standards, staffing levels, and long-term capital infrastructure planning.

PURPOSE AND VALUE

Why Conduct a Community Risk Assessment?

A Community Risk Assessment serves as the foundational guidance document for a fire department's operations. As defined by the Center for Public Safety Excellence, the CRA process establishes an agency's credibility through data-driven analysis and transparent communication with the community and governing body.

The CRA provides critical value in several key areas:

Risk Identification and Prioritization: Systematically identifies and categorizes fire and non-fire risks throughout the service area, enabling focused resource allocation and community risk reduction efforts.

Performance Baseline: Establishes baseline performance metrics using the industry-standard 90th percentile methodology, creating a framework for continuous improvement and benchmarking against peer agencies.

Resource Deployment Insight: Provides data-driven context for current resource deployment decisions and surfaces geographic coverage patterns and demand concentrations that inform future planning.

Firefighter Safety: Identifies the risk landscape that informs critical tasking requirements, ensuring that sufficient resources are available to safely mitigate incidents across all identified risk categories.

City Leadership Communication: Creates an objective, defensible mechanism for communicating service level gaps and performance expectations to elected officials and city administrators — translating operational realities into data that drives budget and policy decisions.

Methodology

All work conducted under this engagement follows the CPSE/CFAI framework for community risk assessment — the recognized national standard for this type of analysis. Using CFAI 11th Edition methodology ensures that the data collection, risk classification, and documentation processes are rigorous, defensible, and consistent with how leading fire service agencies across the country approach this work. The result is a CRA document that will hold up to scrutiny from city leadership, peer reviewers, and any future planning processes the department chooses to pursue.

SCOPE OF WORK

This project follows the CFAI/CPSE methodology for developing a Community Risk Assessment. The work is organized into four phases, each building upon the previous to create a comprehensive and defensible document.

Phase 1: Project Initiation and Data Collection

Duration: 4–6 weeks | *Target: August 2026*

Objective: Establish the project framework, engage stakeholders, and collect foundational data.

Key Activities:

6. Conduct project kickoff meeting with department leadership and city staff liaison
7. Establish internal stakeholder working group representing all organizational levels
8. Collect three or more years of incident response data from CAD/RMS systems
9. Gather GIS data including parcels, zoning, building footprints, and infrastructure
10. Obtain Census demographic data for community profile and growth trend analysis
11. Review existing department policies, procedures, and response protocols
12. Define fire demand zones (planning zones) for risk analysis across the service area

Phase 2: Community Risk Assessment

Duration: 6–8 weeks | *Target: October 2026*

Objective: Identify, analyze, and categorize all fire and non-fire risks within the service area.

Key Activities:

13. Develop community profile including demographics, economics, and growth projections
14. Conduct physical risk assessment of structures, occupancies, and assembly uses
15. Assess fire risk using probability and consequence methodology
16. Evaluate EMS risk including medical call density and population health factors
17. Identify special hazards including hazardous materials, technical rescue needs, and target hazards
18. Assess critical infrastructure vulnerabilities
19. Develop risk classification categories (Low, Moderate, High, Maximum/Special)
20. Create GIS risk maps for each risk classification, with coverage gap overlays

Phase 3: Stakeholder Engagement

Duration: Concurrent with Phase 2 │ Ongoing throughout project

Objective: Gather input from internal and external stakeholders to ensure community-driven outcomes.

Key Activities:

21. Facilitate internal stakeholder working sessions with department personnel
22. Conduct external stakeholder focus group(s) with community representatives and city leadership
23. Present preliminary findings to department leadership
24. Gather institutional knowledge from experienced personnel
25. Document stakeholder input and incorporate into final analysis

Phase 4: Documentation and Presentation

Duration: 4–5 weeks │ Target: November 2026

Objective: Compile the final CRA document and present findings to stakeholders, including city leadership.

Key Activities:

26. Compile comprehensive Community Risk Assessment document in CFAI 11th Edition format
27. Develop performance statements for each risk classification
28. Create executive summary for Authority Having Jurisdiction (AHJ)
29. Present findings to department leadership and staff
30. Present findings to City Council/AHJ with data-driven case for coverage and staffing action
31. Provide recommendations for ongoing performance monitoring and next steps

OPTIONAL ADD-ON: STANDARDS OF COVER STUDY

The Community Risk Assessment completed in 2026 provides the essential risk intelligence that a Standards of Cover study builds upon. The SOC takes the CRA's findings and translates them into formally adopted deployment and response standards — giving the department and city leadership a documented framework for evaluating current capabilities against community-defined performance objectives.

ESP can conduct a full SOC engagement building directly on the established risk classifications, GIS data, demand zone analysis, and community profile from the CRA — eliminating redundant data collection and accelerating the process. The Standards of Cover study would add the following phases and deliverables:

- Critical task analysis for each risk category and incident type
- Effective Response Force (ERF) determination for fire and EMS incidents
- Response time analysis by component (alarm handling, turnout, travel) at the 90th percentile
- Resource distribution assessment (first-due coverage) and concentration analysis (ERF assembly)
- Identification of performance gaps between current baseline and industry benchmarks
- Benchmark performance goal development and documentation

- Station location modeling — data-driven analysis of coverage alternatives to inform capital planning decisions
- Complete CRA/SOC document package developed in accordance with CPSE/CFAI methodology

Optional Add-On: Standards of Cover Study

For Chanhassen, the CRA and SOC together represent the complete evidence package needed to make the case for infrastructure investment. The CRA documents what the risks are and where coverage gaps exist. The SOC establishes what the department *should* be doing — formally, with adopted benchmarks — and quantifies the gap between current and desired state. Together, they give city leadership no ambiguity about what is needed and why.

Standards of Cover Study Investment: $25,000

DELIVERABLES

Upon completion of this engagement, the Chanhassen Fire Department will receive:

32. Community Risk Assessment Document — A comprehensive document following CFAI 11th Edition format, including community profile, physical risk assessment, probability and consequence analysis, special hazard identification, and risk classification mapping.
33. GIS Risk Maps — Digital and printed maps depicting risk classifications, demand density, geographic coverage gaps, and target hazard distribution across the service area.
34. Performance Statements — Baseline and benchmark statements for all service types and risk categories, formatted per CFAI requirements.
35. Executive Summary Presentation — A presentation-ready summary suitable for City Council and community stakeholder meetings, designed to support conversations on staffing and coverage.
36. ESP Analytics Platform Access — Access to the OMNIA-ONE analytics platform (CRA Module) for ongoing performance monitoring, reporting, and future CRA maintenance.
37. Knowledge Transfer — Training for designated department personnel on maintaining and updating the CRA as a living document.

PROJECT TIMELINE

The following timeline reflects a July 2026 project start. Phases 2 and 3 overlap to maximize efficiency. Actual timeline may vary based on data availability and stakeholder scheduling.

Phase	Duration	Target Completion
Phase 1: Initiation & Data Collection	4–6 weeks	August 2026
Phase 2: Community Risk Assessment	6–8 weeks	October 2026
Phase 3: Stakeholder Engagement	Concurrent	Ongoing

Phase 4: Documentation & Presentation	4–5 weeks	November 2026
Total Project Duration	**12–16 weeks**	**Est. Nov. 2026**

DEPARTMENT RESPONSIBILITIES

The success of this project depends on active collaboration between ESP and the Chanhassen Fire Department. As emphasized by CPSE, the CRA process is most effective when treated as a "team sport" that invites contributions from all levels of the organization.

Project Sponsor

The Fire Chief or designee will serve as the project sponsor, providing overall direction and ensuring organizational commitment to the process.

Internal Stakeholder Working Group

The department will establish a working group of 4–6 members representing various ranks and functional areas. This group will meet regularly throughout the project to provide input, review findings, and ensure buy-in from all organizational levels.

Data Access

The department will provide access to CAD/RMS data, GIS resources, inspection records, and other relevant data sources. ESP will work with department staff to establish secure data transfer protocols.

Stakeholder Coordination

The department will assist in identifying and scheduling external stakeholder participants, including community members, business representatives, and city government officials — particularly those involved in capital planning and budget decisions.

INVESTMENT

The total investment for the Community Risk Assessment is structured to provide comprehensive value while respecting municipal budget constraints.

Service Component	Investment
Phase 1: Project Initiation and Data Collection	$5,000
Phase 2: Community Risk Assessment	$11,000
Phase 3: Stakeholder Engagement	$4,000
Phase 4: Documentation and Presentation	$5,000
ESP Analytics Platform — CRA Annual Update (2027)	Included
Total Community Risk Assessment Investment	**$25,000**

Payment Terms: Invoiced in three installments: 40% upon contract execution, 30% upon completion of Phase 2, and 30% upon final delivery.

Optional Add-On: Standards of Cover Study

The Community Risk Assessment lays the ideal foundation for a Standards of Cover (SOC) study. ESP can conduct a full SOC engagement building directly on the risk classifications, GIS data, and performance baselines established in this project — without duplicating data collection effort.

For Chanhassen, the SOC is the natural next step after the CRA: it establishes formally adopted response standards, quantifies the gap between current capability and community-defined performance objectives, and provides the policy framework that supports informed decision-making on staffing, coverage, and capital planning.

Standards of Cover Study Investment: $25,000

WHY EMERGENCY SERVICE PERSPECTIVES?

Fire Service Expertise

Our team understands fire department operations from the inside. We speak your language and understand the unique challenges of balancing community expectations, resource constraints, and firefighter safety.

Advanced Analytics Platform

Unlike traditional consultants who deliver a static report, ESP provides an ongoing analytics platform that enables continuous performance monitoring. Your CRA becomes a living document that evolves with your community — and the platform positions you to seamlessly integrate a Standards of Cover study when you're ready.

GIS Excellence

Our GIS capabilities enable sophisticated spatial analysis that goes beyond basic mapping. We provide detailed risk visualization, demand density analysis, and geographic coverage assessment that gives departments and city leadership a clear, objective picture of where the community stands today.

CFAI/CPSE Alignment

All work products are developed in strict accordance with CFAI 11th Edition methodology and CPSE best practices — the recognized national standard for fire service risk assessment and planning. This ensures the work is rigorous, defensible, and consistent with how leading departments across the country approach this process.

Local Presence

Based in Minnesota, ESP offers the convenience of local presence combined with national-level expertise. We are committed to being a long-term partner in the Chanhassen Fire Department's continuous improvement journey and its effort to ensure fire service planning keeps pace with community growth.

NEXT STEPS

We welcome the opportunity to discuss this proposal in greater detail and tailor our approach to meet the specific needs of the Chanhassen Fire Department.

Recommended next steps:

- Schedule a meeting to discuss project scope and department priorities
- Review available data sources and GIS infrastructure
- Finalize project timeline and engagement agreement
- Execute contract and begin Phase 1 in July 2026

Thank you for the opportunity to partner with the Chanhassen Fire Department. We are excited to conduct this Community Risk Assessment and build a strong, data-driven foundation that supports meaningful action on staffing, coverage, and long-term community safety planning.

Respectfully submitted,



Brian DesLauriers
Principal Consultant
Emergency Service Perspectives
Email: brian@esp-data.com
Phone: 612-227-5413

City Council Item

April 27, 2026

Item	Permitted Burning Discussion	
File No.		**Item No:** A.2
Agenda Section	**5:30 P.M. - WORK SESSION**	
Prepared By	Andrew Heger, Fire Chief	
Reviewed By		

SUGGESTED ACTION Provide direction to staff regarding permitted burns.	
Motion Type	N/A
Strategic Priority	Operational Excellence

SUMMARY

BACKGROUND

Last September, council and staff engaged in conversations regarding the permitted burning process currently set forth in City Ordinance. Staff highlighted several concerns regarding the current ordinance language and the need to impose additional restrictions on permitted burning. The City Council directed staff to make several revisions to the current ordinance, which were brought back to the December 15th, 2025, meeting for adoption. A Citizen Action Request was brought forth to that meeting, and the council tabled the item for future consideration.

Staff have reviewed the concerns expressed through the Citizen Action Request and would like to discuss further with the City Council to bring forth a resolution to this issue.

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

Permitted Burns Proposed Ordinance
Permitted Burning Presentation

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

ORDINANCE NO. ____

AN ORDINANCE AMENDING CHAPTER 9, ARTICLE III OF THE CHANHASSEN CITY CODE CONCERNING PERMITTED BURNS

THE CITY COUNCIL OF THE CITY OF CHANHASSEN ORDAINS:

SECTION 1. Section 9-32 of the Chanhassen City Code is amended to add the underlined language and delete the ~~strikethrough~~ language as follows:

Sec 9-32 Eligible Properties

Burn permits for residents will only be issued, subject to the requirements of this article, for properties meeting the criteria listed in Sec. 9-34~~in rural portions of the city~~. Burn permits for the purpose of prairie grass restoration conducted by a licensed and Minnesota DNR-approved contractor are allowed in all areas of the city. ~~The figure below indicates which areas of the city are classified as rural, urban, or suburban for determining burn permit eligibility.~~

SECTION 2. Section 9-33 of the Chanhassen City Code is amended to add the underlined language as follows:

Sec 9-33 Application For Permit

To apply for a burn permit an applicant must:

(a) Submit an application on the form provided by the city to the fire chief or fire marshal.

(b) Provide a nonrefundable fee, which shall be imposed in accordance with the fee schedule established by the city council.

(c) If conducting a prairie grass burn larger than one-half an acre, the applicant must first apply for and receive a variance permit from the Minnesota DNR. The applicant must provide a copy of the Minnesota DNR variance permit when applying for a local burning permit.

SECTION 3. Section 9-34 of the Chanhassen City Code is amended to add the underlined language and delete the ~~strikethrough~~ language as follows:

Sec 9-34 Criteria For Approval

Burn permits shall only be issued if the following criteria are met:

~~(a) The applicant has not violated the conditions of a previous burn permit.~~

~~(b) The proposed burn site is on a property shown as eligible to receive a burn permit in Section 9-32.~~

~~(c)~~ (a). The proposed burn site is at least 250 feet from any building.

(b) The proposed burn site is at least 600 feet from any public roadways.

(c) The proposed burn site will not impact any wetlands, as determined by city water resources staff.

(d) The proposed burn site will not impact any bluffs, as determined by city forestry staff.

(e) There is not a practical alternative method for disposal of the materials such as hauling off-site, chipping, or composting.

SECTION 4. Sec. 9-35 of the Chanhassen City Code is amended to add the underlined language and delete the ~~strikethrough~~ language as follows:

Sec 9-35 Conditions

The city may place conditions on any aspect of the burn as deemed necessary to prevent the creation of hazardous conditions or nuisances. All burn permits issued under this article are subject to the following conditions:

(a) The fire must be kept under control and the applicant must assume all responsibility for all damages and costs that may result from burning done under this permit.

(b) The fire must be attended at all times until completely extinguished.

(c) Fires will not be allowed to smolder without flame.

(d) A clean burning device must be used to start fire.

(e) No burning may be conducted during any air quality alert.

(f) No burning may be conducted when the Minnesota Department of Natural Resources places Carver County under restricted, no open burning, or elevated burning restrictions.

~~(f)~~(g) Burning may only be conducted when prevailing winds are blowing away from occupied buildings, roadways, and when wind speeds do not exceed ten mph.

~~(g)~~(h) Leaves, yard waste, grass clippings, paper, cardboard, oils, rubber, plastics, tires, and chemically treated materials such as railroad ties, treated lumber, composite shingles, tar paper, composition board, sheetrock, wiring, paint and hazardous and industrial solid waste may not be burnt.

~~(h)~~(i) The permit must be present and available at the burn site for inspection.

~~(i)~~(j) The fire must be extinguished immediately if the permit is revoked.

(k) Piled brush shall be no larger than 20 feet by 20 feet.

(l) Reasonable accommodations shall be provided for the fire department to access the burn site in the event of an emergency.

SECTION 5. Section 9-36 of the Chanhassen City Code is amended to add the underlined language as follows:

Sec 9-36 Revocation

A burn permit issued under this article may be revoked by the fire chief or their designee if it is determined after an inspection by city staff that the permit holder is in violation of or has violated conditions placed upon the burn permit, or that a burn has been conducted in such a manner as to constitute a public nuisance. Fires that are found to be in violation of the requirements set forth in this chapter are subject to issuance of a misdemeanor citation.

SECTION 6. EFFECTIVE DATE: This ordinance shall be effective immediately upon its passage and publication.

PASSED AND ADOPTED this ___ day of _____, 2025, by the City Council of the City of Chanhassen, Minnesota.

ATTEST:

_____ _____

Jenny Potter, City Clerk Elise Ryan, Mayor

Permitted Burning

April 27th, 2026

Recap

- Council workshop September 22nd, 2025
  - Direction to strengthen existing permitted burn requirements/process
- Council meeting December 15th, 2025
  - Citizen Action Request received
  - Amendments to city code tabled
- Early 2026
  - Citizen Action Request reviewed
  - Proposed requirements revisited by staff

Citizen Action Request-Summary

- Nonrefundable fee
  - Concern of cost
  - Wind, dry weather, air pollution aren’t factored in
- 250-foot structure requirement
  - Seeks clarification of what a building is (lean-to, shed, playset, etc.)
- 600-foot requirement from roadway
  - Concerned that compliance cannot be met
- Reference to the DNR 25-foot setback rule
- Definition of what can be burned, not just what can’t be
- Definition of a clean burning device

Proposed Language-Eligible Properties

- Burn permits for residents will only be issued, subject to the requirements of this article, for properties meeting the criteria listed in Sec. 9-34 ~~in rural portions of the city~~. Burn permits for the purpose of prairie grass restoration conducted by a licensed and Minnesota DNR-approved contractor are allowed in all areas of the city. ~~The figure below indicates which areas of the city are classified as rural, urban, or suburban for determining burn permit eligibility.~~

Proposed Language-Criteria for Approval

~~(a) The applicant has not violated the conditions of a previous burn permit.~~

~~(b) The proposed burn site is on a property shown as eligible to receive a burn permit in Section 9-32.~~

(a) The proposed burn site is at least 250 feet from any building.

(b) The proposed burn site is at least 600 feet from any public roadways.

(c) The proposed burn site will not impact any wetlands, as determined by city water resources staff.

(d) The proposed burn site will not impact any bluffs, as determined by city forestry staff.

(e) There is not a practical alternative method for disposal of the materials such as hauling off-site, chipping, or composting.

Proposed Language-Conditions

(a) The fire must be kept under control and the applicant must assume all responsibility for all damages and costs that may result from burning done under this permit.

(b) The fire must be attended at all times until completely extinguished.

(c) Fires will not be allowed to smolder without flame.

(d) A clean burning device must be used to start fire.

(e) No burning may be conducted during any air quality alert.

(f) No burning may be conducted when the Minnesota Department of Natural Resources places Carver County under restricted, no open burning, or elevated burning restrictions.

(g) Burning may only be conducted when prevailing winds are blowing away from occupied buildings, roadways, and when wind speeds do not exceed ten mph.

(h) Leaves, yard waste, grass clippings, paper, cardboard, oils, rubber, plastics, tires, and chemically treated materials such as railroad ties, treated lumber, composite shingles, tar paper, composition board, sheetrock, wiring, paint and hazardous and industrial solid waste may not be burnt.

(i) The permit must be present and available at the burn site for inspection.

(j) The fire must be extinguished immediately if the permit is revoked.

(k) Piled brush shall be no larger than 20 feet by 20 feet.

(l) Reasonable accommodations shall be provided for the fire department to access the burn site in the event of an emergency.

Proposed Language-Revocation

- A burn permit issued under this article may be revoked by the fire chief or their designee if it is determined after an inspection by city staff that the permit holder is in violation of or has violated conditions placed upon the burn permit, or that a burn has been conducted in such a manner as to constitute a public nuisance. Fires that are found to be in violation of the requirements set forth in this chapter are subject to issuance of a misdemeanor citation.

Fees

- Previously, fees were indicated as a requirement in ordinance but never charged
- Proposed $25 for a short-term permit, less than 30 days
- Proposed $100 for a long-term permit, maximum of six months

Impact

- The proposed revisions will allow some properties who had not previously been able to burn the opportunity to do so.
- The proposed revisions will prevent some properties who had previously been able to burn from doing so.
- Goal is to reduce overall risk in the community.

Questions?

City Council Item

April 27, 2026

Item	2026 Park Renovation Fund Allocation Discussion	
File No.		**Item No:** A.3
Agenda Section	**5:30 P.M. - WORK SESSION**	
Prepared By	Jerry Ruegemer, Park and Recreation Director	
Reviewed By		

SUGGESTED ACTION

The City Council expresses support for the 2026 Park Renovation Park Priorities as recommended by the Park and Recreation Commission, for a replacement playground at Stone Creek Park ($85,000) and supplemental playground equipment at Carver Beach Park ($15,000).

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

The Park and Recreation Commission at your February 24 meeting listened to a Park Renovation Fund presentation from Finance Director, Kelly Grinnell. She outlined the fund's history, current budget, and projected fund balance over the next 3-5 years. The Park Renovation Fund for 2026 will have an allocation of $110,000 for the commission to identify priority projects for the city council to consider and approve. Staff asked the commission to work on creating a list of park priority projects for the next 1-10 years and to identify park priority projects for 2026.

BACKGROUND

The Park Renovation Fund was developed in 2018 with revenues typically transferred from the General Fund to fund a variety of Park improvement projects. When first developed, the fund did not have a dedicated funding source. From 2018 to 2025, a variety of park improvements were completed. In 2022 and 2023, the city transferred funds from the General Fund to complete several playground replacement

projects. The city did not budget any transfers, income, or expenses in 2024 due to the Lake Ann Park Preserve project. In 2025, the City Council adopted a $100,000 levy for this fund, and the Chan Rec Center Pickleball Courts were resurfaced, and the Carver Beach Playground equipment was replaced. With the City Council instituting this new levy, the city will have approximately $700,000 available to fund park improvement projects over the next 5 years.

DISCUSSION

The Park and Recreation Commission reviewed the park priorities list and are formulating a plan to implement higher priority projects over the next 5-10 years. This priority plan continues to evolve and the commission is recommending the following 2026 Park projects be completed within the $110,000 budget.

*Stone Creek Park Playground Replacement	$85,000
*Carver Beach Park Playground Supplemental Equipment	$15,000
Total	$100,000

BUDGET

RECOMMENDATION

Review the recommendation and provide implementation direction to staff.

ATTACHMENTS

2026 Park Priority Projects

2026 Park Priority Projects

On March 24 the Park and Recreation Commission reviewed and discussed the 2026 Park Renovation Fund and what park projects they felt important to prioritize with the $110,000 allocated budget. For 2026, the commission is recommending that the Stone Creek Park Playground be replaced ($85,000). The current playground was installed in 1998 and is currently in year 28 of a 25 year replacement schedule. The commission is also recommending an additional ($15,000) be allocated to supplement additional equipment at the Carver Beach Park Playground.

Looking ahead with the desire to install the playground equipment this fall the following timeline has been created to illustrate the process.

Stone Creek Park Playground

April - Prepare and distribute RFP to Playground Vendors

Assessment & Engagement

- May 26 Neighborhood meeting – Park & Recreation Commission Meeting
- Neighborhood selects favorite playground design/company

June 8 - City Council Approval

- June 10 - Contracts signed & playground equipment ordered
- 8-10 weeks manufacture production schedule

August - Playground equipment delivered

September 1 - Existing playground removed

September 14 - Installation begins (2-3 week build)

October 5-9 - Ribbon Cutting

Carver Beach Park Playground

Assessment & Engagement

- Staff initiated conversation with playground equipment vendor to develop options to supplement container. City has no intention of expanding the container size
- May 26 - Neighborhood meeting – Park & Recreation Commission Meeting

- Neighborhood selects favorite playground design options provided
- Under $20,000 doesn’t need City Council Approval to Purchase Equipment
- Contracts signed & playground equipment ordered
- 8-10 weeks manufacture production schedule

August - Playground equipment delivered

September 1 - Installation begins for 1-2 week duration

City Council Item

April 27, 2026

Item	Future Work Session Schedule	
File No.		**Item No:** A.4
Agenda Section	**5:30 P.M. - WORK SESSION**	
Prepared By	Laurie Hokkanen, City Manager	
Reviewed By	Laurie Hokkanen	

SUGGESTED ACTION N/A	
Motion Type	N/A
Strategic Priority	N/A

SUMMARY

May 11, 2026
- Audit Results Presentation (tentative, may move to June)

May 18, 2026
- Stormwater Ponds Maintenance

June 8, 2026
- Community Center BP #2

June 22, 2026
- City Council Roundtable

BACKGROUND

Staff or the City Council may suggest topics for work sessions. Dates are tentative until the meeting

agenda is published. Work sessions are typically held at 5:30 pm in conjunction with the regular City Council meeting, but may be scheduled for other times as needed.

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

City Council Item

April 27, 2026

Item	Proclamation Designating April 28th, 2026 as Mary Blazanin Day	
File No.		**Item No:** C.1
Agenda Section	**PUBLIC ANNOUNCEMENTS**	
Prepared By	Matt Unmacht, Assistant City Manager	
Reviewed By		

SUGGESTED ACTION

N/A

Motion Type	N/A
Strategic Priority	N/A

SUMMARY

Senior Center Coordinator Mary Blazanin will retire on May 1st, 2026, after many dedicated years of service to the City. Mary was a tireless advocate, innovator, and friend to Chanhassen's 55+ community. In acknowledgment of her outstanding contributions, the city will honor her by proclaiming April 28th, 2026 as Mary Blazanin Day.

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

Mary Blazanin Day Proclamation

Proclamation

OFFICE OF THE MAYOR

MARY BLAZANIN DAY PROCLAMATION

APRIL 28, 2026

WHEREAS, Mary Blazanin began her service to the City of Chanhassen in 2018 and served as a tireless advocate, innovator and friend to our 55+ community members; and

WHEREAS, Mary has consistently demonstrated an extraordinary level of heart and empathy, going far beyond the requirements of the role to treat every member of our senior community like family; and

WHEREAS, During the unprecedented challenges and isolation brought on by the COVID-19 pandemic, Mary served as a vital lifeline, personally checking in on residents to ensure that their safety, health and spirits remained high; and

WHEREAS, During the construction of the new Senior Center, Mary played a key role in successfully transitioning programs and services to the Recreation Center while maintaining a strong sense of community. Through her leadership and dedication, she helped bring the vision of the new Senior Center to life, culminating in a successful grand opening that created an enhanced space for connection and engagement for Chanhassen's older adults; and

WHEREAS, Mary was a valued and trusted colleague whose warmth, calm demeanor and genuine kindness positively impacted those around her and her generous and caring nature made her not only an exceptional teammate but also a source of support, encouragement and positivity for coworkers across the organization; and

WHEREAS, Mary's selfless service has significantly improved the quality of life for Chanhassen's older adults, proving that a single dedicated individual can strengthen the fabric of an entire city; and

WHEREAS, As Senior Center Coordinator, Mary provided mentorship, friendship and compassionate leadership to the many older adults, volunteers and staff members who passed through the doors of the Senior Center. Her willingness to share time, experience and encouragement helped build a welcoming community, enriched the lives of participants and strengthened the programs and services that supported the City of Chanhassen's aging community; and

RESOLVED, I, Mayor of the City of Chanhassen, do hereby designate the 28th of April, 2026, as Mary Blazanin Day. On behalf of Chanhassen seniors, employees and the community alike, this day shall pay tribute to and recognize the substantial contributions Mary has made to protect our community's health, safety and quality of life.

Elise Ryan

Mayor Elise Ryan

April 27, 2026

CITY OF CHANHASSEN

City Council Item

April 27, 2026

Item	Approve City Council Meeting Minutes dated April 13, 2026	
File No.		**Item No:** D.1
Agenda Section	**CONSENT AGENDA**	
Prepared By	Jenny Potter, City Clerk	
Reviewed By		

SUGGESTED ACTION "The Chanhassen City Council approves the City Council Meeting minutes dated April 13, 2026."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

Staff recommends that the Chanhassen City Council approve the City Council Meeting minutes dated April 13, 2026.

ATTACHMENTS

City Council Meeting minutes dated April 13, 2026

CHANHASSEN CITY COUNCIL
REGULAR MEETING
MINUTES
APRIL 13, 2026

Mayor Ryan called the meeting to order at 7:00 p.m. The meeting was opened with the Pledge of Allegiance.

COUNCIL MEMBERS PRESENT: Mayor Ryan, Councilmember McDonald, Councilmember Schubert, Councilmember von Oven, and Councilmember Kimber.

COUNCIL MEMBERS ABSENT: None.

STAFF PRESENT: Laurie Hokkanen, City Manager; Charlie Howley, Public Works Director/City Engineer; Eric Maass, Community Development Director; Patrick Gavin, Communications Manager; Jerry Ruegemer, Park & Recreation Director; Kelly Grinnell, Finance Director

PUBLIC PRESENT:
The Vantage Public Policy Student Group from Minnetonka High School
Brad Barickman, RJM Construction

PUBLIC ANNOUNCEMENTS: None.

CONSENT AGENDA: Councilmember McDonald moved, Councilmember von Oven seconded that the City Council approve the following consent agenda items 1 through 18 pursuant to the City Manager's recommendations:

1. Approve City Council Minutes dated March 23, 2026

2. Approve City Council Work Session Meeting Minutes dated March 23, 2026

3. Receive Park and Recreation Commission Minutes dated February 24, 2026

4. Receive Planning Commission Minutes dated March 17, 2026

5. Receive Commission on Aging Minutes dated February 20, 2026

6. Approve Claims Paid dated April 13, 2026

7. Arbor Day Proclamation

8. Approve Site Plan for an Addition to Minnetonka Middle School West

9. Approve the Civic Campus Outdoor Site Furnishing Quote with Landscape Forms, Inc., in the amount of $103,908.62

10. Approve Construction Services Scope Amendment to the Professional Services Agreement with Short Elliot Hendrickson Inc (SHE) for the Lake Ann Park Preserve project

11. Approve a Massage Therapy Business License for a new owner of Hand and Stone Massage and Facial Spa located at 858 West 78th Street

12. Resolution 2026-24: Call for the Assessment Hearing for the 2026 City Pavement Rehabilitation Project No. 26-01

13. Resolution 2026-25: Authorize a contract for Geotechnical Services for the 2027 Rehabilitation Projects

14. Resolution 2026-26: Grant agreement with MCES for municipal infiltration/inflow

15. Resolution 2026-27: Approve Year-End Transfers

16. Resolution 2026-28: Approve Interfund Loans for the Fiscal Year 2025

17. Resolution 2026-29: Authorize Submission for Carver County Community Development Agency Community Growth Partnership Initiative (CGPI) Technology Assistance Grant Application

18. Ordinance 759: Amending Chapters 1 and 20, Updating Sign Definitions and Regulations

All voted in favor, and the motion carried unanimously with a vote of 5 to 0.

VISITOR PRESENTATIONS.

The Vantage Public Policy Student Group from Minnetonka High School provided an overview of the Vantage Program and its goals for the project. They provided survey results for the demographics of the duration of residency in Chanhassen, age, and sex. Another student summarized the survey results about City Council meeting attendance and the reasons behind the lack of attendance as applicable. Another student explained the deliverable result, which was an AI Chat Tool called the Chan Chatter, and provided a demonstration. The students reviewed the different facts that they learned about Chanhassen during the project.

FIRE DEPARTMENT/LAW ENFORCEMENT UPDATES. None.

PUBLIC HEARINGS.

1. **Market Boulevard Improvement Project: Assessment Hearing/Award Construction Contract/No Parking Resolution**

Charlie Howley, Public Works Director/City Engineer, provided an overview of the Market Boulevard Improvement Project. He provided background work leading up to the project and noted that the city received one bid for the project on March 26, 2026. He summarized the regional downtown water reuse, which would be utilized as irrigation for the Civic Campus and City Center Park athletic field. He noted that they received an MPCA Climate Resiliency Grant for the innovative smart pond. He explained the staging phase one of the project, which they want to complete by mid-June, ahead of the 4th of July. He reviewed the staging of phases two and three and noted that all phases should be complete by the end of October. He explained the no parking for the project, which would be added on both sides of Market Boulevard north of West 78th Street to Chan View. He summarized the bid results and noted that it came in eight percent over the estimate, but VE items had been identified to bring the costs down. Mr. Howley explained the project funding sources. He explained the assessment amounts, which were determined by the front footage methodology. He summarized the public feedback received about the project. He stated that the future City Council actions include establishing a TIF Note, revising the Special Agreement Assessment, and awarding a contract for the entry monument construction.

Mayor Ryan opened the public hearing. There were no public comments.

Mayor Ryan closed the public hearing.

Mayor Ryan thanked the City staff and the City Council for all of their work contributions to the project. She voiced support for the local contractor completing the project.

Councilmember Kimber moved, Councilmember Schubert seconded that the Chanhassen City Council adopt a resolution awarding the construction contract to Valley Paving and adopting the assessment role for the Market Boulevard Rehabilitation Project, City Project Number 25-02; and further adopts a resolution establishing No Parking on both sides of Market Boulevard between west 78th Street and Chan View. All voted in favor, and the motion carried unanimously with a vote of 5 to 0.

GENERAL BUSINESS.

1. Award Chanhassen Community Center Bid Package #1

Brad Barickman, RJM Construction, summarized bid package #1 for the Chanhassen Community Center. The bid project would include concrete and utilities, which have longer lead times and require earlier action to reserve production slots.

Mayor Ryan asked him to explain the lead time. Mr. Barickman answered that the pre-cast wall panels' lead time due to the significant increase of data centers in the. The current average lead time was in excess of six months, so they wanted to get in front of this time period. He discussed

the lead time for structural rebar and noted that they should be able to start construction after bid package number two.

Councilmember von Oven moved, Councilmember McDonald seconded that the Chanhassen City Council moves to award Bid Package #1 for the Chanhassen Community Center to RJM Construction, in the amounts of: $3,031,200 for Donald R. Frantz, $6,672,160 to Wells, and $1,664,410 to MN Utilities as part of the Construction Manager at Risk (CMAR) delivery method, and authorize the City Manager to execute the necessary documents. This award does not establish the Guaranteed Maximum Price (GMP), which will be brought forward for the City Council approval at a later date. All voted in favor, and the motion carried unanimously with a vote of 5 to 0.

COUNCIL PRESENTATIONS. None.

ADMINISTRATIVE PRESENTATIONS.

Mayor Ryan voiced support and pride in the reports completed by these two departments.

1. **2025 Community Development Department Annual Report and 2026 Work Plan**

2. **2025 Park and Recreation Department Annual Report**

CORRESPONDENCE DISCUSSION.

1. **City Manager Annual Performance Review**

Councilmember Schubert moved, Councilmember McDonald seconded to adjourn the meeting. All voted in favor, and the motion carried unanimously with a vote of 5 to 0. The City Council meeting was adjourned at 8:20 p.m.

Submitted by Laurie Hokkanen
City Manager

Prepared by Jenny Potter
City Clerk

City Council Item

April 27, 2026

Item	Approve City Council Work Session Meeting Minutes dated April 13, 2026	
File No.		**Item No:** D.2
Agenda Section	**CONSENT AGENDA**	
Prepared By	Jenny Potter, City Clerk	
Reviewed By		

SUGGESTED ACTION "The Chanhassen City Council approves the City Council Work Session Meeting minutes dated April 13, 2026."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

Staff recommends that the Chanhassen City Council approve the City Council Work Session Meeting minutes dated April 13, 2026.

ATTACHMENTS

City Council Work Session Meeting minutes dated April 13, 2026

CHANHASSEN CITY COUNCIL
WORK SESSION
MINUTES
April 13, 2026

Mayor Ryan called the work session to order at 5:30 p.m.

COUNCIL MEMBERS PRESENT: Mayor Ryan, Councilmember McDonald, Councilmember von Oven, Councilmember Kimber, Councilmember Schubert

COUNCIL MEMBERS ABSENT:

STAFF PRESENT: Laurie Hokkanen, City Manager; Charlie Howley, Public Works Director/City Engineer; Patrick Gavin, Communications Manager; Eric Maass, Community Development Director; Jerry Ruegemer, Parks Director; Kelly Grinnell, Finance Director

PUBLIC PRESENT: Brad Barickman, RJM Construction

Sketch Plan Review for commercial development at the northeast corner of Lyman Boulevard and Powers Boulevard

Eric Maass, Community Development Director, discussed a preliminary sketch plan for a potential commercial development at the northeast corner of Lyman Boulevard and Powers Boulevard, an early step in what may become a future redevelopment of two existing residential properties. The concept, brought forward by Northland Real Estate Group, included two commercial buildings, one with a drive-through, and would require a Comprehensive Plan amendment and rezoning to move forward.

City Council feedback focused on high-level considerations, including traffic impacts along Lyman Boulevard, potential noise and compatibility with nearby residential areas, and preservation of existing trees on the site. While there was no clear consensus, Council generally expressed cautious openness to exploring a commercial designation, with several members indicating that a Neighborhood Business zoning district would be the most appropriate fit if the project advances.

Chanhassen Community Center Bid Package #1

Laurie Hokkanen, City Manager and Brad Barickman, RJM Construction, the city's construction manager, provided an overview of the first bid package, which focuses on securing key early components of the project with longer lead times. The package includes three primary contracts: structural concrete, precast concrete wall panels and site utilities. In total, 15 bids were received across the three categories, with approximately five bids per category. All recommended bids came in at or below previously established cost estimates, reflecting a strong and competitive bidding environment.

The City Council discussed the importance of advancing these early packages to secure materials and maintain the overall construction schedule, particularly given extended lead times for precast wall panels, which can exceed five to six months. The approval allows work to begin on early-phase elements while additional bid packages, including remaining project components and alternates, are refined and brought forward for consideration later this year, with Bid Package #2 expected in June.

Sign Code Ordinance

Eric Maass, Community Development Director gave an overview of an ordinance amending Chapters 1 and 20 of the City Code to update sign definitions and regulations, following several months of work that included multiple Planning Commission meetings and public hearings.

The updates will make several changes to modernize and clarify the city's sign code. Signage opportunities would be expanded across commercial zoning districts, allowing canopy, awning and projecting signs in areas such as Downtown, Highway Business, Neighborhood Business , and other commercial districts. The ordinance also introduces clearer definitions for "window signs" and "window coverings," helping distinguish between signage and materials used for privacy or screening.

The Planning Commission recommended that window signs be allowed in 50% of a business's windows and that those window signs could occupy up to 50% of the area of the window in which it is located. Following discussion amongst the City Council related to comparable cities regulations around window sign size allowances, the City Council directed staff to update standards for window signage, establishing that up to 50% of a business's windows may contain signage, with each window limited to 30% coverage. Entrance doors are exempt from these limits. Additional provisions clarify that window signage may not blink, flash or be excessively bright. The ordinance also updates regulations for nonconforming signs, requiring that when signs are replaced beyond normal maintenance, they must be brought into compliance with the current code.

Other changes focus on improving implementation and consistency, including allowing temporary signs without a permit, establishing clearer standards for site signage , and addressing content-based regulations to ensure compliance with First Amendment considerations. Overall, the updates are intended to provide greater flexibility for businesses while maintaining a consistent and high-quality visual environment across the city.

City Council Roundtable

The City Council held its quarterly roundtable discussion during the work session. Several Citizen Action Requests were discussed, along with updates on previously raised topics.

A citizen request related to immigration enforcement policies and city cooperation with federal authorities prompted discussion about recent outreach to federal officials. Mayor Ryan noted that the city remains in regular communication with Congressman Tom Emmer's office regarding ICE-related matters, but there was no consensus to move forward with a resolution or to pursue the establishment of a Human Rights Commission.

Regarding participation in the Safe & Stable Coalition, the mayor noted that the city is an ally but not a formal, dues-paying member, participating in periodic updates but not contributing financially or taking formal policy positions. Activity within the coalition has been minimal and no additional action was recommended at this time.

A request to explore tree planting and native landscaping efforts along 78th Street is moving forward, with a resident working directly with city staff on potential opportunities and coordination. Council expressed general support for continued collaboration on these efforts.

The roundtable also included discussion of traffic concerns related to a recent highway closure, with staff actively coordinating with Carver County on signage, enforcement , and other mitigation efforts.

Mayor Ryan adjourned the work session at 6:57 P.M.

Submitted by Laurie Hokkanen
City Manager

Prepared by Jenny Potter
City Clerk



City Council Item

April 27, 2026

Item	Receive Environmental Commission Minutes dated March 11, 2026	
File No.		**Item No:** D.3
Agenda Section	**CONSENT AGENDA**	
Prepared By	Amy Weidman, Senior Admin Support Specialist	
Reviewed By		

SUGGESTED ACTION "The Chanhassen City Council receives Environmental Commission Minutes dated March 11, 2026."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

Environmental Commission Minutes dated March 11, 2026

Chanhassen Environmental Commission (EC)
6:00 pm
March 11, 2026

Members Present: Chair Scott Grefe, Leslie Elhadi, Paget Pengelly, Sidney Lindmark, Glenn Stolar, Tanvi Akuthota

Members Absent: Vice Chair John Stutzman

Staff Present: Jamie Marsh, Environmental Resource Specialist

Visitors: None

Call to Order
The meeting was called to order at 6:01 p.m.

Minutes
The commissioners reviewed the minutes. Commissioner Pengelly moved to approve the minutes, and Commissioner Elhadi seconded. The motion passed 6-0.

Discussion Items

1. Communication Strategies
The commission discussed using flash vote as a way to seek input to guide topics for the commission events. The flash vote is a tool that is used very conservatively by the city. The commissioners discussed that a potential question could be centered around, "how many people are aware of the Environmental Commission."

One option could be to collaborate with other commissions to aid in receiving approval for the flash vote. The questions need to be crafted intentionally to gather information that is helpful. The commission expressed interest in getting to know the other commissions. Ms. Marsh suggested revisiting the subject in May.

2. Arbor Day Planning
Ms. Marsh announced that this year's tree planting event will be at South Lotus Lake Park on Saturday, May 2 at 9 a.m. This park was selected due to recent ash tree removals and a trail project. This year, the trees will be in containers rather than bare root. The event begins with a planting demonstration, followed by the tree plantings. The commissioners arrive early for preparations. Usually about 20 trees are planted.
They discussed the campaign to advertise the event, and ways to reach out to youth groups and service groups to invite volunteers. Light refreshments are provided. They will bring milkweed seed bombs, frisbees and tree seedlings. The intent is to keep the event simple and focused on tree planting.

Commission Presentations:
Chair Grefe advised that he was on the interview panel, but nobody was appointed to the Environmental Commission. The commissioners discussed the process. The next round of applicants will be interviewed March 23. Chair Grefe isn't available to attend. Vice Chair Stutzman will be invited, and Commissioner Pengelly is able to attend if he is not available.

Upcoming Items and Events
Ms. Marsh shared that she is working to secure a date for the next Environmental Trivia. Once the date and location are secured, the questions and prizes are in place.
The Arbor Day poster contest is coming up. The July 3 Business Expo will be discussed at a future meeting. The spring paper shredding and garden tool swap events are both scheduled for May.
Chair Grefe and the other commissioners thanked Commissioner Elhadi for her years of service on the commission. Today is her final meeting.

Adjournment

Commissioner Elhadi moved to adjourn the meeting. The motion was carried, and the meeting adjourned at 6:59 p.m.

Minutes prepared by Amy Weidman, Senior Administrative Support Specialist

Minutes Submitted by Jamie Marsh, Environmental Resource Specialist

City Council Item

April 27, 2026

Item	Receive Planning Commission Minutes dated April 7, 2026	
File No.		**Item No:** D.4
Agenda Section	**CONSENT AGENDA**	
Prepared By	Amy Weidman, Senior Admin Support Specialist	
Reviewed By		

SUGGESTED ACTION "The Chanhassen City Council receives the Planning Commission minutes dated April 7, 2026."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

The City Council receives the Planning Commission minutes dated April 7, 2026.

ATTACHMENTS

Planning Commission minutes dated April 7, 2026

CHANHASSEN PLANNING COMMISSION
REGULAR MEETING
MINUTES
APRIL 7, 2026

CALL TO ORDER:
Chair Noyes called the meeting to order at 6:00 p.m.

MEMBERS PRESENT: Chair Eric Noyes, Steve Jobe, Jeremy Rosengren, Ryan Soller, and Dave Grover.

MEMBERS ABSENT: Mike Olmstead and Katie Trevena.

STAFF PRESENT: Rachel Arsenault, Associate Planner; Jenny Potter, City Clerk; and Eric Maass, Community Development Director.

PUBLIC PRESENT:

Steve and Wendy Buresh	6651 Galpin Boulevard
Nolan Lepel	123 2nd Ave Northwest
Al Steinhagen	8815 Tiller Avenue
Jason Kleinprintz	MGM
Vernelle Clayton	Market Square

ADMINISTRATIVE PRESENTATIONS:

1. PLANNING COMMISSION APPOINTMENT & OATH OF OFFICE

City Clerk Jenny Potter administered the oath of office for Eric Noyes and Steve Jobe for a three-year term ending March 31, 2029.

2. ELECTION OF CHAIR AND VICE-CHAIR

Commissioner Soller moved, Commissioner Rosengren seconded that the Chanhassen Planning Commission motions to elect Eric Noyes as Chair and Steve Jobe as Vice Chair. All voted in favor and the motion carried unanimously with a vote of 5 to 0

3. ADOPTION OF BYLAWS

Community Development Director Eric Maass gave a summary of the revision to the bylaws to modify the meeting curfew from 10:30 p.m. to 9:00 p.m.

Commissioner Jobe moved, Commissioner Grover seconded that the Chanhassen Planning Commission adopts the 2026 City of Chanhassen Planning Commission bylaws. All voted in favor and the motion carried unanimously with a vote of 5 to 0.

PUBLIC HEARINGS:

1. CONSIDER A REQUEST TO REZONE THE PROPERTY LOCATED AT 6651 GALPIN BOULEVARD FROM RURAL RESIDENTIAL TO SINGLE-FAMILY RESIDENTIAL

Associate Planner Rachel Arsenault reviewed the rezoning request for 6651 Galpin Boulevard. She noted that the present zoning was rural residential, and the lot was 2.5 acres and heavily wooded. She said that the rezoning request was to move from rural residential to single-family residential. She noted that the single-family residential district (RSF rezoning request matched the 2040 Comprehensive Plan. She said that the staff reviews the rezoning request according to six different criteria and this proposal met the requirements of City Code.

Chair Noyes opened the public hearing. There were no public comments.

Chair Noyes closed the public hearing.

Commissioner Grover moved, Commissioner Jobe seconded that the Chanhassen Planning Commission recommends that the City Council approve rezoning the property located at 6651 Galpin Boulevard from Rural Residential to Single-Family Residential. All voted in favor and the motion carried unanimously with a vote of 5 to 0.

2. CONSIDER A CONDITIONAL USE PERMIT FOR A CONTRACTOR'S YARD AT 1480 PARK ROAD

Mrs. Arsenault reviewed the proposed site plan from the applicant for a contractor's yard at 1480 Park Road. She said a new fence and landscaping screening were required to meet the F4 and buffer yard D requirements. She explained that the fence should be placed behind the curb, should be 8 feet tall and 95% opaque. She said that the applicant proposed a new sumped catch basin to capture sediment prior to discharging off-site, which would require O&M approval. She noted the additional pavement improvements, curb, gutter, and new stripping, and said that five trees would be removed and replaced on site. She explained that the staff reviewed the City Code Section 20-289 contracting yard requirements, this proposal met the requirements of City Code.

Commissioner Rosengren asked about lighting requirements from a previous project at 2100 Stoughton and if the same would apply in this instance. Mrs. Arsenault responded that the City of Chaska bordered 2100 Stoughton on three sides, so as a condition it was required to align with their City Code as well as Chanhassen City Code.

Chair Noyes asked if there were inspections of storage yards to make sure that the requirements are being met. Mrs. Arsenault answered that a conditional use permit requires a yearly inspection, completed by city staff.

Commissioner Jobe asked about the six-foot high fence at a different property and what the standard fence size was for a contractor yard. Mr. Maass responded that the other property also had an 8-foot-tall fence requirement.

Chair Noyes opened the public hearing. There were no public comments.

Chair Noyes closed the public hearing.

Commissioner Soller asked if there was a diversity requirement for the trees that would be planted. Mrs. Arsenault answered that diversity requirements apply to this project.

Commissioner Soller asked if that would be a part of the conditions. Mrs. Arsenault confirmed this information.

Commissioner Rosengren moved, Commissioner Grover seconded that the Chanhassen Planning Commission recommends approval of the conditional use permit for a contractor's yard at 1480 Park Road, subject to staff conditions. All voted in favor and the motion carried unanimously with a vote of 5 to 0.

3. ORDINANCE XXX: AMENDING CHAPTERS 1 AND 20, UPDATING SIGN DEFINITIONS AND REGULATIONS

Mrs. Arsenault reviewed the sign code change proposals and noted that the first four proposed changes were reviewed on March 3. She stated that the next three proposed changes were identified and addressed after the meeting. She said that the expanded signage opportunities would expand the ability to add awnings, canopies, and projecting signs to all commercial zoning districts. She clarified the definitions for window sign and window covering. She provided example photos of a window sign, a window covering, and a combination of the two for future application. She provided an overview of the proposed code for both.

Chair Noyes asked if the changes addressed the issues discussed at the March 3 meeting. Commissioner Jobe responded that the changes addressed the issues.

Commissioner Jobe asked for clarification on the 30% for non-window cover and if it was for the total window space. Mrs. Arsenault answered that 30% was the windowpane in which the sign was located.

Commissioner Grover asked if the window sign shown in the example would be allowed. Mrs. Arsenault responded that if it were replaced, it would have to be decreased to 30%, but it could continue currently as lawfully non-conforming.

Commissioner Grover asked if someone only had one window and how the rules applied.

Chair Noyes clarified the amount for the square footage of larger and smaller windows.

Mr. Maass said that if a business only had one window, they would round up based on code, allowing a sign on the window.

Chair Noyes clarified that the Med Box Grill photo was one window, the Total Wine was one window, and the combination photo was three windows. Mr. Maass confirmed this information.

Mrs. Arsenault said a company could still have window coverings to screen certain items or uses.

Chair Noyes said that if the retailer or designer was brought into conversation to clarify window amounts, it would be adequate. He thought there was a lack of clarity about the definitions of a window.

Commissioner Grover asked if there was a mechanism for a variance. Mr. Maass responded that a variance would not be applicable because there would likely not be a practical difficulty. If they had a unique situation, an applicant could apply for a zoning code amendment.

Commissioner Jobe asked if they could clarify what would constitute a window by including language about an inner-pane divider. Mr. Maass explained what they determined made a window for staff.

Commissioner Jobe asked about how the process would play out to determine what would constitute a window. Mr. Maass answered that they would use building permit records.

Commissioner Soller discussed allowing non-conformities to remain, and if there was a final decision for a safe harbor line. He noted that he did not want to impact current businesses that have already designed items for the window, especially if they just needed to make a small change. Mrs. Arsenault responded that if a business did anything beyond repair, face change, or maintenance, the window would have to come into compliance with city standards.

Commissioner Soller stated he did not want businesses to be put under any hardships.

Commissioner Grover asked if it was maintenance to replace signage that was like-for-like. Mrs. Arsenault answered that maintenance would be replacing a small portion of the sign. She said that the window cling would be determined if it were a smaller, minuscule replacement like a missing letter.

Commissioner Soller proposed allowing like-for-like replacement for businesses with existing signage, unless it is not used for over a year.

Mrs. Arsenault noted that the lawful non-conforming code that applies to the rest of Section 20 would allow a sign to be changed out and the square footage to be the same. She said that the content could change but would be allowed to utilize the size.

Commissioner Soller asked if that was a separate piece. Mrs. Arsenault answered that it was the lawful non-conforming code. She said that the current sign-code carves out its own lawful non-conforming code.

Commissioner Soller asked for clarification. Mrs. Arsenault responded that the code that regulates the Moe’s sign was under the sign article, which had its own lawful non-conforming replacement code.

Mr. Maass responded that they had to determine if they would want to be less restrictive than what was currently written.

Commissioner Soller asked if they could just rely on the Section 20 non-conforming language. Mrs. Arsenault answered that any square footage that was currently held would be allowed to be used moving forward if they changed the language.

Mr. Maass stated that signs were more often to turn over, instead of buildings. He suggested including the carve-out in the code because of the longevity differences.

Chair Noyes opened the public hearing.

Jason Kleinprintz, owner of MGM, said he was not sure how many windows he had, and what was considered a window. He stated they rely on signs to go across multiple windows to share that they are locally owned and operated, and when they have deals. He asked about the purpose of the change. He stated that the window signs block the back of the shelves he has in his store. He voiced opposition to making changes and expressed a desire to continue to use the windows as he does.

Vernelle Clayton, manager of Market Square, said she wanted to protect the businesses and tenants that moved into the buildings. She said that signs were a huge need for businesses. She stated that the second example that they provided was not actually a window, and it was requested by the city because the city did not like that they had no windows. She stated that a lot of progress had been made since the last meeting. She asked about the lumen requirements for lights at night and how much it would cost for business owners. She asked if it was necessary unless the business was facing a residential area. She suggested allowing for signage on the awning or a projecting sign.

Mr. Maass clarified that they included the ability for projecting and awning signs to be in all districts. He stated that the reduction of wall signs was only applicable to the downtown zoning district.

Chair Noyes closed the public hearing.

Commissioner Soller asked about the event of a subjective concern, and the staff would defer. He asked if this was the case and if it was acceptable since there is no appeals process. Mrs. Arsenault answered that the Planning staff and director make the determination, but if the property owners did not agree on the interpretation, they could bring the information before the City Council for appeal.

Chair Noyes suggested taking the three examples and clarifying how many windows were present in each photo, so business owners could have a better understanding.

Commissioner Soller discussed the window covering definition and the MGM example, which required screening to meet regulatory requirements. He said that window coverings could be used for screening or privacy and should comply with design standards. He asked if there was

anything that prevented the content in the ordinance, such as what MGM had to do with the window coverings. The window coverings were used for more than just coverings, but were descriptive. He thought this was acceptable, since the windows were required to be covered anyway. He asked if there were restrictions for other business owners when it was not a requirement for screening or privacy. He asked how much advertising and design could go into a covering that would give an unfair advantage.

Chair Noyes suggested they might need another paragraph that provided details about combinations between window signs and window coverings. Mrs. Arsenault answered that the white box in the combination example is what split the difference between a window sign and window covering due to the definition of window sign as the extreme limits of the message.

Commissioner Jobe asked if they put an image, it would be a window covering rather than a window sign. Mrs. Arsenault responded that if there were images, they would be window coverings.

Commissioner Soller asked why they would restrict content on coverings. Mr. Maass responded that they should detach the two. He said a window covering was a window covering and a window sign was a window sign. He asked if 50% of the windows and the 30% area would be something that the Planning Commission would support.

Commissioner Rosengren responded that he supported the percentage-based language. He said it may need to be adjusted in the future based on feedback from the residents or business owners. He mentioned that they would need to think about unfairness, as the liquor store with the requirement to have screening would be allowed to have more signage.

Chair Noyes clarified that the signage percentage would be restricted in the same way, even if they were not using a covering for their windows. He said that some of the coverings might transmit a message to a user even if they were not a sign.

Commissioner Jobe asked if portable signs that could sit on the sidewalk could be allowed and what the criteria would be. Mrs. Arsenault answered that they were allowed and had requirements for sizing. She said they would have to adhere to the City Code for temporary signage.

Commissioner Grover said he struggled with the percentage limitations for signs, as larger windows would allow for larger advertisements. He encouraged flexibility to ensure it would be fair so that it could work for all businesses. Mr. Maass responded that they were trying to adjust for those who had larger windows. He stated that businesses had the choice to pick out their space when renting facilities.

Commissioner Jobe asked if other cities had percentage base. Mr. Maass responded that percentages ranged from 30-50% in other communities, but some allow for square footage.

Commissioner Soller asked if the definition of sign in the code would mean that a window covering is anything but blank; it would be defined as a sign. Mrs. Arsenault answered that she

would discourage specific requirements, since the sign definition is connected to First Amendment concerns. They must focus on the construction of the sign rather than the content of the sign.

Commissioner Soller clarified that the item in the middle was a window covering. Mrs. Arsenault answered that the item in the middle was a window covering for screening purposes.

Commissioner Grover asked if it could be considered a window covering if it was not a window. Mr. Maass responded that the city staff would consider the example a window, although it was not traditional. He said the architectural standards were to look and act like a window, although it does not function as one.

Commissioner Rosengren asked if they were trying to make a definition of a symbol or an image on the covering. He asked about the transition.

Commissioner Soller provided an example of window coverings that had a logo for beer. He asked if that would be an example of a non-conforming window covering.

Commissioner Jobe said that they were getting into the weeds, since there is a process for review. He stated that there would be one-offs that would occur, and they cannot write rules to address every situation. They needed to get 95% of it right, and the 5% could go before the City Council.

Commissioner Soller stated that unless there was a clear interpretation, for example, like Top Ten Liquor or MGM. He asked if those would be non-conforming. Mr. Maass responded that Top Ten Liquor would likely be non-conforming because what was shown in the window would constitute a sign. He said if the sign ordinance were written to rely on the non-conforming standards from general Chapter 20 rather than the nonconforming sign code, they would remain and could be replaced as-is.

Commissioner Soller clarified that if Top Ten Liquor wanted to get rid of one logo on a window, they could not replace it with another logo sign. Mr. Maass confirmed this information.

Commissioner Jobe suggested hitting right in the middle of the 30-50% size for the signage. Mr. Maass answered that they were trying to strike a balance between windows serving as windows versus another surface as a sign. They wanted to strike a balance between how many signs were on a building façade, but they were open to increasing the amount to 40%.

Commissioner Jobe clarified that the 40% was a maximum. Mr. Maass responded that they typically see people go to the maximum amount.

Commissioner Soller said he was not repulsed by the non-conforming sign options.

Chair Noyes asked if he thought there would be a hardship on these businesses that would have non-conforming signs. He stated that a good percentage of advertisements have a lifespan.

Commissioner Soller said if people normally utilize their maximum, it sounds like that was what the public was asking for.

Chair Noyes asked where Commissioner Soller was leaning. Commissioner Soller responded that he was leaning toward striking the percentage language completely, and what that would look like, or if they were twice as large. He asked if it was better for consumers, because signage and advertising help consumers.

Chair Noyes stated that 50% had been suggested for coverage as well, but there was a question of how many windows could have signs. He asked if they wanted to move both numbers. Commissioner Soller responded that he would move both numbers. He said there was no detriment to how Top Ten Liquor currently looked. He did not know how many non-conforming situations they would create overnight.

Commissioner Rosengren asked if the City Council struggled with the same conversations. Mr. Maass responded that it took multiple conversations with the City Council, so they did struggle. He said that the City Council did not have a strong opinion about lawful non-conforming, and they were looking to the Planning Commission for feedback.

Commissioner Rosengren said that the Planning Commission did not have a clear answer.

Commissioner Jobe stated that if they force a change, they will see different types of advertising. He commented that they had an intended purpose of making the city look similar. They needed to decide something by the end of the day.

Mr. Maass responded that currently businesses could not have projecting signage or canopy signage, but they could have these signs with this change. He stated he did not want them to miss the additional signage opportunities with the ordinance.

Commissioner Jobe suggested additional conversations about the percentage. He said that 50% would be the most lenient they could get, and if the City Council did not agree with it, they could change it.

Commissioner Soller stated that everything was passive enforcement. He thought that 50% seemed more straightforward. Mr. Maass responded that the city is on a complaint basis for enforcement, but signage requires permits, so there would be a check at that stage. He clarified that window signs would not require a permit.

Mrs. Arsenault answered that window signage would be allowed without a permit in this proposed ordinance.

Commissioner Grover said that he wanted to support 50% to allow for more flexibility for businesses.

Commissioner Rosengren said that he was comfortable with the 50% number, and the City Council could review the minutes to see the feedback and concerns.

Commissioner Jobe stated he was comfortable with the 50%, and if it was not a desired feature, businesses would not utilize the signs.

Commissioner Soller said that today, it was square footage across all the windows. Mrs. Arsenault confirmed this information.

Commissioner Soller stated he was trying to determine if it would be more or less restrictive.

Chair Noyes reminded that they were only considering the downtown, and he guessed that they were trying to protect the aesthetics of downtown.

Commissioner Soller asked about the future state of the code for electronic messaging signs. He said that the electronic messaging signs would give more rights to public signs and gas station signs. He asked if that was based on content and if there would be any risks associated with the restrictions. Mrs. Arsenault responded that EMC signs were allowed for governmental property, but they were banned everywhere else in the city. She said that motor fuel signs were written out of the definition of EMC signs, but they had to reinstate them due to their construction being EMC signs. They would no longer be called motor fuel signs, as it would be judging them based on the content they were showing. They were regulated by what property was installing the signs, which would be gas stations. She said it would go off the property uses rather than the content of the signs.

Commissioner Jobe asked if a liquor store could put an EMC sign up in front of its store. Mrs. Arsenault answered that it was limited to motor fuel stations and government property. The application was the same as the prior code.

Commissioner Soller voiced concerns about identifying what signs could be used by business type, because it still seemed connected to the content. He did not know why the government could do different things with its signs than anyone else.

Chair Noyes said that the carveouts were likely done in other cities, so it did not seem extraordinary.

Commissioner Grover stated that he could see the justification for the electronic messaging signs for gas stations because gas prices change frequently, and consumers want to easily see the gas prices.

Commissioner Soller said it did not specify what gas stations could put up on the sign, but they cannot regulate it because then it becomes content. He thought it was a challenge. He expressed a desire to move forward.

Commissioner Jobe asked if the size of the sign only allowed them to display certain items. Mr. Maass responded that they were allowing EMCs by use and not by store type. He said they could regulate the size of the area that could have a message, but they could not regulate what the sign would say.

Commissioner Grover asked if electronic signs with images were considered EMCs, such as Culver's. Mrs. Arsenault answered that they were EMCs and if they were to ever to reconstruct, they would have to get rid of the EMC sign.

Mr. Maass provided an example of a popular sign of an EMC at the American Legion. It was grandfathered in and is a lawful non-conforming. He clarified that he did not see an EMC sign for Culver's.

Chair Noyes asked about the modified language for window sign updates and if it would say that window signs were limited to up to 50% of the window. He requested a motion based on the change.

Commissioner Rosengren moved, Commissioner Jobe seconded that the Chanhassen Planning Commission recommend that the Chanhassen City Council adopt the proposed sign ordinance as presented, with the modification that window signs be limited to 50% of the window rather than 30% of the window. The motion was approved with a vote of 4 to 1. Commissioner Soller voted Nay.

APPROVAL OF MINUTES:

1. APPROVAL OF PLANNING COMMISSION MINUTES DATED MARCH 17, 2026

Commissioner Soller moved, Commissioner Grover seconded to approve the Chanhassen Planning Commission summary minutes dated March 17, 2026, as presented. All voted in favor, and the motion carried unanimously with a vote of 5 to 0.

COMMISSION PRESENTATIONS:

CORRESPONDENCE DISCUSSION:

OPEN DISCUSSION:

Mr. Maass said that they received a PUD Amendment and a Preliminary Plat for Avienda within the retail portion, specifically outlining their grocery area. It was anticipated to go before the Planning Commission in May and to the City Council in June but that those months were only estimates.

Chair Noyes asked if that meant a retailer had been proposed for that site. Mr. Maass responded that the application did not name a specific grocery retailer.

Commissioner Soller said that bids for the comprehensive plan request for proposal would close in a few days. He asked what they could look forward to in the coming months. Mr. Maass responded that the city had not received any submissions to date, but staff were not concerned, as they had received questions from various firms. They expected to receive a handful of responses,

but they would discuss with consulting partners if they did not receive bids and adjust as necessary.

Commissioner Soller asked about what role the Planning Commission would play in the process. Mr. Maass responded that each commission would provide feedback on the chapter that was related to their commission. He said that the Planning Commission, as the zoning body for the city, would look at the whole plan prior to it going to City Council. They did not have any specific multi-commission working sessions, but the Planning Commission could form a subcommittee if desired.

ADJOURNMENT:

Commissioner Grover moved, Commissioner Rosengren seconded to adjourn the meeting. All voted in favor and the motion carried unanimously with a vote of 5 to 0. The Planning Commission meeting was adjourned at 7:59 p.m.

Submitted by Eric Maass
Community Development Director

City Council Item

April 27, 2026

Item	Receive Economic Development Commission Minutes dated March 10, 2026	
File No.		**Item No:** D.5
Agenda Section	**CONSENT AGENDA**	
Prepared By	Amy Weidman, Senior Admin Support Specialist	
Reviewed By		

SUGGESTED ACTION "The Chanhassen City Council receives the Economic Development Commission Minutes dated March 10, 2026."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

Economic Development Commission Minutes dated March 10, 2026

CHANHASSEN ECONOMIC
DEVELOPMENT COMMISSION
REGULAR MEETING
MARCH 10, 2026

Chair Anderson called the meeting to order at 5:34 p.m.

MEMBERS' PRESENT: Eric Anderson, John Kroll, Nick Gardino

MEMBERS ABSENT: David Benedict, Luke Bame

STAFF PRESENT: Samantha DiMaggio, Economic Development Manager, and Rachel Arsenault, Associate Planner.

PUBLIC PRESENT:

APPROVAL OF AGENDA:
APPROVE ECONOMIC DEVELOPMENT COMMISSION AGENDA DATED MARCH 10, 2026

Commissioner Gardino moved, and Commissioner Kroll seconded to approve the Agenda of the Economic Development Commission meeting dated March 10, 2026, as presented. All voted in favor, and the motion was carried unanimously with a vote of 3 to 0.

APPROVAL OF MINUTES:
APPROVE ECONOMIC DEVELOPMENT COMMISSION MINUTES DATED NOVEMBER 18, 2025

Commissioner Kroll moved, and Commissioner Gardino seconded to approve the Minutes of the Economic Development Commission meeting dated February 10, 2026, as presented. All voted in favor, and the motion was carried unanimously with a vote of 3 to 0.

VISITOR PRESENTATIONS:
REVIEW OF THE PROPOSED SIGN CODE ORDINANCE

DISCUSSION/GENERAL BUSINESS ITEMS:

ADJOURNMENT:
Commissioner Gardino moved, and Commissioner Kroll seconded to adjourn the meeting. All voted in favor, and the motion was carried unanimously with a vote of 3 to 0. The Economic Development Commission meeting was adjourned at 6:32 p.m.

Submitted by Samantha DiMaggio
Economic Development Manager

City Council Item

April 27, 2026

Item	Approve Claims Paid dated April 27, 2026	
File No.		**Item No:** D.6
Agenda Section	**CONSENT AGENDA**	
Prepared By	Danielle Washburn, Assistant Finance Director	
Reviewed By	Kelly Grinnell	

SUGGESTED ACTION "The Chanhassen City Council Approves Claims Paid dated April 27, 2026."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	Financial Sustainability

SUMMARY

BACKGROUND

DISCUSSION

The following claims are submitted for review and approval on April 27, 2026:

Total Claims $1,145,649.23

BUDGET

RECOMMENDATION

ATTACHMENTS

Payment Summary

Payment Detail

Accounts Payable

Checks by Date - Summary

Vendor Name	Check Date	Void Checks	Check Amount
Ana Fatturi	04/08/2026	0.00	276.44
CCP NI MASTER TENANT 4 LLC	04/08/2026	0.00	4,039.79
CenturyLink	04/08/2026	0.00	64.00
Enterprise FM Trust	04/08/2026	0.00	35,532.80
GoTo Communications Inc	04/08/2026	0.00	2,780.41
Metronet Holdings, LLC	04/08/2026	0.00	56.61
MN DEPT OF HEALTH	04/08/2026	0.00	550.00
Potentia MN Solar	04/08/2026	0.00	7,567.12
SUBURBAN RATE AUTHORITY	04/08/2026	0.00	3,048.00
Thomas Erdmann	04/08/2026	0.00	157.25
Tyler Vickerman	04/08/2026	0.00	130.00
VERIZON WIRELESS	04/08/2026	0.00	4,129.41
XCEL ENERGY INC	04/08/2026	0.00	1,539.60
4 Paws Animal Control	04/09/2026	0.00	175.00
Abdo LLP	04/09/2026	0.00	24,000.00
All Truck & Trailer Parts	04/09/2026	0.00	6,320.34
Allegra Print & Imaging	04/09/2026	0.00	852.00
CivicPlus	04/09/2026	0.00	3,965.50
Commercial Plumbing & Heating	04/09/2026	0.00	30.06
COMPUTER INTEGRATION TECHN.	04/09/2026	0.00	2,550.40
Cozen O'Connor	04/09/2026	0.00	999.50
DELEGARD TOOL COMPANY	04/09/2026	0.00	33.25
ECM PUBLISHERS INC	04/09/2026	0.00	856.40
Guard Guys, LLC	04/09/2026	0.00	111.80
Houston Engineering Inc	04/09/2026	0.00	789.50
Infosend, Inc	04/09/2026	0.00	3,635.48
Juli Al-Hilwani	04/09/2026	0.00	412.50
Keys Well Drilling Co	04/09/2026	0.00	45,752.00
Kurilla Contracting Company	04/09/2026	0.00	61,773.75
Lano Equipment	04/09/2026	0.00	62,959.04
LVC Companies Inc	04/09/2026	0.00	2,974.09
Macqueen Emergency Group	04/09/2026	0.00	1,179.08
METROPOLITAN COUNCIL	04/09/2026	0.00	264,887.91
Midwest Pump Works	04/09/2026	0.00	49.00
Minnesota Ground Control LLC	04/09/2026	0.00	13,683.67
MINNESOTA PETROLEUM SERVICE INC	04/09/2026	0.00	228.00
MN DEPT OF LABOR AND INDUSTRY	04/09/2026	0.00	3,892.87
MN TRUCKING ASSOCIATION	04/09/2026	0.00	410.37
NAPA AUTO & TRUCK PARTS	04/09/2026	0.00	185.99
Oneloveyoga	04/09/2026	0.00	300.00
P & L AUTOMOTIVE	04/09/2026	0.00	400.00
Perfection Plus, Inc	04/09/2026	0.00	105.79
PUMP AND METER SERVICE INC	04/09/2026	0.00	27,603.22
SEH	04/09/2026	0.00	28,439.63

Vendor Name	Check Date	Void Checks	Check Amount
Sports Facilities Companies LLC	04/09/2026	0.00	10,000.00
Springbrook	04/09/2026	0.00	375.30
SUMMIT FIRE PROTECTION	04/09/2026	0.00	858.00
TBEI, Inc	04/09/2026	0.00	138,384.00
TK Elevator Corporation	04/09/2026	0.00	8,155.90
WSB & ASSOCIATES INC	04/09/2026	0.00	39,783.55
WW GRAINGER INC	04/09/2026	0.00	2,132.53
Zoho Corporation	04/09/2026	0.00	270.00
8170 UPLAND CIRCLE LLC	04/15/2026	0.00	1,382.70
ALL AMERICAN TITLE COMPANY LLC	04/15/2026	0.00	434.59
CENTERPOINT ENERGY MINNEGASCO	04/15/2026	0.00	25.14
CHRISTOPHER MCGINTY	04/15/2026	0.00	66.40
DONALD SINGER	04/15/2026	0.00	49.60
EDINA REALTY TITLE	04/15/2026	0.00	33.28
EMILY CALLAHAN	04/15/2026	0.00	650.11
FLEX TITLE COMPANY	04/15/2026	0.00	35.92
GREGORY JOHN HENKEL	04/15/2026	0.00	67.98
JOSEPH WELU	04/15/2026	0.00	960.93
Kelly Hance	04/15/2026	0.00	200.00
LISA KANGAS	04/15/2026	0.00	5.27
Marco Inc	04/15/2026	0.00	1,110.00
MARK & ALEISA SPAIN	04/15/2026	0.00	14.09
MASON R. MCCLELLAN	04/15/2026	0.00	37.13
Metronet Holdings, LLC	04/15/2026	0.00	106.50
MICHAEL T. & KIMBERLY WALKER	04/15/2026	0.00	55.90
MN Board of Water and Soil Resources	04/15/2026	0.00	2,033.71
NOVEL SOLAR THREE, LLC	04/15/2026	0.00	8,034.45
PAUL & ALISON RYAN	04/15/2026	0.00	41.81
SCOTT & JULIE BERGQUIST	04/15/2026	0.00	83.76
SCU PROPERTY 4, LLC	04/15/2026	0.00	14.58
SONJA F. LEINES	04/15/2026	0.00	37.41
Thomas Erdmann	04/15/2026	0.00	330.27
TITLESMART	04/15/2026	0.00	8.96
TRADEMARK TITLE SERVICES	04/15/2026	0.00	164.24
WATERMARK TITLE AGENCY	04/15/2026	0.00	117.55
ACTA MN - Chanhassen LLC	04/16/2026	0.00	1,423.26
ALLDATA LLC	04/16/2026	0.00	1,500.00
ARAMARK Refreshment Services, LLC	04/16/2026	0.00	1,649.27
BENEFIT EXTRAS INC	04/16/2026	0.00	325.50
BOLTON & MENK INC	04/16/2026	0.00	2,270.50
BOUND TREE MEDICAL LLC	04/16/2026	0.00	1,688.86
BS & A Software	04/16/2026	0.00	10,845.00
Carver County	04/16/2026	0.00	2,525.00
CENTURY 2000 PARTNERS LLP	04/16/2026	0.00	7,455.00
Chappell Central Inc	04/16/2026	0.00	7,197.12
Cintas Corporation No. 2	04/16/2026	0.00	90.82
CITY OF EDEN PRAIRIE	04/16/2026	0.00	2,000.00
COMPUTER INTEGRATION TECHN.	04/16/2026	0.00	1,236.80
CORE & MAIN LP	04/16/2026	0.00	4,455.00
Creative Concrete, Inc	04/16/2026	0.00	500.00
DEM-CON LANDFILL	04/16/2026	0.00	477.28
DISPLAY SALES COMPANY	04/16/2026	0.00	1,275.72
ECM PUBLISHERS INC	04/16/2026	0.00	209.10

Vendor Name	Check Date	Void Checks	Check Amount
Ferguson Waterworks #2518	04/16/2026	0.00	771.43
Game One	04/16/2026	0.00	3,082.56
GOPHER STATE ONE-CALL INC	04/16/2026	0.00	469.80
GRANICUS INC	04/16/2026	0.00	9,217.74
GRAYBAR	04/16/2026	0.00	838.80
GS DIRECT INC	04/16/2026	0.00	224.79
Hagberg Home Service LLC	04/16/2026	0.00	500.00
HUELIFE	04/16/2026	0.00	5,575.00
I & S Group, Inc	04/16/2026	0.00	3,742.50
INDEPENDENT SCHOOL DIST 112	04/16/2026	0.00	16,742.18
Indigo Signs	04/16/2026	0.00	157.95
Infosend, Inc	04/16/2026	0.00	3,958.91
Jennifer Xuan Tuyet Doan-Nguyen	04/16/2026	0.00	474.42
John & Leigh Meyer	04/16/2026	0.00	500.00
KELLINGTON CONSTRUCTION	04/16/2026	0.00	159,885.00
KIMLEY HORN AND ASSOCIATES INC	04/16/2026	0.00	26,475.00
LEAGUE OF MN CITIES INS TRUST	04/16/2026	0.00	4,801.40
MERLINS ACE HARDWARE	04/16/2026	0.00	325.65
NAPA AUTO & TRUCK PARTS	04/16/2026	0.00	106.14
NvoicePay	04/16/2026	0.00	712.70
O'Reilly Automotive Inc	04/16/2026	0.00	195.53
Outdoor Link Inc	04/16/2026	0.00	1,770.16
PATCHIN MESSNER	04/16/2026	0.00	1,896.25
PDCM/SCSU-DDP	04/16/2026	0.00	453.00
PLAYPOWER LT FARMINGTON	04/16/2026	0.00	1,645.00
PRECISE MRM LLC	04/16/2026	0.00	315.00
Premium Waters, Inc	04/16/2026	0.00	4.38
Ready Watt Electric	04/16/2026	0.00	5,715.00
Rent N Save Portable Services	04/16/2026	0.00	1,544.05
ROADKILL ANIMAL CONTROL	04/16/2026	0.00	477.00
Scott Renn	04/16/2026	0.00	500.00
SRF CONSULTING GROUP INC	04/16/2026	0.00	128.73
SUBURBAN CHEVROLET	04/16/2026	0.00	41.86
TimeSaver Off Site Secretarial, Inc	04/16/2026	0.00	575.50
TRAFFIC CONTROL CORPORATION	04/16/2026	0.00	4,800.00
Travis Ott	04/16/2026	0.00	474.42
USA BLUE BOOK	04/16/2026	0.00	1,752.08
Waste Management of Minnesota, Inc	04/16/2026	0.00	1,569.40
WW GRAINGER INC	04/16/2026	0.00	616.54
	Report Total:		1,145,649.23

AP
Check Detail

User: dwashburn@chanhassenmn.gov
Printed: 4/21/2026 10:01:22 AM

Last Name	Acct 1	Amount	Check Date	Description
4 Paws Animal Control	101-1210-4300	175.00	4/9/2026	Animal impounds
		175.00	4/9/2026	
4 Paws Animal Control		175.00		
8170 UPLAND CIRCLE LLC	720-0000-2020	1,380.89	4/15/2026	Refund Check 105683-000, 8170 UPLAND CIRCLE
8170 UPLAND CIRCLE LLC	700-0000-2020	1.81	4/15/2026	Refund Check 105683-000, 8170 UPLAND CIRCLE
		1,382.70	4/15/2026	
8170 UPLAND CIRCLE LLC		1,382.70		
Abdo LLP	700-0000-4301	8,000.00	4/9/2026	Audit services
Abdo LLP	701-0000-4301	8,000.00	4/9/2026	Audit services
Abdo LLP	720-0000-4301	4,900.00	4/9/2026	Audit services
Abdo LLP	101-1130-4301	3,100.00	4/9/2026	Audit services
		24,000.00	4/9/2026	
Abdo LLP		24,000.00		
ACTA MN - Chanhassen LLC	101-1538-4343	1,423.26	4/16/2026	Q1 Tae Kwon Do Pederson
		1,423.26	4/16/2026	
ACTA MN - Chanhassen LLC		1,423.26		
Al-Hilwani Juli	101-1530-4347	412.50	4/9/2026	Personal Training

Last Name	Acct 1	Amount	Check Date	Description
		412.50	4/9/2026	
Al-Hilwani Juli		412.50		
ALL AMERICAN TITLE COMPANY LLC	700-0000-2020	121.27	4/15/2026	Refund Check 096059-000, 1535 HEMLOCK WAY
ALL AMERICAN TITLE COMPANY LLC	720-0000-2020	64.27	4/15/2026	Refund Check 096059-000, 1535 HEMLOCK WAY
ALL AMERICAN TITLE COMPANY LLC	701-0000-2020	242.84	4/15/2026	Refund Check 096059-000, 1535 HEMLOCK WAY
ALL AMERICAN TITLE COMPANY LLC	700-0000-2020	6.21	4/15/2026	Refund Check 096059-000, 1535 HEMLOCK WAY
		434.59	4/15/2026	
ALL AMERICAN TITLE COMPANY LLC		434.59		
All Truck & Trailer Parts	101-1320-4140	6,320.34	4/9/2026	#103 Differential
		6,320.34	4/9/2026	
All Truck & Trailer Parts		6,320.34		
ALLDATA LLC	101-1160-4207	1,500.00	4/16/2026	Subscription-AllData Repair
		1,500.00	4/16/2026	
ALLDATA LLC		1,500.00		
Allegra Print & Imaging	101-1120-4110	852.00	4/9/2026	Postcard Perfed 2-up Templates
		852.00	4/9/2026	
Allegra Print & Imaging		852.00		
ARAMARK Refreshment Services, LLC	101-1120-4113	214.18	4/16/2026	Bevi
ARAMARK Refreshment Services, LLC	101-1120-4112	612.50	4/16/2026	City Hall Coffee
ARAMARK Refreshment Services, LLC	101-1120-4112	209.74	4/16/2026	Fire Station Coffee Order
ARAMARK Refreshment Services, LLC	101-1120-4112	462.85	4/16/2026	PW Coffee
ARAMARK Refreshment Services, LLC	101-1120-4113	150.00	4/16/2026	Bevi Rental

Last Name	Acct 1	Amount	Check Date	Description
		1,649.27	4/16/2026	
ARAMARK Refreshment Services, LLC		1,649.27		
BENEFIT EXTRAS INC	101-1120-4351	105.00	4/16/2026	Cobra qualifying letters
BENEFIT EXTRAS INC	101-1120-4351	130.95	4/16/2026	Tax Advantage Plan-April May & June
BENEFIT EXTRAS INC	101-0000-2012	89.55	4/16/2026	Cobra admin/retiree billing
		325.50	4/16/2026	
BENEFIT EXTRAS INC		325.50		
BERGQUIST SCOTT & JULIE	720-0000-2020	21.70	4/15/2026	Refund Check 014213-000, 1321 LAKE SUSAN HLS DR
BERGQUIST SCOTT & JULIE	701-0000-2020	38.62	4/15/2026	Refund Check 014213-000, 1321 LAKE SUSAN HLS DR
BERGQUIST SCOTT & JULIE	700-0000-2020	2.09	4/15/2026	Refund Check 014213-000, 1321 LAKE SUSAN HLS DR
BERGQUIST SCOTT & JULIE	700-0000-2020	21.35	4/15/2026	Refund Check 014213-000, 1321 LAKE SUSAN HLS DR
		83.76	4/15/2026	
BERGQUIST SCOTT & JULIE		83.76		
BOLTON & MENK INC	701-6053-4303	181.64	4/16/2026	Sanitary @ 8%
BOLTON & MENK INC	601-6053-4303	1,362.30	4/16/2026	PMP @ 60%
BOLTON & MENK INC	700-6053-4303	227.05	4/16/2026	Water @ 10%
BOLTON & MENK INC	720-6053-4303	499.51	4/16/2026	Storm @ 22%
		2,270.50	4/16/2026	
BOLTON & MENK INC		2,270.50		
BOUND TREE MEDICAL LLC	101-1220-4142	1,216.89	4/16/2026	Medical supplies
BOUND TREE MEDICAL LLC	101-1220-4144	83.99	4/16/2026	Kneeling pads for CPR classes
BOUND TREE MEDICAL LLC	201-0000-4705	387.98	4/16/2026	Blood pressure cuffs
		1,688.86	4/16/2026	

Last Name	Acct 1	Amount	Check Date	Description
BOUND TREE MEDICAL LLC		1,688.86		
BS & A Software	101-1160-4236	10,845.00	4/16/2026	Annual Community Dvlp Saas & Cloud Hosting Fee
		10,845.00	4/16/2026	
BS & A Software		10,845.00		
CALLAHAN EMILY	701-0000-2020	228.42	4/15/2026	Refund Check 100025-000, 2961 HIGHWOOD DRIVE
CALLAHAN EMILY	700-0000-2020	421.69	4/15/2026	Refund Check 100025-000, 2961 HIGHWOOD DRIVE
		650.11	4/15/2026	
CALLAHAN EMILY		650.11		
Carver County	700-0000-4300	765.00	4/16/2026	Special Assessment entry
Carver County	101-1150-4501	660.00	4/16/2026	Special Assessment entry
Carver County	101-1210-4300	1,100.00	4/16/2026	Liquor License renewals Background Check
		2,525.00	4/16/2026	
Carver County		2,525.00		
CCP NI MASTER TENANT 4 LLC	700-0000-4320	52.69	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	101-1540-4320	167.56	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	101-1600-4320	13.69	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	700-7019-4320	834.96	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	101-1550-4320	178.65	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	101-1120-1193	57.07	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	101-1550-4320	39.64	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	101-1540-4320	37.06	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	701-0000-4320	134.17	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	700-7019-4320	186.27	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	101-1350-4320	1,394.35	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	701-0000-4320	608.08	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	101-1120-1193	12.63	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	700-0000-4320	11.93	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	101-1350-4320	308.00	4/8/2026	Electric Charges
CCP NI MASTER TENANT 4 LLC	101-1600-4320	3.04	4/8/2026	Electric Charges

Last Name	Acct 1	Amount	Check Date	Description
		4,039.79	4/8/2026	
CCP NI MASTER TENANT 4 LLC		4,039.79		
CENTERPOINT ENERGY MINNEGASCO	701-0000-4321	25.14	4/15/2026	Gas Charges
		25.14	4/15/2026	
CENTERPOINT ENERGY MINNEGASCO		25.14		
CENTURY 2000 PARTNERS LLP	701-0000-2023	7,455.00	4/16/2026	SAC Refund-Revised Determination Permit 2026-00109
		7,455.00	4/16/2026	
CENTURY 2000 PARTNERS LLP		7,455.00		
CenturyLink	700-0000-4310	32.00	4/8/2026	Telephone & Communication Charges
CenturyLink	701-0000-4310	32.00	4/8/2026	Telephone & Communication Charges
		64.00	4/8/2026	
CenturyLink		64.00		
Chappell Central Inc	414-4010-4702	7,197.12	4/16/2026	Pay App #13 Civic Campus
		7,197.12	4/16/2026	
Chappell Central Inc		7,197.12		
Cintas Corporation No. 2	101-1312-4510	90.82	4/16/2026	first aid kits
		90.82	4/16/2026	
Cintas Corporation No. 2		90.82		
CITY OF EDEN PRAIRIE	101-1220-4360	2,000.00	4/16/2026	2026 WAFTA dues

Last Name	Acct 1	Amount	Check Date	Description
		2,000.00	4/16/2026	
CITY OF EDEN PRAIRIE		2,000.00		
CivicPlus	101-1160-4207	3,965.50	4/9/2026	Civic Plus annual renewal
		3,965.50	4/9/2026	
CivicPlus		3,965.50		
Commercial Plumbing & Heating	101-1250-3306	30.00	4/9/2026	Plumbing Permit Refund
Commercial Plumbing & Heating	101-0000-2022	0.06	4/9/2026	Surcharge - Permit Refund
		30.06	4/9/2026	
Commercial Plumbing & Heating		30.06		
COMPUTER INTEGRATION TECHN.	101-1160-4300	2,550.40	4/9/2026	Scale onboarding setup
		2,550.40	4/9/2026	
COMPUTER INTEGRATION TECHN.	101-1160-4300	44.80	4/16/2026	Project management Scale migration
COMPUTER INTEGRATION TECHN.	101-1160-4211	410.80	4/16/2026	Datto office 365 cloud backup monthly charge
COMPUTER INTEGRATION TECHN.	101-1160-4300	781.20	4/16/2026	Scale VM project CIP item
		1,236.80	4/16/2026	
COMPUTER INTEGRATION TECHN.		3,787.20		
CORE & MAIN LP	700-0000-4550	4,455.00	4/16/2026	watermain gate valves
		4,455.00	4/16/2026	
CORE & MAIN LP		4,455.00		
Cozen O'Connor	101-1140-4302	999.50	4/9/2026	Professional Fees

Last Name	Acct 1	Amount	Check Date	Description
		999.50	4/9/2026	
Cozen O'Connor		999.50		
Creative Concrete, Inc	101-0000-2073	500.00	4/16/2026	Erosion escrow 7166 Alphabet St #706415
		500.00	4/16/2026	
Creative Concrete, Inc		500.00		
DELEGARD TOOL COMPANY	101-1370-4260	33.25	4/9/2026	Caliper
		33.25	4/9/2026	
DELEGARD TOOL COMPANY		33.25		
DEM-CON LANDFILL	101-1550-4300	477.28	4/16/2026	Trash Dump
		477.28	4/16/2026	
DEM-CON LANDFILL		477.28		
DISPLAY SALES COMPANY	101-1550-4120	1,275.72	4/16/2026	Replacement flags (restock)
		1,275.72	4/16/2026	
DISPLAY SALES COMPANY		1,275.72		
ECM PUBLISHERS INC	101-1310-4336	270.60	4/9/2026	26-01 Ad for Bids
ECM PUBLISHERS INC	101-1310-4336	487.40	4/9/2026	Market Blvd -Ad for Bids
ECM PUBLISHERS INC	101-1310-4336	98.40	4/9/2026	26-05 Ad for Bids
		856.40	4/9/2026	
ECM PUBLISHERS INC	101-1420-4336	41.00	4/16/2026	Publication of PH for Planning CUP
ECM PUBLISHERS INC	101-1310-4336	90.20	4/16/2026	Market Blvd Assessment PH Notice
ECM PUBLISHERS INC	101-1420-4336	41.00	4/16/2026	PH Notice Rezoning

Last Name	Acct 1	Amount	Check Date	Description
ECM PUBLISHERS INC	101-1420-4336	36.90	4/16/2026	PH Notice Sign Code Ord
		209.10	4/16/2026	
ECM PUBLISHERS INC		1,065.50		
EDINA REALTY TITLE	700-0000-2020	1.43	4/15/2026	Refund Check 100500-000, 7639 NICHOLAS WAY
EDINA REALTY TITLE	720-0000-2020	2.84	4/15/2026	Refund Check 100500-000, 7639 NICHOLAS WAY
EDINA REALTY TITLE	701-0000-2020	18.63	4/15/2026	Refund Check 100500-000, 7639 NICHOLAS WAY
EDINA REALTY TITLE	700-0000-2020	10.38	4/15/2026	Refund Check 100500-000, 7639 NICHOLAS WAY
		33.28	4/15/2026	
EDINA REALTY TITLE		33.28		
Enterprise FM Trust	400-0000-4811	13.21	4/8/2026	214 - 22 Chev Silv #25G5D2
Enterprise FM Trust	701-0000-2317	225.12	4/8/2026	307 - 23 Chev Equinox #262P8K
Enterprise FM Trust	400-0000-4811	104.04	4/8/2026	602 - 24 Chev Equi #27MF9K
Enterprise FM Trust	400-0000-4810	683.78	4/8/2026	501 - 23 Chev Silv #26RL44
Enterprise FM Trust	400-0000-4811	214.32	4/8/2026	430 - 24 Chry Paci #275N63
Enterprise FM Trust	400-0000-4811	176.98	4/8/2026	501 - 23 Chev Silv #26RL44
Enterprise FM Trust	400-0000-4811	116.49	4/8/2026	402 - 23 Chev Silv #25XGMF
Enterprise FM Trust	701-0000-4811	80.16	4/8/2026	310 - 24 Chev Silv #27MGR3
Enterprise FM Trust	400-0000-4811	107.11	4/8/2026	416 - 23 Chev Silv #25XGMC
Enterprise FM Trust	400-0000-4810	493.83	4/8/2026	001 - 22 Ford Esca #26M3MH
Enterprise FM Trust	700-0000-4811	80.17	4/8/2026	310 - 24 Chev Silv #27MGR3
Enterprise FM Trust	400-0000-4811	105.15	4/8/2026	134 - 23 Chev Silv #25WNKR
Enterprise FM Trust	701-0000-2317	411.54	4/8/2026	308 - 24 Chev Silv #27RZHT
Enterprise FM Trust	701-0000-2317	352.90	4/8/2026	305 - 22 Chev Silv #25G5QR
Enterprise FM Trust	700-0000-2317	448.48	4/8/2026	310 - 24 Chev Silv #27MGR3
Enterprise FM Trust	700-0000-4811	86.89	4/8/2026	306 - 24 Chev Silv #27MGRB
Enterprise FM Trust	400-0000-4810	543.32	4/8/2026	605 - 22 Ford Rang #25G25M
Enterprise FM Trust	700-0000-4811	86.53	4/8/2026	314 - 24 Chev Silv #27MGTW
Enterprise FM Trust	701-0000-4811	82.44	4/8/2026	303 - 24 Chev Silv #27MGR7
Enterprise FM Trust	701-0000-2317	444.73	4/8/2026	315 - 24 Chev Silv #27MGTV
Enterprise FM Trust	400-0000-4810	828.12	4/8/2026	403 - 23 Chev Silv #25XGMK
Enterprise FM Trust	400-0000-4810	828.22	4/8/2026	419 - 23 Chev Silv #25XGMJ
Enterprise FM Trust	700-0000-2317	411.55	4/8/2026	308 - 24 Chev Silv #27RZHT
Enterprise FM Trust	700-0000-2317	446.84	4/8/2026	303 - 24 Chev Silv #27MGR7
Enterprise FM Trust	400-0000-4811	107.06	4/8/2026	420 - 23 Chev Silv #25XGMS
Enterprise FM Trust	701-0000-4811	78.46	4/8/2026	308 - 24 Chev Silv #27RZHT

Last Name	Acct 1	Amount	Check Date	Description
Enterprise FM Trust	700-0000-4811	86.53	4/8/2026	315 - 24 Chev Silv #27MGTV
Enterprise FM Trust	400-0000-4810	506.05	4/8/2026	606 - 22 Ford Rang #25G23Z
Enterprise FM Trust	400-0000-4811	254.03	4/8/2026	130 - 24 GMC Sier #27NF7M
Enterprise FM Trust	400-0000-4811	150.25	4/8/2026	401 - 23 Chev Silv #26RPBZ
Enterprise FM Trust	400-0000-4811	54.46	4/8/2026	405 - 22 Chev Silv #25G5QQ
Enterprise FM Trust	701-0000-2317	442.88	4/8/2026	306 - 24 Chev Silv #27MGRB
Enterprise FM Trust	400-0000-4811	159.81	4/8/2026	202 - 23 Chev Tahoe #25WDVJ
Enterprise FM Trust	101-1550-4440	45.00	4/8/2026	27NDJB-EMF fee
Enterprise FM Trust	700-0000-2317	225.12	4/8/2026	307 - 23 Chev Equinox #262P8K
Enterprise FM Trust	400-0000-4811	181.35	4/8/2026	603 - 25 Chev Equi #28CM4H
Enterprise FM Trust	400-0000-4810	701.21	4/8/2026	408 - 22 Chev Silv #25G89X
Enterprise FM Trust	700-0000-2317	444.74	4/8/2026	315 - 24 Chev Silv #27MGTV
Enterprise FM Trust	400-0000-4810	609.26	4/8/2026	502 - 23 Chev Blazer #25XQVB
Enterprise FM Trust	700-0000-4811	78.45	4/8/2026	308 - 24 Chev Silv #27RZHT
Enterprise FM Trust	700-0000-2317	444.73	4/8/2026	314 - 24 Chev Silv #27MGTW
Enterprise FM Trust	700-0000-2317	442.88	4/8/2026	306 - 24 Chev Silv #27MGRB
Enterprise FM Trust	400-0000-4811	14.73	4/8/2026	412 - 22 GMC Sier #25H28F
Enterprise FM Trust	400-0000-4811	38.46	4/8/2026	605 - 22 Ford Rang #25G25M
Enterprise FM Trust	400-0000-4811	159.81	4/8/2026	204 - 23 Chev Tahoe #25WDVL
Enterprise FM Trust	400-0000-4811	161.59	4/8/2026	203 - 23 Chev Silv #26RPC3
Enterprise FM Trust	400-0000-4810	633.19	4/8/2026	430 - 24 Chry Paci #275N63
Enterprise FM Trust	101-1550-4440	14.50	4/8/2026	27NDJB-DMV fee
Enterprise FM Trust	400-0000-4810	826.16	4/8/2026	401 - 23 Chev Silv #26RPBZ
Enterprise FM Trust	700-0000-4811	12.38	4/8/2026	305 - 22 Chev Silv #25G5QR
Enterprise FM Trust	701-0000-2317	446.84	4/8/2026	303 - 24 Chev Silv #27MGR7
Enterprise FM Trust	400-0000-4810	821.85	4/8/2026	404 - 24 GMC Sier #27NDJJ
Enterprise FM Trust	400-0000-4810	826.25	4/8/2026	416 - 23 Chev Silv #25XGMC
Enterprise FM Trust	400-0000-4811	235.70	4/8/2026	131 - 24 Chev Silv #27NDJK
Enterprise FM Trust	700-0000-2317	352.90	4/8/2026	305 - 22 Chev Silv #25G5QR
Enterprise FM Trust	701-0000-2317	442.42	4/8/2026	301 - 24 Chev Silv #27MGR8
Enterprise FM Trust	400-0000-4810	705.27	4/8/2026	411 - 22 Chev Silv #25G8CL
Enterprise FM Trust	400-0000-4810	825.88	4/8/2026	420 - 23 Chev Silv #25XGMS
Enterprise FM Trust	701-0000-2317	448.48	4/8/2026	310 - 24 Chev Silv #27MGR3
Enterprise FM Trust	400-0000-4810	829.16	4/8/2026	201 - 22 GMC Yuko #25MPSN
Enterprise FM Trust	400-0000-4811	107.36	4/8/2026	419 - 23 Chev Silv #25XGMJ
Enterprise FM Trust	400-0000-4810	767.24	4/8/2026	131 - 24 Chev Silv #27NDJK
Enterprise FM Trust	400-0000-4810	586.52	4/8/2026	412 - 22 GMC Sier #25H28F
Enterprise FM Trust	400-0000-4811	40.11	4/8/2026	606 - 22 Ford Rang #25G23Z
Enterprise FM Trust	701-0000-4811	12.38	4/8/2026	305 - 22 Chev Silv #25G5QR
Enterprise FM Trust	400-0000-4811	57.50	4/8/2026	001 - 22 Ford Esca #26M3MH
Enterprise FM Trust	701-0000-4811	86.54	4/8/2026	315 - 24 Chev Silv #27MGTV
Enterprise FM Trust	400-0000-4810	520.32	4/8/2026	602 - 24 Chev Equi #27MF9K
Enterprise FM Trust	400-0000-4810	823.72	4/8/2026	130 - 24 GMC Sier #27NF7M

Last Name	Acct 1	Amount	Check Date	Description
Enterprise FM Trust	400-0000-4811	6.15	4/8/2026	140 - 22 Chev Silv #25G5J6
Enterprise FM Trust	700-0000-2317	442.42	4/8/2026	301 - 24 Chev Silv #27MGR8
Enterprise FM Trust	700-0000-4811	33.09	4/8/2026	307 - 23 Chev Equinox #262P8K
Enterprise FM Trust	400-0000-4811	110.37	4/8/2026	502 - 23 Chev Blazer #25XQVB
Enterprise FM Trust	400-0000-4811	29.97	4/8/2026	411 - 22 Chev Silv #25G8CL
Enterprise FM Trust	400-0000-4810	821.84	4/8/2026	410 - 24 GMC Sier #27NDJB
Enterprise FM Trust	400-0000-4811	151.36	4/8/2026	505 - 23 Chev Silv #26RP8Z
Enterprise FM Trust	701-0000-4811	87.34	4/8/2026	301 - 24 Chev Silv #27MGR8
Enterprise FM Trust	701-0000-2317	444.74	4/8/2026	314 - 24 Chev Silv #27MGTW
Enterprise FM Trust	400-0000-4810	829.07	4/8/2026	134 - 23 Chev Silv #25WNKR
Enterprise FM Trust	400-0000-4810	781.31	4/8/2026	203 - 23 Chev Silv #26RPC3
Enterprise FM Trust	700-0000-4811	87.35	4/8/2026	301 - 24 Chev Silv #27MGR8
Enterprise FM Trust	400-0000-4810	573.84	4/8/2026	801 - 24 Chry Paci #2754MQ
Enterprise FM Trust	400-0000-4810	716.39	4/8/2026	204 - 23 Chev Tahoe #25WDVL
Enterprise FM Trust	400-0000-4810	819.20	4/8/2026	402 - 23 Chev Silv #25XGMF
Enterprise FM Trust	701-0000-4811	86.54	4/8/2026	314 - 24 Chev Silv #27MGTW
Enterprise FM Trust	400-0000-4810	672.00	4/8/2026	603 - 25 Chev Equi #28CM4H
Enterprise FM Trust	701-0000-4811	33.09	4/8/2026	307 - 23 Chev Equinox #262P8K
Enterprise FM Trust	400-0000-4811	259.86	4/8/2026	410 - 24 GMC Sier #27NDJB
Enterprise FM Trust	400-0000-4811	37.22	4/8/2026	408 - 22 Chev Silv #25G89X
Enterprise FM Trust	400-0000-4810	829.09	4/8/2026	132 - 23 Chev Silv #25WNCN
Enterprise FM Trust	400-0000-4811	105.15	4/8/2026	132 - 23 Chev Silv #25WNCN
Enterprise FM Trust	400-0000-4810	692.22	4/8/2026	214 - 22 Chev Silv #25G5D2
Enterprise FM Trust	700-0000-4811	82.43	4/8/2026	303 - 24 Chev Silv #27MGR7
Enterprise FM Trust	701-0000-4811	86.88	4/8/2026	306 - 24 Chev Silv #27MGRB
Enterprise FM Trust	400-0000-4810	703.07	4/8/2026	140 - 22 Chev Silv #25G5J6
Enterprise FM Trust	400-0000-4810	684.82	4/8/2026	405 - 22 Chev Silv #25G5QQ
Enterprise FM Trust	400-0000-4811	259.80	4/8/2026	404 - 24 GMC Sier #27NDJJ
Enterprise FM Trust	400-0000-4810	716.39	4/8/2026	202 - 23 Chev Tahoe #25WDVJ
Enterprise FM Trust	400-0000-4811	219.56	4/8/2026	801 - 24 Chry Paci #2754MQ
Enterprise FM Trust	400-0000-4811	107.35	4/8/2026	403 - 23 Chev Silv #25XGMK
Enterprise FM Trust	400-0000-4810	820.12	4/8/2026	505 - 23 Chev Silv #26RP8Z
Enterprise FM Trust	400-0000-4811	21.32	4/8/2026	201 - 22 GMC Yuko #25MPSN
		35,532.80	4/8/2026	
Enterprise FM Trust		35,532.80		
Erdmann Thomas	101-1220-4240	157.25	4/8/2026	Duty Boot Reimbursement
		157.25	4/8/2026	

Last Name	Acct 1	Amount	Check Date	Description
Erdmann Thomas	101-1220-4381	330.27	4/15/2026	Mileage to Leadership Conference and Meals
		330.27	4/15/2026	
Erdmann Thomas		487.52		
Fatturi Ana	101-1220-4381	276.44	4/8/2026	Mileage & Dinner at Leadership Conference
		276.44	4/8/2026	
Fatturi Ana		276.44		
Ferguson Waterworks #2518	700-0000-4550	701.30	4/16/2026	curb box lids and supplies
Ferguson Waterworks #2518	700-0000-4550	70.13	4/16/2026	curb box repair top
		771.43	4/16/2026	
Ferguson Waterworks #2518		771.43		
FLEX TITLE COMPANY	700-0000-2020	1.06	4/15/2026	Refund Check 098165-000, 9041 RIVER ROCK DRIVE N
FLEX TITLE COMPANY	700-0000-2020	10.05	4/15/2026	Refund Check 098165-000, 9041 RIVER ROCK DRIVE N
FLEX TITLE COMPANY	720-0000-2020	10.98	4/15/2026	Refund Check 098165-000, 9041 RIVER ROCK DRIVE N
FLEX TITLE COMPANY	701-0000-2020	13.83	4/15/2026	Refund Check 098165-000, 9041 RIVER ROCK DRIVE N
		35.92	4/15/2026	
FLEX TITLE COMPANY		35.92		
Game One	101-1550-4120	2,543.39	4/16/2026	New bases for Lake Ann Ballfields - Replacements
Game One	101-1766-4128	539.17	4/16/2026	Adult Slow Pitch Softballs
		3,082.56	4/16/2026	
Game One		3,082.56		
GOPHER STATE ONE-CALL INC	701-0000-4300	234.90	4/16/2026	Utility locates-March
GOPHER STATE ONE-CALL INC	700-0000-4300	234.90	4/16/2026	Utility locates-March

Last Name	Acct 1	Amount	Check Date	Description
		469.80	4/16/2026	
GOPHER STATE ONE-CALL INC		469.80		
GoTo Communications Inc	701-0000-4310	58.49	4/8/2026	Telephone & Communication Charges
GoTo Communications Inc	101-1312-4310	191.48	4/8/2026	Telephone & Communication Charges
GoTo Communications Inc	101-1550-4310	51.19	4/8/2026	Telephone & Communication Charges
GoTo Communications Inc	700-0000-4310	58.49	4/8/2026	Telephone & Communication Charges
GoTo Communications Inc	101-1170-4310	2,420.76	4/8/2026	Telephone & Communication Charges
		2,780.41	4/8/2026	
GoTo Communications Inc		2,780.41		
GRANICUS INC	101-1125-4221	9,217.74	4/16/2026	Granicus streaming encoding agenda software
		9,217.74	4/16/2026	
GRANICUS INC		9,217.74		
GRAYBAR	101-1550-4120	838.80	4/16/2026	LA Ballfield Bulbs (replacements)
		838.80	4/16/2026	
GRAYBAR		838.80		
GS DIRECT INC	101-1120-4110	224.79	4/16/2026	Plotter paper
		224.79	4/16/2026	
GS DIRECT INC		224.79		
Guard Guys, LLC	101-1120-4352	111.80	4/9/2026	Background Check
		111.80	4/9/2026	

Last Name	Acct 1	Amount	Check Date	Description
Guard Guys, LLC		111.80		
Hagberg Home Service LLC	101-0000-2073	500.00	4/16/2026	Erosion escrow 6880 Nez Perce Dr #686109
		500.00	4/16/2026	
Hagberg Home Service LLC		500.00		
Hance Kelly	202-0000-3830	200.00	4/15/2026	Selling cemetery plot back to the city - Kelly Hance
		200.00	4/15/2026	
Hance Kelly		200.00		
HENKEL GREGORY JOHN	700-0000-2020	18.66	4/15/2026	Refund Check 005684-000, 8699 MARY JANE CIRCLE
HENKEL GREGORY JOHN	700-0000-2020	1.60	4/15/2026	Refund Check 005684-000, 8699 MARY JANE CIRCLE
HENKEL GREGORY JOHN	720-0000-2020	16.52	4/15/2026	Refund Check 005684-000, 8699 MARY JANE CIRCLE
HENKEL GREGORY JOHN	701-0000-2020	31.20	4/15/2026	Refund Check 005684-000, 8699 MARY JANE CIRCLE
		67.98	4/15/2026	
HENKEL GREGORY JOHN		67.98		
Houston Engineering Inc	101-1310-4300	789.50	4/9/2026	Standard Detail Updates
		789.50	4/9/2026	
Houston Engineering Inc		789.50		
HUELIFE	101-1120-4374	5,575.00	4/16/2026	HUE LIFE Insights certification for Matt Unmacht
		5,575.00	4/16/2026	
HUELIFE		5,575.00		
I & S Group, Inc	701-6064-4303	187.12	4/16/2026	Sanitary @ 5%
I & S Group, Inc	720-6064-4303	411.68	4/16/2026	Storm @ 11%

Last Name	Acct 1	Amount	Check Date	Description
I & S Group, Inc	601-6064-4303	2,956.58	4/16/2026	PMP @ 79%
I & S Group, Inc	700-6064-4303	187.12	4/16/2026	Water @ 5%
		3,742.50	4/16/2026	
I & S Group, Inc		3,742.50		
INDEPENDENT SCHOOL DIST 112	101-1530-4322	1,280.68	4/16/2026	Jan-Mar Sewer/Water
INDEPENDENT SCHOOL DIST 112	101-1530-4320	6,982.11	4/16/2026	Jan-Mar Electricity
INDEPENDENT SCHOOL DIST 112	101-1530-4321	8,479.39	4/16/2026	Jan Mar Gas
		16,742.18	4/16/2026	
INDEPENDENT SCHOOL DIST 112		16,742.18		
Indigo Signs	101-1220-4240	157.95	4/16/2026	Par Tags
		157.95	4/16/2026	
Indigo Signs		157.95		
Infosend, Inc	701-1130-4111	279.87	4/9/2026	February Statement
Infosend, Inc	700-1130-4111	279.88	4/9/2026	February Statement
Infosend, Inc	720-1130-4111	279.87	4/9/2026	February Statement
Infosend, Inc	701-1130-4330	931.95	4/9/2026	February Postage
Infosend, Inc	720-1130-4330	931.95	4/9/2026	February Postage
Infosend, Inc	700-1130-4330	931.96	4/9/2026	February Postage
		3,635.48	4/9/2026	
Infosend, Inc	720-1130-4111	306.93	4/16/2026	March Statement
Infosend, Inc	720-1130-4330	1,012.70	4/16/2026	March Postage
Infosend, Inc	701-1130-4330	1,012.70	4/16/2026	March Postage
Infosend, Inc	700-1130-4330	1,012.70	4/16/2026	March Postage
Infosend, Inc	700-1130-4111	306.94	4/16/2026	March Statement
Infosend, Inc	701-1130-4111	306.94	4/16/2026	March Statement
		3,958.91	4/16/2026	

Last Name	Acct 1	Amount	Check Date	Description
Infosend, Inc		7,594.39		
KANGAS LISA	720-0000-2020	0.62	4/15/2026	Refund Check 021056-000, 2844 CENTURY TRAIL
KANGAS LISA	700-0000-2020	1.87	4/15/2026	Refund Check 021056-000, 2844 CENTURY TRAIL
KANGAS LISA	700-0000-2020	0.20	4/15/2026	Refund Check 021056-000, 2844 CENTURY TRAIL
KANGAS LISA	701-0000-2020	2.58	4/15/2026	Refund Check 021056-000, 2844 CENTURY TRAIL
		5.27	4/15/2026	
KANGAS LISA		5.27		
KELLINGTON CONSTRUCTION	414-4010-4702	159,885.00	4/16/2026	Pay App #14 Civic Campus
		159,885.00	4/16/2026	
KELLINGTON CONSTRUCTION		159,885.00		
Keys Well Drilling Co	700-7025-4751	45,752.00	4/9/2026	Well 8 & 11 Rehab Project #25-11
		45,752.00	4/9/2026	
Keys Well Drilling Co		45,752.00		
KIMLEY HORN AND ASSOCIATES INC	601-6057-4303	26,475.00	4/16/2026	Market Blvd
		26,475.00	4/16/2026	
KIMLEY HORN AND ASSOCIATES INC		26,475.00		
Kurilla Contracting Company	720-7025-4751	61,773.75	4/9/2026	2025 Pond Maintenance Project
		61,773.75	4/9/2026	
Kurilla Contracting Company		61,773.75		
Lano Equipment	400-4153-4705	62,959.04	4/9/2026	L28 Bobcat Loader bucket broom snow blower blade

Last Name	Acct 1	Amount	Check Date	Description
		62,959.04	4/9/2026	
Lano Equipment		62,959.04		
LEAGUE OF MN CITIES INS TRUST	101-1170-4483	4,801.40	4/16/2026	damages to vehicle hit by city vehicle
		4,801.40	4/16/2026	
LEAGUE OF MN CITIES INS TRUST		4,801.40		
LEINES SONJA F.	700-0000-2020	1.68	4/15/2026	Refund Check 015757-000, 2734 CENTURY TRAIL
LEINES SONJA F.	700-0000-2020	8.51	4/15/2026	Refund Check 015757-000, 2734 CENTURY TRAIL
LEINES SONJA F.	701-0000-2020	21.94	4/15/2026	Refund Check 015757-000, 2734 CENTURY TRAIL
LEINES SONJA F.	720-0000-2020	5.28	4/15/2026	Refund Check 015757-000, 2734 CENTURY TRAIL
		37.41	4/15/2026	
LEINES SONJA F.		37.41		
LVC Companies Inc	700-7019-4510	2,974.09	4/9/2026	EWTP-Work on Fire WatchPanel
		2,974.09	4/9/2026	
LVC Companies Inc		2,974.09		
Macqueen Emergency Group	201-0000-4705	1,179.08	4/9/2026	New Nozzles
		1,179.08	4/9/2026	
Macqueen Emergency Group		1,179.08		
Marco Inc	701-0000-4410	111.00	4/15/2026	Konica copier
Marco Inc	101-1170-4410	832.50	4/15/2026	Konica copier
Marco Inc	700-0000-4410	111.00	4/15/2026	Konica copier
Marco Inc	720-0000-4410	55.50	4/15/2026	Konica copier

Last Name	Acct 1	Amount	Check Date	Description
		1,110.00	4/15/2026	
Marco Inc		1,110.00		
MCCLELLAN MASON R.	720-0000-2020	13.06	4/15/2026	Refund Check 105858-000, 1525 HEMLOCK WAY
MCCLELLAN MASON R.	701-0000-2020	16.44	4/15/2026	Refund Check 105858-000, 1525 HEMLOCK WAY
MCCLELLAN MASON R.	700-0000-2020	1.26	4/15/2026	Refund Check 105858-000, 1525 HEMLOCK WAY
MCCLELLAN MASON R.	700-0000-2020	6.37	4/15/2026	Refund Check 105858-000, 1525 HEMLOCK WAY
		37.13	4/15/2026	
MCCLELLAN MASON R.		37.13		
MCGINTY CHRISTOPHER	700-0000-2020	19.96	4/15/2026	Refund Check 095305-000, 6310 STAGHORN LANE
MCGINTY CHRISTOPHER	701-0000-2020	33.51	4/15/2026	Refund Check 095305-000, 6310 STAGHORN LANE
MCGINTY CHRISTOPHER	700-0000-2020	0.85	4/15/2026	Refund Check 095305-000, 6310 STAGHORN LANE
MCGINTY CHRISTOPHER	720-0000-2020	12.08	4/15/2026	Refund Check 095305-000, 6310 STAGHORN LANE
		66.40	4/15/2026	
MCGINTY CHRISTOPHER		66.40		
MERLINS ACE HARDWARE	700-0000-4550	59.88	4/16/2026	Cored Plug 1/4 MPT
MERLINS ACE HARDWARE	700-0000-4150	15.99	4/16/2026	Map Pro Gas
MERLINS ACE HARDWARE	700-7019-4150	19.96	4/16/2026	Cored Plug 1/4 MPT
MERLINS ACE HARDWARE	101-1550-4120	179.83	4/16/2026	Clamp Oil Chainsaw Loop Paint Lubricant
MERLINS ACE HARDWARE	101-1320-4260	49.99	4/16/2026	2 in 1 File Guide
		325.65	4/16/2026	
MERLINS ACE HARDWARE		325.65		
Metronet Holdings, LLC	700-7043-4310	56.61	4/8/2026	Telephone & Communication Charges
		56.61	4/8/2026	
Metronet Holdings, LLC	101-1190-4310	106.50	4/15/2026	Telephone & Communication Charges

Last Name	Acct 1	Amount	Check Date	Description
		106.50	4/15/2026	
Metronet Holdings, LLC		163.11		
METROPOLITAN COUNCIL	701-0000-4509	264,887.91	4/9/2026	wastewater service-May 2026
		264,887.91	4/9/2026	
METROPOLITAN COUNCIL		264,887.91		
Meyer John & Leigh	101-0000-2073	500.00	4/16/2026	Erosion escrow 6851 Utica Ln #708279
		500.00	4/16/2026	
Meyer John & Leigh		500.00		
Midwest Pump Works	701-0000-4551	49.00	4/9/2026	Halliday Padlock Bar
		49.00	4/9/2026	
Midwest Pump Works		49.00		
Minnesota Ground Control LLC	601-6040-4300	3,420.92	4/9/2026	City @ 25%
Minnesota Ground Control LLC	601-6140-4300	10,262.75	4/9/2026	County @75%
		13,683.67	4/9/2026	
Minnesota Ground Control LLC		13,683.67		
MINNESOTA PETROLEUM SERVICE INC	101-1370-4530	228.00	4/9/2026	lift inspection
		228.00	4/9/2026	
MINNESOTA PETROLEUM SERVICE INC		228.00		
MN Board of Water and Soil Resources	720-0000-4300	2,033.71	4/15/2026	Wetland Banking Credits Sale

Last Name	Acct 1	Amount	Check Date	Description
		2,033.71	4/15/2026	
MN Board of Water and Soil Resources		2,033.71		
MN DEPT OF HEALTH	416-0000-4300	550.00	4/8/2026	Construction Plan Review Application
		550.00	4/8/2026	
MN DEPT OF HEALTH		550.00		
MN DEPT OF LABOR AND INDUSTRY	101-0000-2022	3,972.32	4/9/2026	March 2026 Surcharge
MN DEPT OF LABOR AND INDUSTRY	101-1250-3818	-79.45	4/9/2026	March 2026 Surcharge
		3,892.87	4/9/2026	
MN DEPT OF LABOR AND INDUSTRY		3,892.87		
MN TRUCKING ASSOCIATION	101-1320-4140	410.37	4/9/2026	inspection forms
		410.37	4/9/2026	
MN TRUCKING ASSOCIATION		410.37		
NAPA AUTO & TRUCK PARTS	101-1320-4120	185.99	4/9/2026	filters / wiper blades
		185.99	4/9/2026	
NAPA AUTO & TRUCK PARTS	101-1550-4120	64.20	4/16/2026	wiper blades /grease caps / bulb
NAPA AUTO & TRUCK PARTS	101-1370-4170	41.94	4/16/2026	oil
		106.14	4/16/2026	
NAPA AUTO & TRUCK PARTS		292.13		
NOVEL SOLAR THREE, LLC	700-0000-4320	5,124.85	4/15/2026	Electric Charges
NOVEL SOLAR THREE, LLC	101-1350-4320	107.13	4/15/2026	Electric Charges
NOVEL SOLAR THREE, LLC	701-0000-4320	2,802.47	4/15/2026	Electric Charges

Last Name	Acct 1	Amount	Check Date	Description
		8,034.45	4/15/2026	
NOVEL SOLAR THREE, LLC		8,034.45		
NvoicePay	101-1130-4300	712.70	4/16/2026	Payment processing-March
		712.70	4/16/2026	
NvoicePay		712.70		
Oneloveyoga	101-1611-4345	300.00	4/9/2026	FebFest Snow Yoga
		300.00	4/9/2026	
Oneloveyoga		300.00		
O'Reilly Automotive Inc	101-1550-4120	7.83	4/16/2026	16oz Rain-X
O'Reilly Automotive Inc	101-1220-4140	87.42	4/16/2026	Brake Pads Cermic Pads
O'Reilly Automotive Inc	101-1220-4140	-328.32	4/16/2026	Returns - Core Water Pump Trans Bag
O'Reilly Automotive Inc	700-0000-4120	101.78	4/16/2026	Ful-Basecoat Reducer
O'Reilly Automotive Inc	700-0000-4140	36.26	4/16/2026	Sandpaper
O'Reilly Automotive Inc	700-0000-4140	17.77	4/16/2026	Masterpro Refinishing
O'Reilly Automotive Inc	101-1550-4120	11.75	4/16/2026	16oz Liquid Wax
O'Reilly Automotive Inc	101-1220-4140	6.85	4/16/2026	LTR Well
O'Reilly Automotive Inc	101-1550-4140	254.19	4/16/2026	Core Return Battery Core Charge
		195.53	4/16/2026	
O'Reilly Automotive Inc		195.53		
Ott Travis	101-1538-4343	310.92	4/16/2026	Q1 Youth TKD
Ott Travis	101-1539-4343	163.50	4/16/2026	Q1 Adult TKD
		474.42	4/16/2026	
Ott Travis		474.42		

Last Name	Acct 1	Amount	Check Date	Description
Outdoor Link Inc	101-1520-4359	26.16	4/16/2026	LC Per MN Statute 471.425
Outdoor Link Inc	101-1600-4130	1,744.00	4/16/2026	Lake Ann Ballfield Lighting Controller
		1,770.16	4/16/2026	
Outdoor Link Inc		1,770.16		
P & L AUTOMOTIVE	101-1320-4120	400.00	4/9/2026	undercoating
		400.00	4/9/2026	
P & L AUTOMOTIVE		400.00		
PATCHIN MESSNER	601-6058-4701	1,896.25	4/16/2026	TH 41/MMSW -Property Appraisal
		1,896.25	4/16/2026	
PATCHIN MESSNER		1,896.25		
PDCM/SCSU-DDP	101-1560-4343	453.00	4/16/2026	55 Alive Driver Safety Class
		453.00	4/16/2026	
PDCM/SCSU-DDP		453.00		
Perfection Plus, Inc	101-1190-4511	105.79	4/9/2026	cleaning services for March 1
		105.79	4/9/2026	
Perfection Plus, Inc		105.79		
PLAYPOWER LT FARMINGTON	101-1550-4120	1,645.00	4/16/2026	equip repair
		1,645.00	4/16/2026	
PLAYPOWER LT FARMINGTON		1,645.00		

Last Name	Acct 1	Amount	Check Date	Description
Potentia MN Solar	101-1170-4320	123.13	4/8/2026	Electric Charges
Potentia MN Solar	101-1190-4320	2,821.72	4/8/2026	Electric Charges
Potentia MN Solar	700-0000-4320	1,369.92	4/8/2026	Electric Charges
Potentia MN Solar	101-1170-4320	100.91	4/8/2026	Electric Charges
Potentia MN Solar	700-0000-4320	945.56	4/8/2026	Electric Charges
Potentia MN Solar	101-1190-4320	2,205.88	4/8/2026	Electric Charges
		7,567.12	4/8/2026	
Potentia MN Solar		7,567.12		
PRECISE MRM LLC	101-1320-4310	315.00	4/16/2026	AVL plow trucks
		315.00	4/16/2026	
PRECISE MRM LLC		315.00		
Premium Waters, Inc	101-1550-4120	4.38	4/16/2026	Lake Ann Water
		4.38	4/16/2026	
Premium Waters, Inc		4.38		
PUMP AND METER SERVICE INC	402-1316-4706	27,603.22	4/9/2026	fuel dispensers
		27,603.22	4/9/2026	
PUMP AND METER SERVICE INC		27,603.22		
Ready Watt Electric	101-1220-4533	5,715.00	4/16/2026	Siren Maintenance on all City Sirens
		5,715.00	4/16/2026	
Ready Watt Electric		5,715.00		
Renn Scott	101-0000-2073	500.00	4/16/2026	Erosion escrow 4080 White Oak Ln #701089

Last Name	Acct 1	Amount	Check Date	Description
		500.00	4/16/2026	
Renn Scott		500.00		
Rent N Save Portable Services	101-1611-4410	386.30	4/16/2026	FebFest 2026 portable restrooms
Rent N Save Portable Services	101-1550-4400	1,157.75	4/16/2026	portable restrooms
		1,544.05	4/16/2026	
Rent N Save Portable Services		1,544.05		
ROADKILL ANIMAL CONTROL	101-1320-4300	477.00	4/16/2026	road side clean up roadkill
		477.00	4/16/2026	
ROADKILL ANIMAL CONTROL		477.00		
RYAN PAUL & ALISON	700-0000-2020	1.32	4/15/2026	Refund Check 105154-000, 7320 CACTUS CURVE
RYAN PAUL & ALISON	701-0000-2020	17.22	4/15/2026	Refund Check 105154-000, 7320 CACTUS CURVE
RYAN PAUL & ALISON	700-0000-2020	9.60	4/15/2026	Refund Check 105154-000, 7320 CACTUS CURVE
RYAN PAUL & ALISON	720-0000-2020	13.67	4/15/2026	Refund Check 105154-000, 7320 CACTUS CURVE
		41.81	4/15/2026	
RYAN PAUL & ALISON		41.81		
SCU PROPERTY 4, LLC	720-0000-2020	5.12	4/15/2026	Refund Check 102284-002, 6970 CHAPARRAL LANE
SCU PROPERTY 4, LLC	700-0000-2020	2.50	4/15/2026	Refund Check 102284-002, 6970 CHAPARRAL LANE
SCU PROPERTY 4, LLC	701-0000-2020	6.46	4/15/2026	Refund Check 102284-002, 6970 CHAPARRAL LANE
SCU PROPERTY 4, LLC	700-0000-2020	0.50	4/15/2026	Refund Check 102284-002, 6970 CHAPARRAL LANE
		14.58	4/15/2026	
SCU PROPERTY 4, LLC		14.58		
SEH	101-1520-4359	433.06	4/9/2026	LC Per MN Statute 471.425
SEH	410-4410-4300	14,435.25	4/9/2026	Lake Ann Park Preserve

Last Name	Acct 1	Amount	Check Date	Description
SEH	410-4410-4751	13,571.32	4/9/2026	Lake Ann Park Preserve
		28,439.63	4/9/2026	
SEH		28,439.63		
SINGER DONALD	700-0000-2020	8.51	4/15/2026	Refund Check 016733-000, 600 LYMAN BLVD
SINGER DONALD	720-0000-2020	17.44	4/15/2026	Refund Check 016733-000, 600 LYMAN BLVD
SINGER DONALD	700-0000-2020	1.68	4/15/2026	Refund Check 016733-000, 600 LYMAN BLVD
SINGER DONALD	701-0000-2020	21.97	4/15/2026	Refund Check 016733-000, 600 LYMAN BLVD
		49.60	4/15/2026	
SINGER DONALD		49.60		
SPAIN MARK & ALEISA	720-0000-2020	14.09	4/15/2026	Refund Check 105712-000, 9064 MILLS LANE
		14.09	4/15/2026	
SPAIN MARK & ALEISA		14.09		
Sports Facilities Companies LLC	416-0000-4300	10,000.00	4/9/2026	Development contract
		10,000.00	4/9/2026	
Sports Facilities Companies LLC		10,000.00		
Springbrook	720-0000-4358	75.06	4/9/2026	CivicPay Transaction Fee
Springbrook	700-0000-4358	150.12	4/9/2026	CivicPay Transaction Fee
Springbrook	701-0000-4358	150.12	4/9/2026	CivicPay Transaction Fee
		375.30	4/9/2026	
Springbrook		375.30		
SRF CONSULTING GROUP INC	601-6058-4303	128.73	4/16/2026	TH41/MMSW Roundabout

Last Name	Acct 1	Amount	Check Date	Description
		128.73	4/16/2026	
SRF CONSULTING GROUP INC		128.73		
SUBURBAN CHEVROLET	101-1550-4140	41.86	4/16/2026	Turn signal switch
		41.86	4/16/2026	
SUBURBAN CHEVROLET		41.86		
SUBURBAN RATE AUTHORITY	101-1310-4365	3,048.00	4/8/2026	2026 SRA Membership Assessment
		3,048.00	4/8/2026	
SUBURBAN RATE AUTHORITY		3,048.00		
SUMMIT FIRE PROTECTION	700-7043-4510	484.00	4/9/2026	service call fire panel
SUMMIT FIRE PROTECTION	101-1220-4510	374.00	4/9/2026	service call fire panel
		858.00	4/9/2026	
SUMMIT FIRE PROTECTION		858.00		
TBEI, Inc	400-4108-4704	138,384.00	4/9/2026	#103 box sander prewet hydraulics plow & wing und
		138,384.00	4/9/2026	
TBEI, Inc		138,384.00		
TimeSaver Off Site Secretarial, Inc	101-1125-4300	178.00	4/16/2026	Planning Commission minutes 3.17.26
TimeSaver Off Site Secretarial, Inc	101-1125-4300	219.50	4/16/2026	Park & Rec Commission minutes 3.24.26
TimeSaver Off Site Secretarial, Inc	101-1125-4300	178.00	4/16/2026	City Council minutes 3.23.26
		575.50	4/16/2026	

Last Name	Acct 1	Amount	Check Date	Description
TimeSaver Off Site Secretarial, Inc		575.50		
TITLESMART	700-0000-2020	0.30	4/15/2026	Refund Check 105828-000, 3840 LESLEE CURVE
TITLESMART	700-0000-2020	1.54	4/15/2026	Refund Check 105828-000, 3840 LESLEE CURVE
TITLESMART	701-0000-2020	3.97	4/15/2026	Refund Check 105828-000, 3840 LESLEE CURVE
TITLESMART	720-0000-2020	3.15	4/15/2026	Refund Check 105828-000, 3840 LESLEE CURVE
		8.96	4/15/2026	
TITLESMART		8.96		
TK Elevator Corporation	414-4010-4702	8,155.90	4/9/2026	Pay App #5 Civic Campus - Final
		8,155.90	4/9/2026	
TK Elevator Corporation		8,155.90		
TRADEMARK TITLE SERVICES	720-0000-2020	24.29	4/15/2026	Refund Check 103031-000, 2195 LAKE HARRISON ROAD
TRADEMARK TITLE SERVICES	700-0000-2020	45.83	4/15/2026	Refund Check 103031-000, 2195 LAKE HARRISON ROAD
TRADEMARK TITLE SERVICES	700-0000-2020	2.35	4/15/2026	Refund Check 103031-000, 2195 LAKE HARRISON ROAD
TRADEMARK TITLE SERVICES	701-0000-2020	91.77	4/15/2026	Refund Check 103031-000, 2195 LAKE HARRISON ROAD
		164.24	4/15/2026	
TRADEMARK TITLE SERVICES		164.24		
TRAFFIC CONTROL CORPORATION	101-1350-4566	4,800.00	4/16/2026	Annual intersection maintenance
		4,800.00	4/16/2026	
TRAFFIC CONTROL CORPORATION		4,800.00		
USA BLUE BOOK	700-7043-4160	991.84	4/16/2026	chemicals
USA BLUE BOOK	700-7019-4160	760.24	4/16/2026	chemicals
		1,752.08	4/16/2026	

Last Name	Acct 1	Amount	Check Date	Description
USA BLUE BOOK		1,752.08		
VERIZON WIRELESS	101-1220-4310	645.99	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1312-4310	115.23	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1320-4310	321.97	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1550-4310	429.58	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1250-4310	292.15	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1160-4310	76.82	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1170-4310	147.60	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	700-0000-4310	491.03	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	720-0000-4310	211.31	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1120-4310	131.85	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	701-0000-4310	351.92	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1530-4310	38.41	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1600-4310	236.83	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1420-4310	173.68	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1310-4310	228.07	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1540-4310	40.01	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1520-4310	55.81	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1370-4310	101.14	4/8/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1110-4310	40.01	4/8/2026	Telephone & Communication Charges
		4,129.41	4/8/2026	
VERIZON WIRELESS		4,129.41		
Vickerman Tyler	101-1250-4360	130.00	4/8/2026	Exam Fee License Fee
		130.00	4/8/2026	
Vickerman Tyler		130.00		
WALKER MICHAEL T. & KIMBERLY	700-0000-2020	12.97	4/15/2026	Refund Check 099345-000, 8042 AUTUMN RIDGE WAY
WALKER MICHAEL T. & KIMBERLY	700-0000-2020	2.57	4/15/2026	Refund Check 099345-000, 8042 AUTUMN RIDGE WAY
WALKER MICHAEL T. & KIMBERLY	720-0000-2020	6.89	4/15/2026	Refund Check 099345-000, 8042 AUTUMN RIDGE WAY
WALKER MICHAEL T. & KIMBERLY	701-0000-2020	33.47	4/15/2026	Refund Check 099345-000, 8042 AUTUMN RIDGE WAY
		55.90	4/15/2026	

Last Name	Acct 1	Amount	Check Date	Description
WALKER MICHAEL T. & KIMBERLY		55.90		
Waste Management of Minnesota, Inc	101-1190-4329	360.59	4/16/2026	Garbage service-April
Waste Management of Minnesota, Inc	101-1220-4329	87.48	4/16/2026	Garbage service-April
Waste Management of Minnesota, Inc	701-0000-4329	18.81	4/16/2026	Garbage Service-April
Waste Management of Minnesota, Inc	101-1550-4329	737.42	4/16/2026	Garbage Service-April
Waste Management of Minnesota, Inc	101-1170-4329	195.78	4/16/2026	Garbage service-April
Waste Management of Minnesota, Inc	700-0000-4329	18.81	4/16/2026	Garbage Service-April
Waste Management of Minnesota, Inc	101-1312-4329	150.51	4/16/2026	Garbage Service-April
		1,569.40	4/16/2026	
Waste Management of Minnesota, Inc		1,569.40		
WATERMARK TITLE AGENCY	720-0000-2020	28.19	4/15/2026	Refund Check 104293-000, 7136 PEARL DRIVE
WATERMARK TITLE AGENCY	701-0000-2020	59.39	4/15/2026	Refund Check 104293-000, 7136 PEARL DRIVE
WATERMARK TITLE AGENCY	700-0000-2020	27.25	4/15/2026	Refund Check 104293-000, 7136 PEARL DRIVE
WATERMARK TITLE AGENCY	700-0000-2020	2.72	4/15/2026	Refund Check 104293-000, 7136 PEARL DRIVE
		117.55	4/15/2026	
WATERMARK TITLE AGENCY		117.55		
WELU JOSEPH	700-0000-2020	268.94	4/15/2026	Refund Check 100706-000, 7135 GUNFLINT TRAIL
WELU JOSEPH	720-0000-2020	293.72	4/15/2026	Refund Check 100706-000, 7135 GUNFLINT TRAIL
WELU JOSEPH	701-0000-2020	369.90	4/15/2026	Refund Check 100706-000, 7135 GUNFLINT TRAIL
WELU JOSEPH	700-0000-2020	28.37	4/15/2026	Refund Check 100706-000, 7135 GUNFLINT TRAIL
		960.93	4/15/2026	
WELU JOSEPH		960.93		
WSB & ASSOCIATES INC	701-0000-4706	363.63	4/9/2026	Lake Ann Beach Improvements
WSB & ASSOCIATES INC	720-0000-4706	1,030.29	4/9/2026	Lake Ann Beach Improvements
WSB & ASSOCIATES INC	420-4153-4706	1,575.73	4/9/2026	Lake Ann Beach Improvements
WSB & ASSOCIATES INC	601-6040-4300	1,006.82	4/9/2026	City @ 25%
WSB & ASSOCIATES INC	720-7025-4300	24,541.50	4/9/2026	2025 Pond Maintenance
WSB & ASSOCIATES INC	720-0000-4300	342.00	4/9/2026	WCA Support
WSB & ASSOCIATES INC	101-1311-4306	1,040.00	4/9/2026	GIS Support Services

Last Name	Acct 1	Amount	Check Date	Description
WSB & ASSOCIATES INC	410-0000-4706	3,090.85	4/9/2026	Lake Ann Beach Improvements
WSB & ASSOCIATES INC	720-0000-4300	3,772.25	4/9/2026	Water Resources Support Services
WSB & ASSOCIATES INC	601-6140-4300	3,020.48	4/9/2026	County @75%
		39,783.55	4/9/2026	
WSB & ASSOCIATES INC		39,783.55		
WW GRAINGER INC	101-1312-4150	282.60	4/9/2026	custodian work cart
WW GRAINGER INC	101-1170-4150	282.60	4/9/2026	custodian work cart
WW GRAINGER INC	101-1190-4150	282.60	4/9/2026	custodian work cart
WW GRAINGER INC	700-7043-4120	1,284.73	4/9/2026	fan/motor and supplies
		2,132.53	4/9/2026	
WW GRAINGER INC	700-7043-4120	111.82	4/16/2026	thermostat supplies
WW GRAINGER INC	700-0000-4550	146.92	4/16/2026	well hr meter
WW GRAINGER INC	700-7043-4120	329.34	4/16/2026	thermostat supplies
WW GRAINGER INC	700-7019-4120	28.46	4/16/2026	new thermostat
		616.54	4/16/2026	
WW GRAINGER INC		2,749.07		
XCEL ENERGY INC	701-0000-4320	153.96	4/8/2026	Electric Charges
XCEL ENERGY INC	700-0000-4320	153.96	4/8/2026	Electric Charges
XCEL ENERGY INC	101-1312-4320	1,231.68	4/8/2026	Electric Charges
		1,539.60	4/8/2026	
XCEL ENERGY INC		1,539.60		
Xuan Tuyet Doan-Nguyen Jennifer	101-1538-4343	474.42	4/16/2026	Q1 Tae Kwon Do Instruction
		474.42	4/16/2026	
Xuan Tuyet Doan-Nguyen Jennifer		474.42		
Zoho Corporation	101-1160-4205	270.00	4/9/2026	Single license service desk Facilities

Last Name	Acct 1	Amount	Check Date	Description
		270.00	4/9/2026	
Zoho Corporation		270.00		
		1,145,649.23		

City Council Item

April 27, 2026

Item	Approve a Conditional Use Permit for a Contractor's Yard located at 1480 Park Road	
File No.	Planning Case #2026-05	**Item No:** D.7
Agenda Section	**CONSENT AGENDA**	
Prepared By	Rachel Arsenault, Associate Planner	
Reviewed By	Laurie Hokkanen	

SUGGESTED ACTION

"The Chanhassen City Council approves the conditional use permit for a contractor's yard at 1480 Park Road, subject to staff conditions."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Development & Redevelopment

SUMMARY

Applicant is requesting a conditional use permit for a contractor's yard at the property located at 1480 Park Road.

BACKGROUND

The property currently has an office building located on the west side of the property with a parking lot spanning the east side and wrapping around the back of the building. There is a chain-link fence separating the front portion of the parking lot from the rest for storage of trailers and trucks.

This property is currently not conforming with code, as a different contractor is operating out of the premises without a conditional use permit. The conditional use permit application and subsequent construction will bring the property into compliance with the sale of the property to new ownership.

DISCUSSION

BUDGET

RECOMMENDATION

The Chanhassen Planning Commission adopted findings of fact and recommendation for approval of the requested conditional use permit, subject to the conditions outlined in the staff report.

ATTACHMENTS

Development Application
Narrative
Survey
Plan Set
Architectural Elevations
Staff Report
Conditional Use Permit
CUP Findings of Fact

COMMUNITY DEVELOPMENT DEPARTMENT
Planning Division – 7700 Market Boulevard
Mailing Address – P.O. Box 147, Chanhassen, MN 55317
Phone: (952) 227-1100 / Fax: (952) 227-1110

CITY OF CHANHASSEN

APPLICATION FOR DEVELOPMENT REVIEW

Submittal Date: _____ PC Date: _____ CC Date: _____ 60-Day Review Date: _____

Section 1: Application Type (check all that apply)

(Refer to the appropriate Application Checklist for required submittal information that must accompany this application)

- ☐ Comprehensive Plan Amendment $700
- ☒ Conditional Use Permit (CUP)
  - ☐ Single-Family Residence $400
  - ☒ All Others $600
- ☐ Interim Use Permit (IUP)
  - ☐ In conjunction with Single-Family Residence.. $400
  - ☐ All Others $600
- ☐ Rezoning (REZ)
  - ☐ Planned Unit Development (PUD)..... $750
  - ☐ Minor Amendment to existing PUD $100
  - ☐ All Others $600
- ☐ Sign Plan Review..... $150
- ☐ Site Plan Review (SPR)
  - ☐ Administrative..... $100
  - ☐ Residential/Commercial/Industrial Districts.. $750**
- ☐ Subdivision (SUB)
  - ☐ Plat 3 lots or less..... $500
  - ☐ Plat over 3 lots $1250
  - ☐ Metes & Bounds (2 lots)..... $300
  - ☐ Consolidate Lots $150
  - ☐ Administrative Subd. (Line Adjustment)..... $150
  - ☐ Final Plat..... $700*
- ☐ Vacation of Easements/Right-of-way (VAC)..... $300
  (Additional recording fees may apply)
- ☐ Variance (VAR) $200
- ☐ Wetland Alteration Permit (WAP)
  - ☐ Single-Family Residence..... $150
  - ☐ All Others..... $275
- ☐ Appeal of Administrative Decision..... $200
- ☐ Zoning Ordinance Amendment (ZOA)..... $500

***NOTE:** When multiple applications are processed concurrently, the appropriate fee shall be charged for each application.*

- ☒ Notification Sign (City to install and remove)..... $200
- ☐ Escrow for Recording Documents (check all that apply) ..... $ per document
  - ☒ Conditional Use Permit - $50
  - ☐ Wetland Alteration Permit - $50
  - ☐ Variance - $50
  - ☐ Interim Use Permit - $50
  - ☐ Easements (____ easements) - $85
  - ☐ Metes & Bounds Sub (2 deeds) - $250
  - ☐ Site Plan Agreement - $85
  - ☐ Vacation - $85
  - ☐ Deeds - $100

TOTAL FEE: _____

*Includes $450 escrow for attorney costs.
**Additional escrow may be required for other applications through the development contract.

Section 2: Required Information

Description of Proposal: CUP for Contracting Yard

Property Address or Location: 1480 Park Rd.

Parcel #: 25.193003l Legal Description: Section 14 Township 116 Range 023 Chanhassen Lakes Bus. Park 5th Block 001 P/O lot 3 Exc.

Total Acreage: 1.3 Wetlands Present? ☐ Yes ☒ No

Present Zoning: IOP Requested Zoning: IOP

Present Land Use Designation: Office/Industrial Requested Land Use Designation: Office/Industrial

Existing Use of Property: 4000 ft office 12410 ft Warehouse, outside storage

☐ Check box if separate narrative is attached.

Section 3: Property Owner and Applicant Information

APPLICANT OTHER THAN PROPERTY OWNER: In signing this application, I, as applicant, represent to have obtained authorization from the property owner to file this application. I agree to be bound by conditions of approval, subject only to the right to object at the hearings on the application or during the appeal period. If this application has not been signed by the property owner, I have attached separate documentation of full legal capacity to file the application. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application. I will keep myself informed of the deadlines for submission of material and the progress of this application. I further understand that additional fees may be charged for consulting fees, feasibility studies, etc. with an estimate prior to any authorization to proceed with the study. I certify that the information and exhibits submitted are true and correct.

Name: Steinhagen Properties, LLC
Contact: Alan R Steinhagen
Address: 8815 Tiller Ave
Phone: —
City/State/Zip: NVA, MN 55397
Cell: 612-618-5591
Email: [redacted]
Fax: —
Signature: Alan R Steinhagen
Date: 1-28-26

PROPERTY OWNER: In signing this application, I, as property owner, have full legal capacity to, and hereby do, authorize the filing of this application. I understand that conditions of approval are binding and agree to be bound by those conditions, subject only to the right to object at the hearings or during the appeal periods. I will keep myself informed of the deadlines for submission of material and the progress of this application. I further understand that additional fees may be charged for consulting fees, feasibility studies, etc. with an estimate prior to any authorization to proceed with the study. I certify that the information and exhibits submitted are true and correct.

Name: Christian, Chad
Contact: Chad Christian
Address: 1450 Park Rd.
Phone:
City/State/Zip: Chanhassen, MN 55317
Cell: 612.490-9817
Email: [redacted]
Fax:
Signature: Chad Christian
Date: 1/28/2026

This application must be completed in full and be typewritten or clearly printed and must be accompanied by all information and plans required by applicable City Ordinance provisions. Before filing this application, refer to the appropriate Application Checklist and confer with the Planning Department to determine the specific ordinance and applicable procedural requirements.

A determination of completeness of the application shall be made within 15 business days of application submittal. A written notice of application deficiencies shall be mailed to the applicant within 15 business days of application.

PROJECT ENGINEER (if applicable)

Name:
Contact:
Address:
Phone:
City/State/Zip:
Cell:
Email:
Fax:

Section 4: Notification Information

Who should receive copies of staff reports?

- ☐ Property Owner Email
- ☐ Applicant Email
- ☐ Engineer Email
- ☐ Other* Email

***Other Contact Information:**

Name:
Address:
City/State/Zip:
Email:

INSTRUCTIONS TO APPLICANT: Complete all necessary form fields, then select **SAVE FORM** to save a copy to your device. **PRINT FORM** and deliver to city along with required documents and payment. **SUBMIT FORM** to send a digital copy to the city for processing.

Steinhagen Enterprises, Inc.

8815 Tiller Avenue
Young America MN 55397
al@steinhagenent.com

(952) 657-2294 Phone
(952) 657-2190 Fax
seioffice@steinhagenent.com

1-29-2026

To: City of Chanhassen

Att.: Community Development Department/Planning Division
City Council

Re: Statement Of Compliance for a CUP for a Contractors Yard.
1480 Park Rd.
Chanhassen, MN 55317

I am writing this letter to you today to help the City of Chanhassen understand our intent for the use of the use of the existing building and property with every intent to comply with Chanhassen's 12 general standards for a conditional use permit.

A. Steinhagen Properties, LLC and its tenant Steinhagen Enterprises, Inc. will not be detrimental to or endanger the public's health, safety, comfort, convenience, or general welfare of the neighborhood or the city. We currently have policies and procedures in place to protect our employees and neighbors. These policies will be continued at the new location.
B. Steinhagen Enterprises, Inc. will be consistent with the objective of the City's Comprehensive Plan and this chapter.
C. The building upgrades and outdoor storage area will be designated, constructed, operated, and maintained so to be compatible in appearance with the existing or intended charter of the general vicinity and will not change essential character of that area.
D. Steinhagen Enterprises, Inc. will not be hazardous or disruptive to the existing or planned neighboring uses.
E. Steinhagen Enterprises, Inc. will be adequately served by the essential facilities and services, including streets, police, fire protection, drainage structures, refuse disposal, water, sewer systems, and schools.
F. Steinhagen Enterprises, Inc., will not create excessive requirements for the public facilities and services and will not be detrimental to the economic welfare of the community.
G. Steinhagen Enterprises, Inc. will not involve uses, activities, processes, materials, equipment, and conditions that will be detrimental to any person, property, or general welfare because of extensive production of traffic, noise, smoke, fumes, glare, odors, rodents, or trash.
H. Steinhagen Enterprises, Inc. will have vehicular approach to the property which does not create traffic congestion or interfere with the traffic or the surrounding public thoroughfares.
I. Steinhagen Enterprises, Inc. will not do activities that will result in the destruction, loss, or damage to the solar access, natural, scenic, or historic features of major significance.
J. Steinhagen Enterprises, Inc., will be aesthetically compatible with the area.
K. Steinhagen Enterprises, Inc., will not depreciate surrounding property values.
L. Steinhagen Enterprises, Inc., will meet the standards prescribed for the uses provided in this article.

M. Steinhagen Properties, LLC., and Steinhagen Enterprises, Inc., fully intend to comply with the rules and regulations for the use of this property if granted the CUP for a Contractors Yard. We are excited to move to the City of Chanhassen. It is our belief that relocating here will be good for our company as we will be better located to access our customers. We also believe that the City of Chanhassen area will provide us with access to more options for repairs, supplies, materials, vendors, and lunch option.

Steinhagen Enterprises, Inc. will follow the standards that are specific to Contractor yards in the City Code:

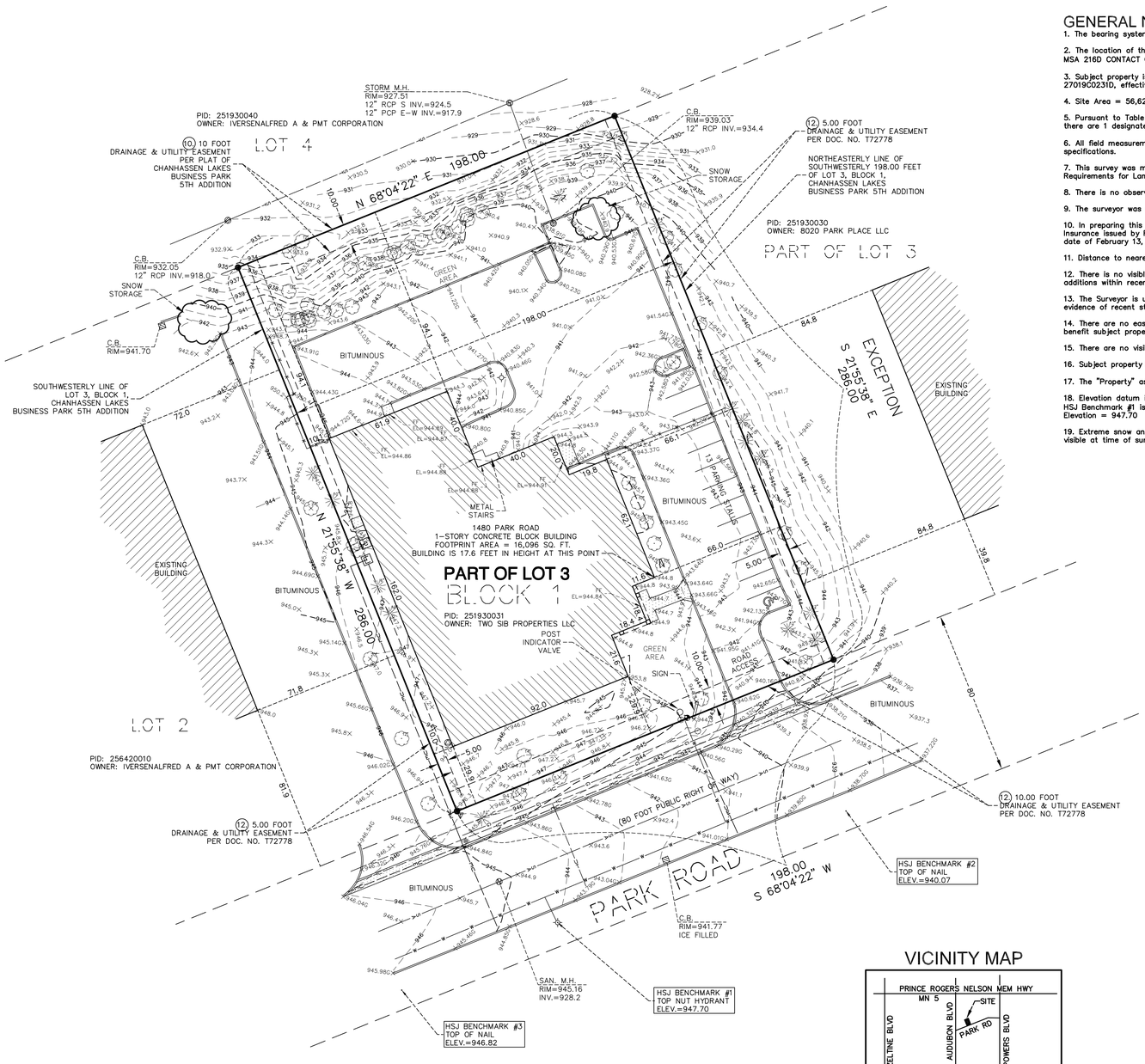
- Equipment and supply storage will be screened or enclosed. Screening shall comply with buffer yard D and F4 fencing as specified in this chapter.
- Vehicles/equipment shall be stored within an enclosed or screened area.
- No unlicensed or inoperable vehicle/equipment shall be stored on premises.
- All chemicals shall be stored in proper storage facilities, specified by OSHA regulations.
- The contractor shall be licensed, bonded and insured.

Thank you for your time reading this letter and your consideration of Stenhagen Enterprises, Inc and the CUP we are requesting.

Sincerely,

Alan R. Steinhagen
Owner/President
612-618-5591

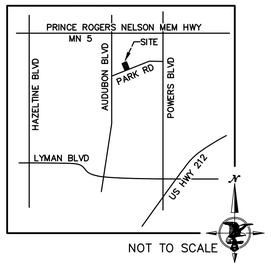
Steinhagen Enterprises, Inc./Steinhagen Properties, LLC.
8815 Tiller Ave.
NYA, MN 55397



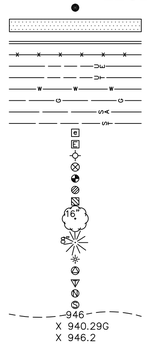
GENERAL NOTES:

1. The bearing system used is based on Carver County Coordinate System.
2. The location of the underground utilities shown hereon, if any, are approximate only. PURSUANT TO MSA 216D CONTACT GOPHER STATE ONE CALL AT (612) 454-0002 PRIOR TO ANY EXCAVATION.
3. Subject property is identified as being in "Zone X, Other Areas" on Flood Insurance Rate Map No. 27019C0231D, effective date December 21, 2018.
4. Site Area = 56,628 square feet = 1.300 acres.
5. Pursuant to Table A Item 9 there are a total of 13 striped parking stalls on said property, of which there are 1 designated as handicap.
6. All field measurements matched recorded dimensions within the precision requirements of ALTA/NSPS specifications.
7. This survey was made on the ground and in accordance with the 2026 Minimum Standard Detail Requirements for Land Title Surveys as adopted by ALTA and NSPS.
8. There is no observable evidence of cemeteries in the field or of record.
9. The surveyor was not provided zoning information by the client pursuant to Table A Items 6a or 6b.
10. In preparing this survey I have relied upon the supporting documents and the Commitment for Title Insurance issued by First American Title Insurance Company and Title Mark, LLC, having an effective date of February 13, 2026 and bearing file number 2625270.
11. Distance to nearest intersection, approximately 600 feet westerly to Audubon Road.
12. There is no visible above ground evidence of earth moving work, building construction or building additions within recent months.
13. The Surveyor is unaware of any proposed changes to street right of ways. There was no observed evidence of recent street or sidewalk construction or repairs while conducting the field work.
14. There are no easements or servitudes of record or any observed during the field inspection that benefit subject property pursuant to Table A Item 18 except as shown.
15. There are no visible markings denoting wetlands as delineated by appropriate authorities.
16. Subject property has direct access to and from Park Road, a public right of way.
17. The "Property" as described is internally contiguous and contains no gaps, gores or overlaps.
18. Elevation datum is based on NAVD 88 data.
HSJ Benchmark #1 is located Top Nut Hydrant (AS SHOWN ON SURVEY)
Elevation = 947.70
19. Extreme snow and ice cover of subject survey area may cause some improvements to be non visible at time of survey.

VICINITY MAP



LEGEND



- Property Corner
- Concrete
- Concrete Curb
- Fence
- Underground Electric
- Underground Telephone
- Water
- Gas
- Sanitary Sewer
- Storm Sewer
- Electric Meter
- Electric Box
- Hydrant
- Unknown Manhole
- Gate Valve
- Catchbasin
- Catchbasin
- Deciduous Tree (Dia. in In.)
- Coniferous Tree (Dia. in In.)
- Light Pole
- Gas Meter
- Telephone Box
- Sanitary Manhole
- Storm Manhole
- Existing Contour
- X 940.29G Existing Spot Elevation Gutter
- X 946.2 Existing Spot Elevation

LEGAL DESCRIPTION

That part of Lot 3, Block 1, CHANHASSEN LAKES BUSINESS PARK 5TH ADDITION, according to the recorded plat thereof EXCEPT that part lying northeasterly of the southwesterly 198.00 feet thereof, Carver County, Minnesota.

NOTES CORRESPONDING TO SCHEDULE B:

9. Taxes for the year 2025 and prior years are paid in full. Taxes payable for the year 2025 were in the amount of $35,572.00. Base tax amount $35,004.25. Tax No. 25.1930031. Carver County tax records indicate property is commercial/industrial for taxes payable in the year 2025. Taxes payable in 2026 are not yet available.

(10.) Utility and drainage easements as shown on the recorded plat of Chanhassen Lakes Business Park. (PER THE PLAT OF CHANHASSEN LAKES BUSINESS PARK 5TH ADDITION, AS SHOWN ON SURVEY)

11. Site Plan Review filed August 22, 1985 as Document No. T43934. (NOTHING TO GRAPHICALLY SHOW)

(12.) Grant of Permanent Easement in favor of City of Chanhassen filed May 26, 1992 as Document No. T72778. (AS SHOWN ON SURVEY)

13. The Company has searched the records at the Secretary of State's office and finds the following companies in good standing: Two SIb Properties, LLC and Steinhagen Properties, LLC

14. INFORMATION NOTE ONLY – NOT PART OF A POLICY: The commitment was typed by dcb/bmr on 02/19/2026.

Matters pertaining to taxes, financing, leasing, liens and other encumbrances referenced in said title commitment but not ordinarily presented in plat format are beyond the scope of this survey and are not addressed hereon. Please refer to said title commitment and related documents for details on such matters.

STATEMENT OF POTENTIAL ENCROACHMENTS:

There are no visible above ground encroachments over or across any property lines of subject property.

LAND TITLE SURVEY

ALTA/NSPS *w/ ELEVATIONS*
for:
AL STEINHAGEN PROPERTIES LLC

SITE: 1480 PARK ROAD
CHANHASSEN, MINNESOTA

CERTIFICATION:

To Steinhagen Properties, LLC; Two Sib Properties, LLC, a Minneosta limited liability company; First American Title Insurance Company; and Title Mark, LLC:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2026 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 2, 3, 4, 5, 6(a), 6(b), 7(a), 7(b), 7(c), 8, 9, 11, 13, 14, 16, 17, 18 and 20 of Table A thereof.

The field work was completed on February 24, 2026.

Date of Plat or Map: February 27, 2026

Thomas E. Hodorff, L.S.
Minn. Reg. No. 23677

Revision History

Sheet No.	Book	Page
1 OF 1	676	43
File No.	W.O. Number	CAD Technician
2026-137	2026137	CT

SURVEY PERFORMED BY:
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LAND SURVEYORS & CONSULTANTS
9063 Lyndale Avenue South
Bloomington, Mn. 55420
(952) 884-5341
(952) 884-5344 Fax
Email: tom@hsjsurveyors.com
Web: www.hsjsurveyors.com

HARRY S. JOHNSON CO., INC.
LAND SURVEYORS CONSULTANTS
BLOOMINGTON, MINNESOTA
PHONE: 952-884-5341 FAX: 952-884-5344 Email: hsjinfo@hsjsurveyors.com

CAD File: 2026137
Path: S2/JOBS/2026137/DWG/

STEINHAGEN ENTERPRISES

INDUSTRIAL SITE IMPROVEMENT PROJECT

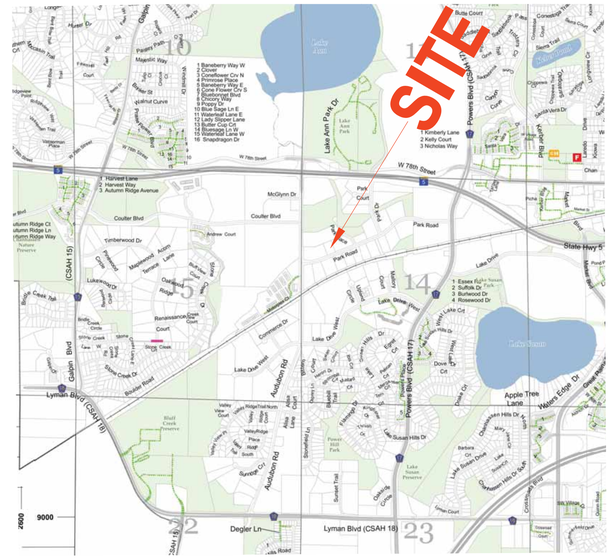
CHANHASSEN, MN



MINNESOTA



CARVER COUNTY



CITY OF CHANHASSEN



PROJECT LOCATION

INDEX OF CIVIL SITE DRAWINGS:

C0	PROJECT LOCATION PLAN
C1.1	SITE PLAN
C2.1	GRADING AND STORM SEWER PLAN
C3.1	EROSION CONTROL PLAN
C4.1	EXISTING CONDITIONS & REMOVAL PLAN
C5.1	DETAILS

CLIENT:

STEINHAGEN ENTERPRISES
8815 Tiller Ave.
NYA, MN 55397

Al Steinhagen
952-657-2294
al@steinhagenent.com

INDUSTRIAL SITE IMPROVEMENT PROJECT
1480 Park Road
Chanhassen, MN 55317

PROJECT LOCATION PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Scott Dahn
Date: 03/04/26 Reg. No. 24348

PREPARED BY:
CIVIL ENGINEERING
SITE DESIGN
118 East Broadway St.
PO Box 66
Monticello, MN 55362
Phone: 763-314-0929
www.civilesd.com

REVISIONS

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
03/04/26	SD	SD	SD

FILE NO. 01038

C0

Project Location plan

KEY NOTES:

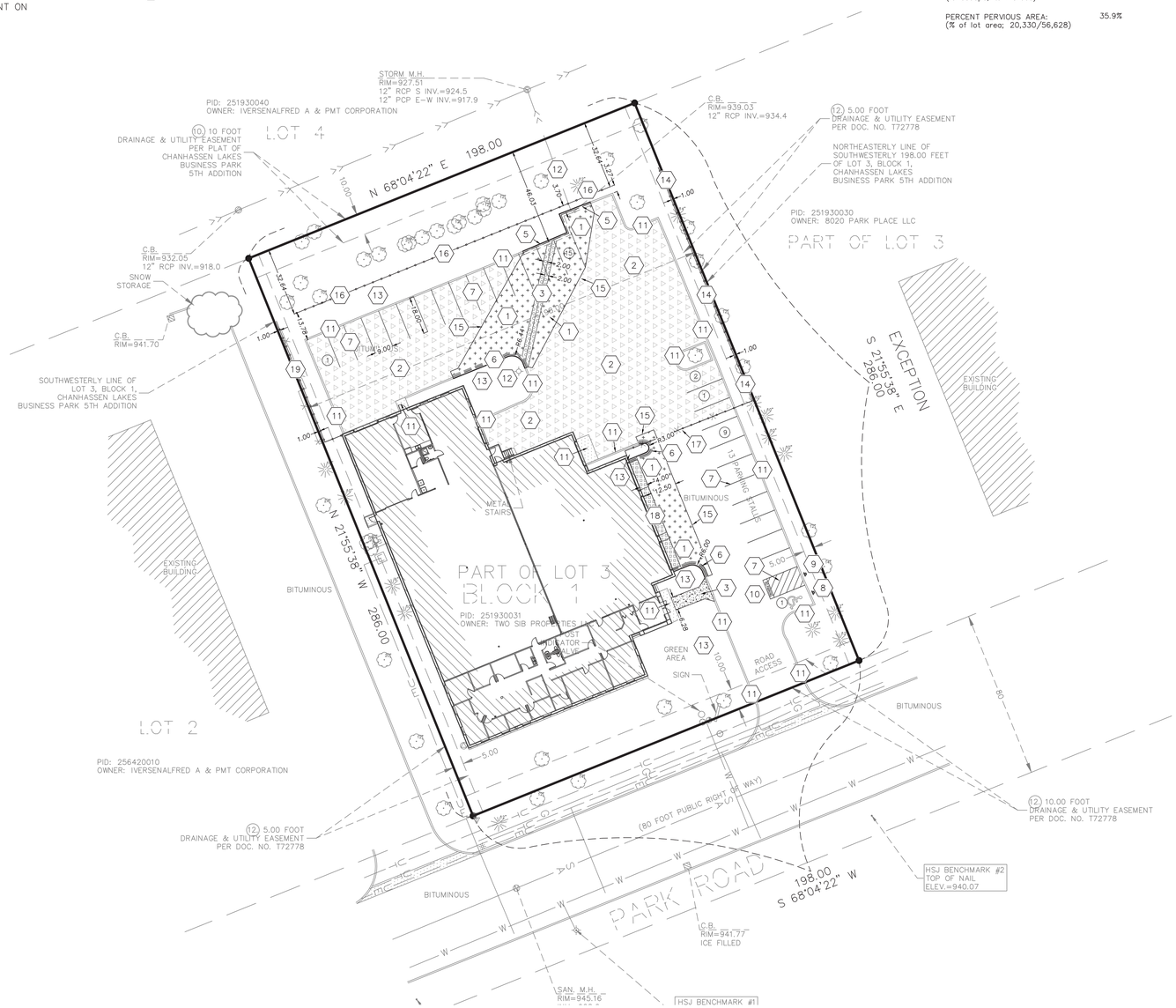
1. BITUMINOUS PAVEMENT; SEE SECTION ON DETAIL SHEET
2. BITUMINOUS MILL 2" DEPTH AND OVERLAY 2" DEPTH WEAR COURSE SPWEB240B MnDOT SPEC 2360 OR REPLACE PAVEMENT (OWNER OPTION)
3. CONCRETE PAVEMENT HEAVY DUTY; 4,500 PSI MIX; SEE SECTION ON DETAIL SHEET
4. CONCRETE PAVEMENT LIGHT DUTY; 4,500 PSI MIX; SEE SECTION ON DETAIL SHEET
5. B612 (6") CONCRETE CURB & GUTTER MIX 3F32 FOR MACHINE PLACEMENT (MnDOT 2461) MIX 3F52 FOR MANUAL PLACEMENT (MnDOT 2461)
6. B612 (6") CONCRETE OUTFLOW CURB & GUTTER. (TIP-OUT FLOWLINE). MIX 3F32 FOR MACHINE PLACEMENT (MnDOT 2461) MIX 3F52 FOR MANUAL PLACEMENT (MnDOT 2461)
7. PAINT 4" SOLID STRIPE - WHITE LATEX PAINT
8. ACCESSIBLE PARKING SIGN (MnDOT NOS. R7-8A & R7-8B). CENTER SIGN ON PARKING STALL. LOCATION PER GENERAL CONTRACTOR. MOUNT ON STEEL CHANNEL POST.
9. NO PARKING SIGN (MNDOT # R8-3). CENTER SIGN ON ADA ACCESS AISLE. LOCATION PER GENERAL CONTRACTOR. MOUNT ON STEEL CHANNEL POST. SIGN HEIGHT PER MN ADA REQUIREMENTS.
10. PAINT 24" HIGH LETTERS - WHITE LATEX PAINT
11. EXISTING PAVEMENT AND CURB TO REMAIN. CONTRACTOR TO PROTECT
12. EXISTING UTILITIES TO REMAIN IN PLACE. CONTRACTOR TO PROTECT
13. PERVIOUS AREA
14. PVC VINYL FENCE, 6 FT HEIGHT, 100% OPAQUE
15. SAWCUT AND REMOVE EXISTING BITUMINOUS FOR CLEAN EDGE. MATCH EXISTING PAVEMENT ELEVATIONS AND CROSS SLOPE.
16. GUARD RAIL DESIGN TYPE 31
17. EXISTING FENCE GATE TO REMAIN
18. CONCRETE PAVEMENT AT DOOR APRON. SEE SECTION ON STRUCTURAL PLANS
19. PVC VINYL FENCE, 8 FT HEIGHT, 100% OPAQUE

LEGEND:

- EXISTING BOUNDARY
- EXISTING EASEMENT
- EXISTING R/W LINE
- CONCRETE LIGHT DUTY
- CONCRETE HEAVY DUTY
- BITUMINOUS PAVEMENT
- PROPOSED CURB AND GUTTER STANDARD
- PROPOSED CURB AND GUTTER TIP-OUT
- (#) PROPOSED PARKING STALLS
- BITUMINOUS MILL & OVERLAY OR REPLACEMENT

SITE DATA:

EXISTING ZONING:	IOP INDRUSTRIAL OFFICE PARK
TOTAL AREA:	56,628 SF = 1.30 ACRES
EXISTING BUILDING AREA:	16,095 SF
BUILDING COVERAGE: (16,095 / 56,628)	28.4 %
FLOOR AREA RATIO: (16,095 / 56,628)	0.284
EXISTING IMPERVIOUS AREA: (building and pavement areas)	35,523 SF
EXISTING IMP AREA PERCENT: (% of lot area; 35,523/56,628)	62.7%
PROPOSED IMPERVIOUS AREA: (building and pavement areas)	36,298 SF
PROPOSED IMP AREA PERCENT: (% of lot area; 36,298/56,628)	64.1%
TOTAL PERVIOUS AREA: (landscape, turf areas)	20,330 SF
PERCENT PERVIOUS AREA: (% of lot area; 20,330/56,628)	35.9%

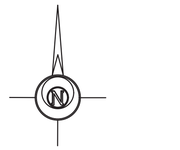


GENERAL NOTES

1. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL VERIFY THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS THOROUGHLY REVIEWED ALL PLANS AND OTHER DOCUMENTS APPROVED BY THE PERMITTING AUTHORITIES.
2. WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS AND THE REQUIREMENTS AND STANDARDS OF THE LOCAL GOVERNING AUTHORITY. THE SOILS REPORT AND RECOMMENDATION SET FORTH THEREIN ARE A PART OF THE REQUIRED CONSTRUCTION DOCUMENTS AND IN CASE OF CONFLICT SHALL TAKE PRECEDENCE UNLESS SPECIFICALLY NOTED OTHERWISE ON THE PLANS. THE CONTRACTOR SHALL NOTIFY THE OWNER OF ANY DISCREPANCY BETWEEN SOILS REPORT AND PLANS.
3. SITE CLEARING SHALL INCLUDE THE LOCATION AND REMOVAL OF ALL UNDERGROUND PIPING, VALVING, ETC.
4. SITE GRADING SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH IN THE SOILS REPORT IF OWNER HAS PROVIDED SUCH REPORT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING AND REPLACING ALL SOFT, YIELDING OR UNSUITABLE MATERIALS AND REPLACING WITH SUITABLE MATERIALS AS SPECIFIED. IF REQUESTED BY THE OWNER, CONTRACTOR SHALL SUBMIT A COMPACTION REPORT PREPARED BY A QUALIFIED SOILS ENGINEER, LICENSED WITHIN THE STATE WHERE THE WORK IS PERFORMED, VERIFYING THAT ALL FILLED AREAS AND SUBGRADE AREAS WITHIN THE BUILDING PAD AND PAVEMENT AREAS HAVE BEEN COMPACTED IN ACCORDANCE WITH THE SPECIFICATIONS AND RECOMMENDATIONS SET FORTH IN THE SOILS REPORT.
5. THE LOCATIONS OF THE UNDERGROUND FACILITIES SHOWN ON THIS PLAN ARE BASED ON AVAILABLE SURVEY RECORDS. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES TO LOCATE THEIR FACILITIES PRIOR TO STARTING CONSTRUCTION. NO ADDITIONAL COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR DAMAGE AND REPAIR TO THESE FACILITIES CAUSED BY HIS WORK FORCE.
6. ALL EXISTING DIMENSIONS AND GRADES SHOWN ON THE PLANS SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY OWNER IF ANY DISCREPANCIES EXIST PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY PLAN OR GRADE CHANGES. NO EXTRA COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR WORK HAVING TO BE REDONE DUE TO DIMENSIONS OR GRADES SHOWN INCORRECTLY ON THESE PLANS IF SUCH NOTIFICATION HAS NOT BEEN GIVEN.
7. ALL EXISTING CONCRETE CURBING AND PAVEMENT TO REMAIN SHALL BE PRHTECTED FROM DAMAGE. CONTRACTOR TO REPAIR ANY DAMAGED EXISTING CURB AND PAVEMENT AT CONTRACTORS EXPENSE.
8. THE CITY WILL NOT BE RESPONSIBLE FOR ANY ADDITIONAL COSTS INCURRED ASSOCIATED WITH VARIATIONS IN THE AS-BUILT ELEVATIONS. THESE ELEVATIONS SHALL BE VERIFIED IN THE FIELD PRIOR TO CONSTRUCTION.

INDEX OF CIVIL SITE DRAWINGS:

C0	PROJECT LOCATION PLAN
C1.1	SITE PLAN
C2.1	GRADING AND STORM SEWER PLAN
C3.1	EROSION CONTROL PLAN
C4.1	EXISTING CONDITIONS & REMOVAL PLAN
C5.1	DETAILS



SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
HARRY S. JOHNSON CO. INC.
LAND SURVEYORS AND CONSULTANTS
9063 LYNDALE AVE S
BLOOMINGTON, MN 55420

DATED: 02/27/2026

BENCHMARK:
TOP NUT HYDRANT LOCATED 55 FT SOUTH AND 49 FT EAST OF PARCEL SOUTHWEST PROPERTY CORNER.
ELEVATION=947.70 (NAVD 88)

PROPERTY DESCRIPTION

That part of Lot 3, Block 1, CHANHASSEN LAKES BUSINESS PARK 5TH ADDITION, according to the recorded plat thereof EXCEPT that part lying northeasterly of the southwesterly 198.00 feet thereof, Carver County, Minnesota.

PROJECT LOCATION

Part of Section 14,
Township 116, Range 23,
Carver County, Minnesota.

PARKING DATA

PROVIDED PARKING
9 STALLS STANDARD (INCLUDES 1 ADA STALL)
17 STALLS OUTDOOR STORAGE AREA
26 TOTAL

SETBACK: MINIMUM REQUIREMENTS

LOCATION:	BUILDING
FRONT YARD	30
SIDE YARD	10
REAR YARD	30
SIDE OR REAR YARD	100 IF ADJACENT TO A RESIDENTIAL DISTRICT

SITE PLAN NOTES

1. ALL DIMENSIONS SHOWN ARE TO FACE OF CURB OR EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.
2. MATCH EXISTING GRADES AT EXISTING PAVEMENT TO REMAIN.
3. EXISTING PAVEMENT TO REMAIN SHALL BE SAW CUT FOR CLEAN EDGE. TACK SHALL BE USED ON ALL VERTICAL EDGES PRIOR TO PATCHING.
4. CONTRACTOR SHALL VERIFY AND COORDINATE CONDUIT REQUIRMENTS FOR UNDERGROUND UTILITIES IF ANY WITHIN THE WORK ZONE WITH THE OWNER PRIOR TO PAVING.
5. CONTRACTOR IS RESPONSIBLE FOR COORDINATING WITH FIRE MARSHALL FOR POSTING OF FIRE LANES, CURB MARKING AND SIGNAGE AS REQUIRED.
6. CONTRACTOR IS RESPONSIBLE FOR DEMOLITION AND REMOVAL OF ALL EXISTING SITE FEATURES THAT INTERFERE WITH NEW WORK AS SHOWN.

CLIENT:

STEINHAGEN ENTERPRISES
8815 Tiller Ave.
NYA, MN 55397

Al Steinhagen
952-657-2294
al@steinhagenent.com

INDUSTRIAL SITE IMPROVEMENT PROJECT
1480 Park Road
Chanhassen, MN 55317

SITE PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Scott Dahlin
Date: 03/04/26 Reg. No. 24348

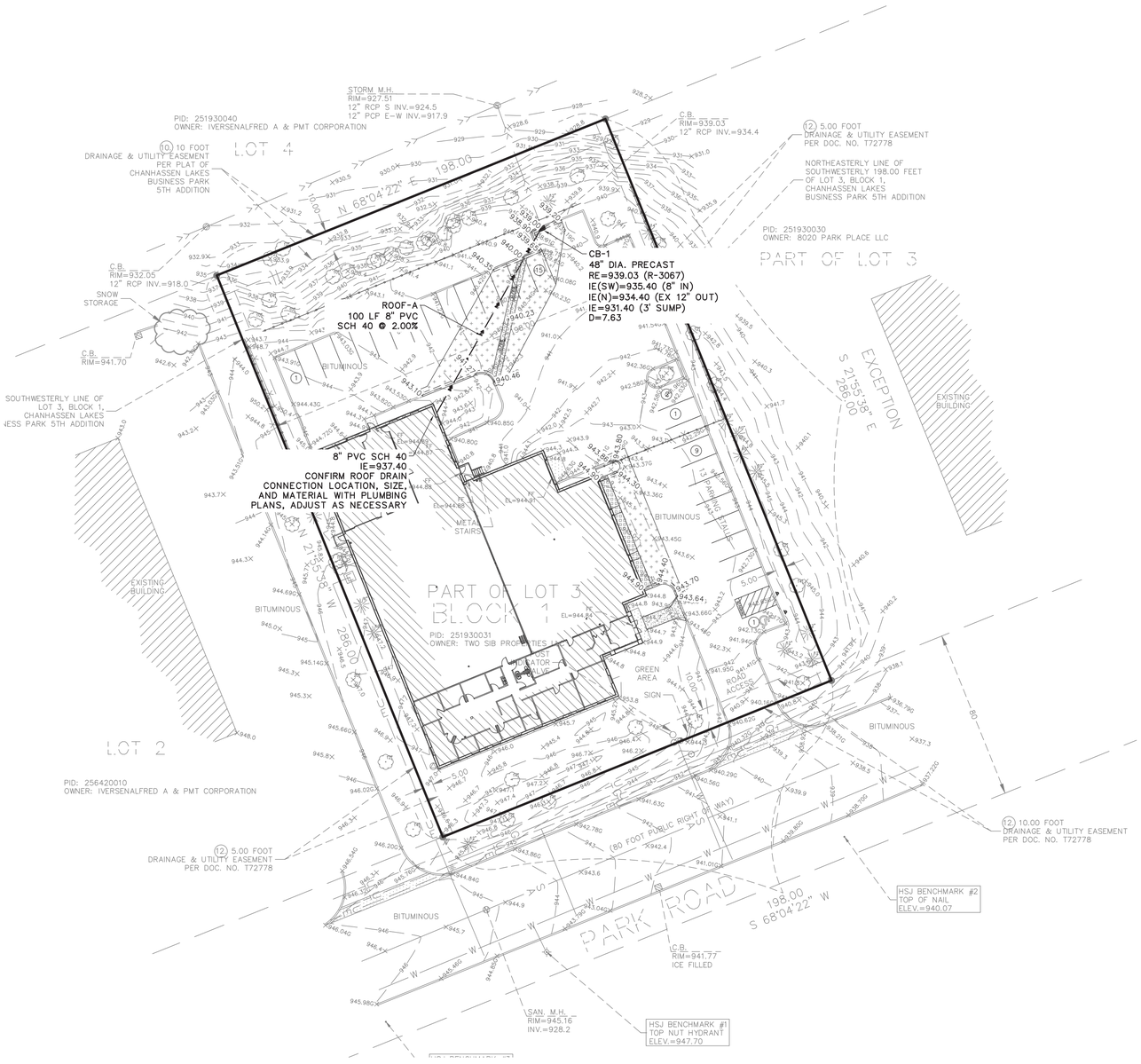
PREPARED BY:
CIVIL ENGINEERING SITE DESIGN
118 East Broadway St.
PO Box 186
Montrose, MN 55363
Phone: 763-314-0929
www.civilesd.com

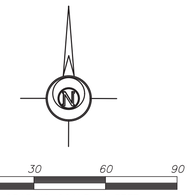
REVISIONS:

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
03/04/26	SD	SD	SD

FILE NO. 01038

C1.1
Site Plan





SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
HARRY S. JOHNSON CO. INC.
LAND SURVEYORS AND CONSULTANTS
9063 LYNDALE AVE S
BLOOMINGTON, MN 55420

DATED: 02/27/2026

BENCHMARK:
TOP NUT HYDRANT LOCATED 55 FT SOUTH AND 49 FT EAST OF PARCEL SOUTHWEST PROPERTY CORNER.
ELEVATION=947.70 (NAVD 88)

LEGEND:

- 908 — Existing Contours
- Existing Storm Sewer
- Existing Water Main
- Existing Sanitary Sewer
- Existing Trees
- Existing Bndy Line
- Proposed Storm Sewer

GENERAL UTILITY NOTES

1. Specifications applicable for this project: Current standard specifications for the **City of Chanhassen**, MN and all Minnesota Department of Health and MPCA requirements except where modified by these contract documents.
2. OSHA requirements shall be followed for all work on this project.
3. The Contractor shall notify "Gopher State One Call" prior to any excavation (651-454-0002 or 1-800-252-1166 out state.)
4. The Contractor shall verify all locations and elevations of underground utilities with utility companies prior to any construction (storm sewer, sanitary sewer, water, natural gas, telephone, electric, etc.), and immediately notify the Engineer of any conflicts.
5. The Contractor shall protect all existing utilities and facilities to allow proper functioning during and after construction. Any required supporting structures shall be supplied by the Contractor as work incidental to the contract.
6. The contractor shall immediately notify the Engineer of any conflicts between existing utilities, and the proposed construction. The Engineer will coordinate with the Utility Company in question to determine the need for relocation of the existing utility.
7. Existing conditions such as sand in manholes or valve boxes shall be identified by the Contractor and these shall be reported to the Engineer prior to excavation by the Contractor. Once construction has begun, all damage to underground utilities will be assumed to have been caused by the Contractor, any repairs necessary shall be performed by the Contractor at the Contractor's expense.
8. Final Plat shall govern for easements.
9. The Contractor shall coordinate with the local jurisdiction to obtain permits and meter for water source. All associated costs shall be incidental to the Contract, including disposal of test water into City's sanitary sewer system. The Contractor shall not operate gate valves or hydrants on the City's water supply system.
10. The Contractor shall notify the City Engineer and the Project Engineer 48 hours prior to starting work or as required by the local jurisdiction or be subject to being shut down.
11. The Contractor shall keep access roads clear of soil or other debris, and perform daily street cleaning as required by the NPDES permit. Positive drainage, controlled with erosion control and erosion prevention measures as required by the NPDES permit shall be performed. Inlet protection shall be installed within 48 hours after inlet construction. Unless specified on the plans or as a bid item on the Bid Form, any temporary culverts, ditches, filter fabric, etc. necessary to accomplish this shall be performed as incidental to the Contract.
12. The Contractor shall preserve and protect the markers and monuments set for the subdivision of the land.
13. The Contractor shall schedule the soils engineer to facilitate certification of all controlled fills in a timely fashion. Density tests shall meet the following:
    A. Density tests shall be taken on all trenches at locations as determined by the Engineer or his representative.
    B. Within the upper 3' of streets, private drives and parking lots, Contractor shall utilize approved soils that are within 1% optimum moisture content as defined by the Standard Proctor Test-ASTM: D-698 with 100% Standard Proctor Density and not exceeding compaction by more than 1%. Below the upper 3', compaction shall meet 95%. Grading tolerances shall be 0.1'.
14. The Owner shall pay for all testing of soils compaction. Any areas which fail to meet the above standards shall be corrected and re-tested by the Owner's testing agent at the Contractor's expense.
15. Contractor shall provide temporary traffic control in compliance with MN/DOT "Temporary Traffic Control Zone Layouts Field Manual" most recent version for construction adjacent to travel ways.
16. Contractor shall be responsible for verification of the depth of existing stubs listed on this plan prior to the ordering of any fittings, structures, castings, etc. Engineer, Owner or City shall not be responsible for any discrepancies found as depths are estimated.
17. All manhole castings in pavement shall be sumped 0.05'. All catch basin castings in curb shall be sumped 0.10'. Rim elevations on plan reflect sumped elevations.
18. Castings shall be Neenah or equivalent.
19. The contractor shall be responsible for coordinating with utility companies for power pole and/or line relocation required.
20. The contractor shall be responsible for all grading and restoration required to restore surfaces to like kind existing condition.
21. Existing curb and pavement damaged or impacted on adjacent property shall be restored with in-kind materials and section. All match lines are to be saw cut.
22. Pipe lengths shown are measured center of structure to center of structure.
23. Contractor or owner to provide an as-built utility plan once construction is complete.
24. Sanitary and storm sewer crossing above or less than 12 inches below a water service shall be PVC pipe ASTM D 1785, ASTM D 2665, ASTM F 891, ASTM F 1488, ASTM F 1760, or ABS pipe ASTM F 1488 with the water service not containing any joints or connections within 10 feet of the crossing.

INDEX OF CIVIL SITE DRAWINGS:

C0	PROJECT LOCATION PLAN
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CLIENT:

STEINHAGEN ENTERPRISES
8815 Tiller Ave.
NYA, MN 55397

Al Steinhagen
952-657-2294
al@steinhagenent.com

INDUSTRIAL SITE IMPROVEMENT PROJECT
1480 Park Road
Chanhassen, MN 55317

GRADING AND STORM SEWER PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Scott Dahn
Date: 03/04/26 Reg. No. 24348
PREPARED BY:

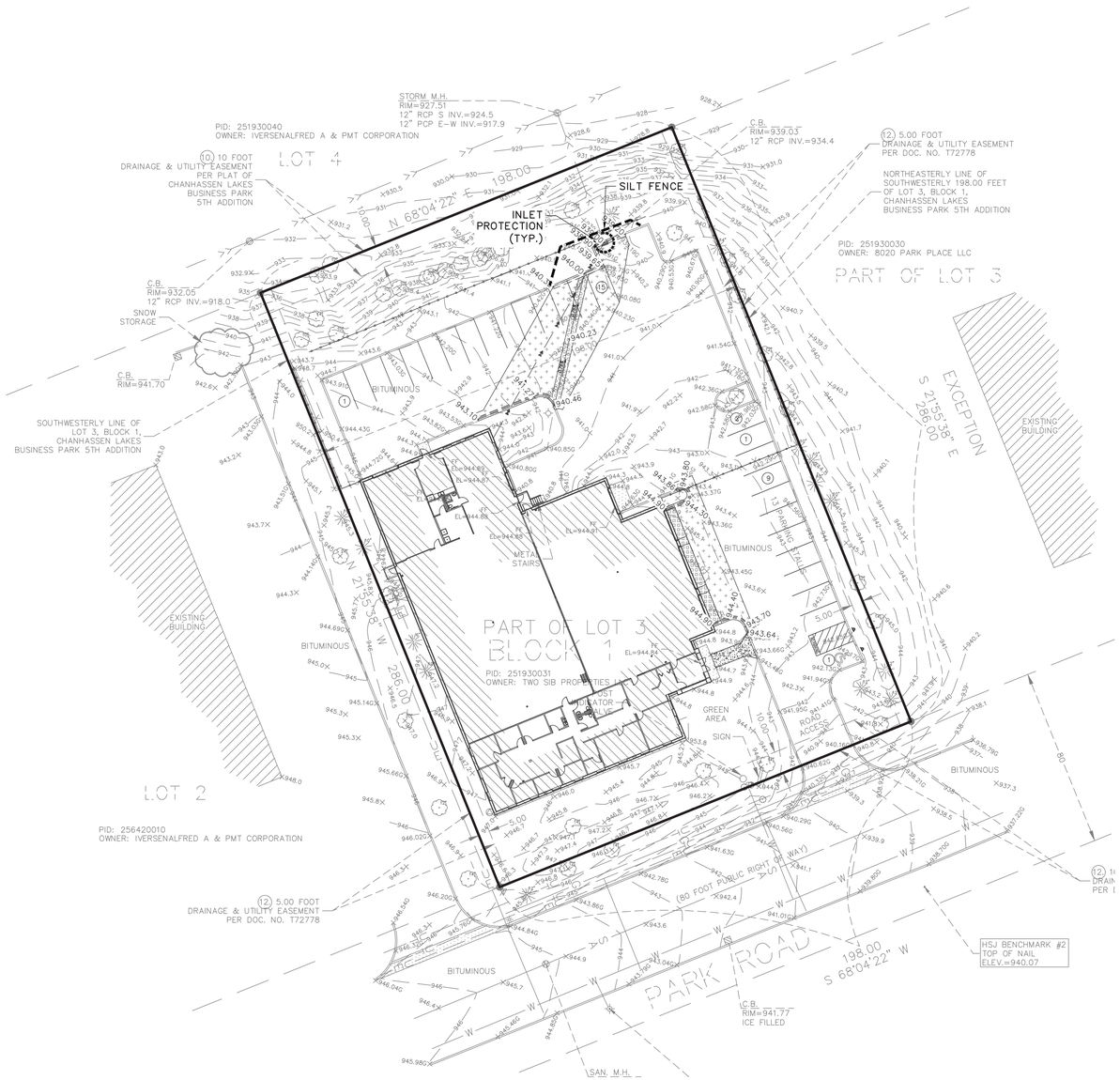
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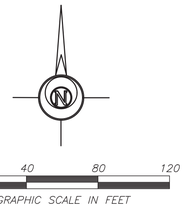
REVISIONS:

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
03/04/26	SD	SD	SD

FILE NO. 01038

C2.1
Grading and Storm Sewer Plan





LEGEND:

- 908 — Existing Contours
- >> — Existing Storm Sewer
- 908 — Proposed Contours
- ▶▶ — Proposed Storm Sewer
- Proposed Silt Fence

POLLUTION PREVENTION NOTES

Solid waste: collected sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction debris and other wastes must be disposed of properly off-site and must comply with MPCA requirements.

Hazardous materials: oils, gasoline, paint, and any hazardous substance must be properly stored, including secondary containment, to prevent spills, leaks or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Storage and disposal must be in compliance with MPCA regulations.

External washing of trucks or other construction vehicles is not allowed on site. No engine degreasing is allowed on site. No concrete washouts are allowed on site.

Concrete truck washout is not to be allowed on site unless washout waste is contained with no discharge to ground surface or site drainage facilities. Containment systems are to be located a minimum 50 feet away from drainage facilities and watercourses. Containment systems shall have an impermeable liner. Containment system shall be clearly marked with signage.

All sanitary waste must be collected from portable toilet units on site by a licensed waste management contractor. The units must be secured and shall be maintained on a regular basis as needed to prevent overfilling.

EROSION CONTROL MAINTENANCE SCHEDULE

1. Erosion control measures shall be inspected by the contractor's representative and maintained by the contractor every Friday and within 24 hours after any rainfall event larger than 1/2" until the project is completed. Maintenance requirements are as follows: silt fence – 1/3 height of fence or damaged, remove sediment and/or repair fence within 24 hours; rock entrance – refresh as necessary to conform to detail; inlet protection inserts – remove sediment after each rain event, clean or replace filter when clogged; surface water – drain and stabilize, within 14 days of discovery; and street sweeping – remove all sediment tracked onto paved surfaces within 24 hours or as directed by City Engineer.
2. Replacement – Fabric shall be replaced promptly when it decomposes or becomes ineffective before the barrier is no longer necessary.
3. Any sediment remaining in place after silt fence is no longer required shall be dressed to conform with the existing grade, prepared, and seeded with appropriate seed mix, as directed by the engineer.
4. Removal of the silt fence– Silt fences shall be removed when they have served their useful purpose, but not before the upward sloping area has been permanently stabilized.

VEGETATION GROUND COVER RESTORATION

1. Stabilization of all exposed soil areas must be initiated immediately but in no case completed later than fourteen (14) days after the construction activity in that portion of the site has temporarily or permanently ceased. Seeding and mulching shall conform to the latest NPDES requirements for installation schedule with regards to grading.
2. Permanent turf ground cover shall include all disturbed areas be covered with a minimum 6" topsoil and sodded or seeded as allowed by City. If not otherwise specified, turf seed to be MnDOT mix Southern Boulevard (SB) applied at 160 lbs/ac. MnDOT Type 3 mulch shall be applied at 2 tons/ac and disc anchored in areas not covered by sod or erosion blanket. Seeding and mulching shall conform to the latest NPDES requirements for installation schedule with regards to grading.
3. Temporary ground cover to be MnDOT seed mix Two-year Cover Crop (TCC) shall be applied at 25 lbs/ac, or equivalent as approved by City. MnDOT Type 1 mulch shall be applied at 2 tons/ac and disc anchored in areas not covered by sod or erosion blanket.
4. Fertilizer for turf shall be MnDOT Type 3 22-5-10 and applied at 350 lb/ac. Disc fertilizer into top 3" of soil. Specification reference is MnDOT 2574.
5. Dormant seed mix shall be used after November 1 or when temperatures do not exceed 40° F, using same rates specified above. No seed shall be placed on snow or ice greater than 2" in depth.
6. Any seeded areas that do not become established with vegetation shall be re-seeded at Contractor's expense.
7. Erosion blanket shall be installed in seed areas with ground surface slopes of 3H:1V or steeper.
8. Restoration with sod requires contractor to provide irrigation water maintenance for 60 days after sod placement or as specified by owner.

EROSION CONTROL NOTES

1. All devices necessary to control erosion and sediment (I.E. perimeter silt fence, rock construction entrances, swales, ponds, berms, ETC.) shall be installed prior to any other construction operations.
2. After completion of final grading, exposed soils must be permanently stabilized within 14 days. Stabilization shall consist of disc-anchored seed & mulch, HECP with fiber reinforced matrix, erosion blanket with seed, or sod.
3. The site must be kept in a well drained condition at all times. The contractor shall be responsible for temporary ditches, or other means necessary to ensure proper drainage. The building pad must be provided with a positive outflow. This work shall be incidental to the grading contract.
4. Entering/exiting of the site shall occur only at rock construction entrance to reduce tracking of dirt onto paved streets. Sediment tracked onto streets during working hours must be reclaimed via street scraping and sweeping at the end of each working day.
5. Stormwater discharge pipe outlet energy dissipation shall be provided by rip-rap with size, quantity, and placement in accordance with City standards. Rip-rap installation shall be within 24 hours of pipe installation.
6. Install silt fence around all temporary inactive stockpiles which are not place within existing silt fence area or other perimeter erosion controls.
7. Stabilization of temporary or permanent drainage ditches that drain water from the construction site must be initiated within 24 hours of connecting the drainage ditch to any storm water conveyance system and must be completed using erosion blanket.
8. Sufficient personell, equipment, and materials shall be mobilized within 24 hours of written order (ie, email) by the owner or owners representative to conduct corrective work and install temporary erosion control work in the case of an emergency.

EROSION CONTROL INSTALLATION SCHEDULE

1. Silt fence and fiber logs shall be installed or restored prior to any construction. Silt fence shall be located as shown to intercept runoff. The area located beyond the perimeter silt fence shall not be disturbed during construction.
2. Rock Construction Entrance shall be installed prior to grading operations.
3. All storm sewer inlets shall have inlet protection inserts installed. Inserts shall be "Road rain-Top Slab" or "Road Drain-Curb & Gutter" inlet protection devices as manufactured by WIMCO (or approved equal) and installed per manufacture's recommendations.
4. All erosion control installations shall remain in place and be maintained in good condition by the contractor until the site has been re-vegetated, at which time it shall be removed by the contractor. For proposed paved surface areas, the contractor may remove necessary silt fencing to construct roadway, while maintaining adequate erosion control in adjacent areas.
5. Sufficient topsoil shall be stockpiled to allow for the replacement of 6" topsoil for disturbed areas to be re-vegetated.
6. The contractor shall schedule site grading, utility installation and roadway construction so that the general site can be mulched and re-seeded soon after disturbance. Areas that will not be subject to construction traffic for 14 days shall be seeded and mulched or sodded within 14 days of final grading.

SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
HARRY S. JOHNSON CO. INC.
LAND SURVEYORS AND CONSULTANTS
9063 LYNDALE AVE S
BLOOMINGTON, MN 55420

DATED: 02/27/2026

BENCHMARK:
TOP NUT HYDRANT LOCATED 55 FT SOUTH AND 49 FT EAST OF PARCEL SOUTHWEST PROPERTY CORNER.
ELEVATION=947.70 (NAVD 88)

PROPERTY DESCRIPTION

That part of Lot 3, Block 1, CHANHASSEN LAKES BUSINESS PARK 5TH ADDITION, according to the recorded plat thereof EXCEPT that part lying northeasterly of the southwesterly 198.00 feet thereof, Carver County, Minnesota.

PROJECT LOCATION

Part of Section 14,
Township 116, Range 23,
Carver County, Minnesota.

INDEX OF CIVIL SITE DRAWINGS:

C0	PROJECT LOCATION PLAN
C1.1	SITE PLAN
C2.1	GRADING AND STORM SEWER PLAN
C3.1	EROSION CONTROL PLAN
C4.1	EXISTING CONDITIONS & REMOVAL PLAN
C5.1	DETAILS

CLIENT:

STEINHAGEN ENTERPRISES
8815 Tiller Ave.
NYA, MN 55397

Al Steinhagen
952-657-2294
al@steinhagenent.com

INDUSTRIAL SITE IMPROVEMENT PROJECT
1480 Park Road
Chanhassen, MN 55317

EROSION CONTROL PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Scott Dahlin

Date: 03/04/26 Reg. No. 24348

PREPARED BY: **CIVIL ENGINEERING SITE DESIGN**

118 East Broadway St.
PO Box 186
Monticello, MN 55362
Phone: 763-314-0929
www.civilesd.com

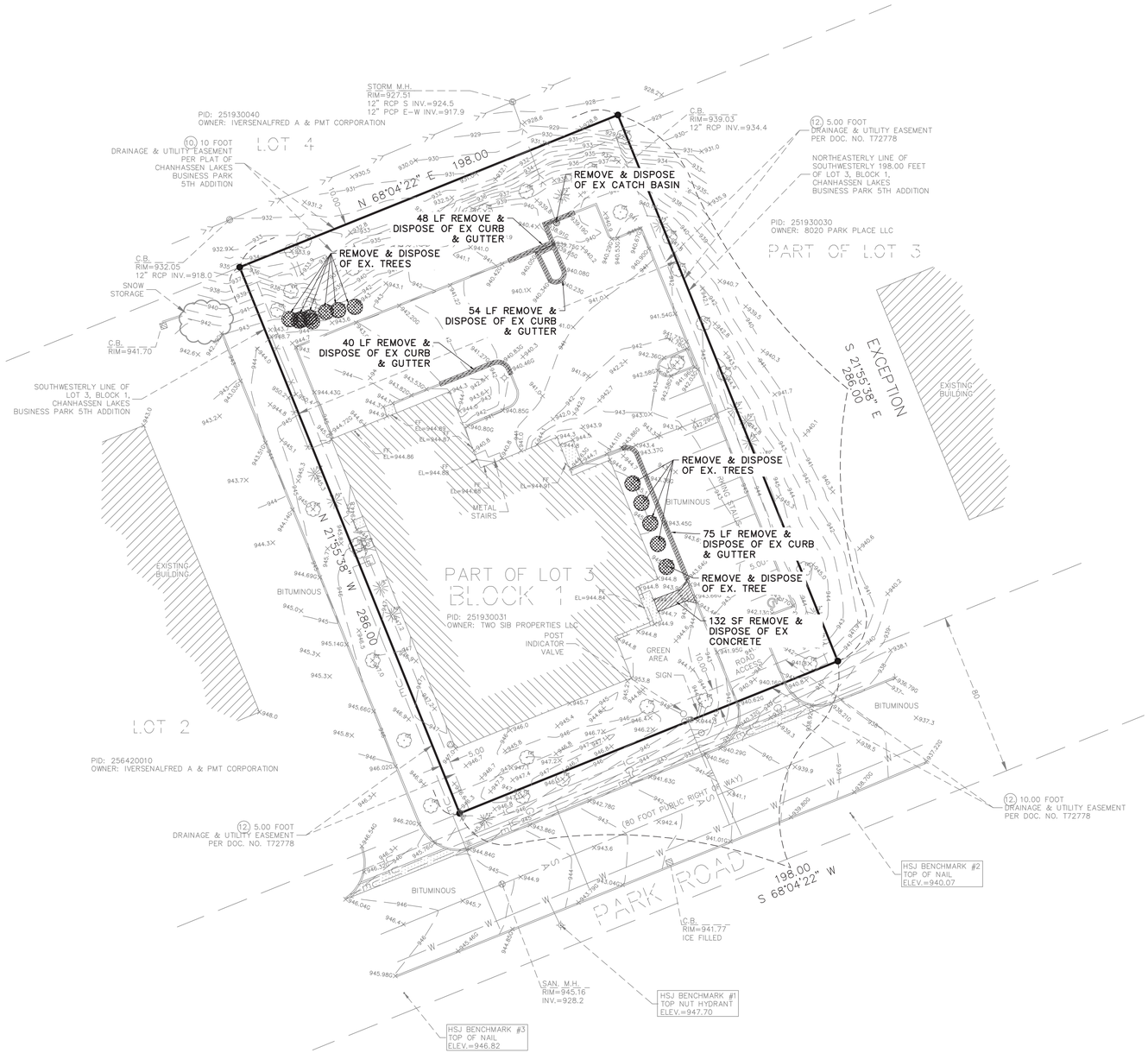
REVISIONS:

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
03/04/26	SD	SD	SD

FILE NO. 01038

C3.1

Erosion Control Plan



0 30 60 90

GRAPHIC SCALE IN FEET

LEGEND:

- Existing Contours
- Existing Sanitary Sewer
- Existing Water Main
- Existing Storm Sewer
- Existing Trees
- Existing Bndy Line
- PROPOSED DEMOLITION & REMOVAL AREA
- PROPOSED TREE REMOVAL AREA

SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
HARRY S. JOHNSON CO. INC.
LAND SURVEYORS AND CONSULTANTS
9063 LYNDALE AVE S
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DATED: 02/27/2026

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PROJECT LOCATION

Part of Section 14,
Township 116, Range 23,
Carver County, Minnesota.

DEMOLITION NOTES

1. Install perimeter sediment controls as soon as possible during clear and grub operations. See Erosion Control Plan.
2. Provide air quality control measures at the request of the Engineer or City Representatives. Take necessary measures to keep dust levels to a minimum. Provide sweeping of adjacent paving as needed, or as required by the City Engineer.
3. Locate and protect all utility lines prior to and during demolition. Utility locations shown are based on best available information and are not guaranteed. Contact private utility service for disconnection and removal.
4. Remove or relocate all existing site features that interfere with the proposed construction.
5. Protect existing site features that are to remain during construction. Replace anything damaged with new construction.
6. Pavement shall be saw cut at limits of removal unless noted otherwise. Do not impede existing traffic circulation to adjacent businesses or streets.
7. Sufficient topsoil shall be stockpiled to allow for the replacement of 6" of topsoil in disturbed areas to be re-vegitated.
8. All construction and post-construction parking shall be on-site. At no time shall parking, loading, or unloading be allowed on public streets.
9. Storage of materials or equipment shall not be allowed within public Right-of-Way and shall be maintained on site within project boundaries.

INDEX OF CIVIL SITE DRAWINGS:

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CLIENT:

STEINHAGEN ENTERPRISES
8815 Tiller Ave.
NYA, MN 55397

Al Steinhagen
952-657-2294
al@steinhagenent.com

INDUSTRIAL SITE IMPROVEMENT PROJECT
1480 Park Road
Chanhassen, MN 55317

EXISTING CONDITION & REMOVAL PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Date: 03/04/26 Reg. No. 24348

PREPARED BY: CIVIL ENGINEERING SITE DESIGN

118 East Broadway St.
PO Box 586
Monticello, MN 55362
Phone: 763-314-0929
www.civilesd.com

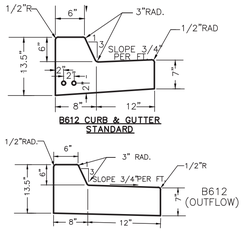
REVISIONS

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
03/04/26	SD	SD	SD

FILE NO. 01038

C4.1

Existing Conditions & Removal Plan



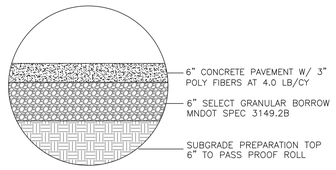
B612 CURB & GUTTER STANDARD

CONTRACTOR SHALL USE OUTFLOW STYLE CURB IN AREAS THAT SLOPE AWAY FROM THE CURB.

B612 OUTFLOW CURB & GUTTER (TIP-OUT FLOWLINE)

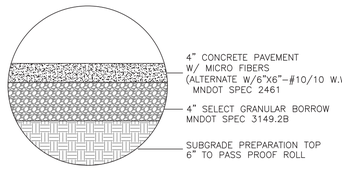
NOTES:
1) CONTROL JOINTS SHALL BE 7' MAXIMUM AND STABBED FRONT AND BACK.
2) AT ALL TRENCHES 2#4 REINFORCING RODS SHALL BE PLACED IN THE LOWER PORTION OF THE CURB 20 FEET IN LENGTH.
3) 2-#4 REINFORCING RODS AT CATCH BASINS NO LESS THEN 10 FEET IN LENGTH.

CONCRETE CURB AND GUTTER DETAILS



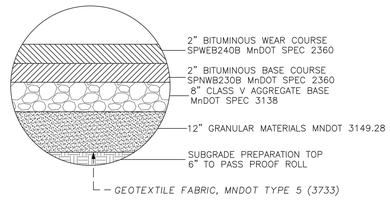
NOTES:
1. CONCRETE MIX SHALL CONFORM TO MNDOT SPEC. 2461
   MIX No. 3F32 FOR SLIPFORM PLACEMENT
   MIX No. 3F52 FOR MANUAL PLACEMENT
2. CONCRETE PLACEMENT SHALL CONFORM TO MNDOT SPEC. 2301
3. CONTRACTOR SHALL SPACE THE CONTRACTION JOINTS AT 12'-0" O.C.
4. SOILS SPECIFICATIONS SUPERSEDE ABOVE LISTED SPECIFICATIONS

CONCRETE PAVEMENT - HEAVY DUTY



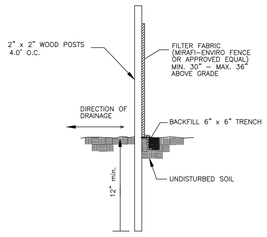
NOTES:
1. CONCRETE MIX SHALL CONFORM TO MNDOT SPEC. 2461
   MIX No. 3F32 FOR SLIPFORM PLACEMENT
   MIX No. 3F52 FOR MANUAL PLACEMENT
2. CONCRETE PLACEMENT SHALL CONFORM TO MNDOT SPEC. 2301
3. CONTRACTOR SHALL SPACE THE CONTRACTION JOINTS AT 6'-0" O.C.
4. SOILS SPECIFICATIONS SUPERSEDE ABOVE LISTED SPECIFICATIONS

CONCRETE PAVEMENT - LIGHT DUTY



NOTE: SOILS SPECIFICATIONS SUPERSEDE ABOVE LISTED SPECIFICATIONS

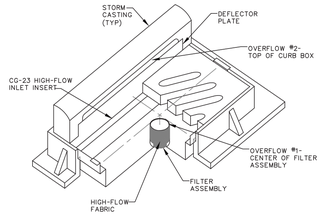
BITUMINOUS PAVEMENT



SILT FENCE NOTES:

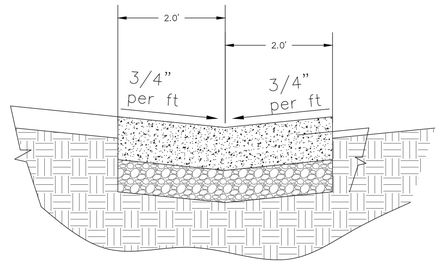
1. SILT FENCE SHALL BE BLACK IN COLOR.
2. DIG A 6"X6" TRENCH ALONG THE INTENDED FENCE LINE, OR MACHINE SLICE TO 6" DEPTH.
3. DRIVE ALL POSTS INTO THE GROUND AT THE DOWNHILL SIDE OF THE TRENCH.
4. LAY OUT SILT FENCE ON THE UPHILL SIDE ALONG THE FENCE LINE, AND BACK FILL.
5. WOOD POSTS MAY BE SPACED UP TO 4 FEET APART TO SUPPORT THE FABRIC.
6. REMOVE SILT FENCE AFTER TURF IS ESTABLISHED.

SILT FENCE DETAIL



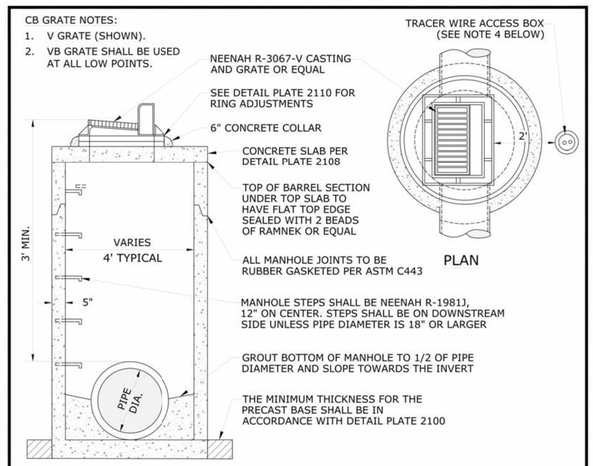
NOTES:
1) CONTRACTOR OPTION TO USE WIMCO INLET PROTECTION INSERT OR EQUAL.

INLET PROTECTION DETAIL



CONCRETE VALLEY GUTTER

WITH HEAVY DUTY CONCRETE PAVEMENT SECTION



NOTES:
1. DOGHOUSES SHALL BE GROUTED BOTH INSIDE AND OUTSIDE THE STRUCTURE.
2. NO BLOCK STRUCTURES ARE ALLOWED.
3. IF A SUMP IS REQUIRED, A MINIMUM SUMP DEPTH OF 4' SHALL BE CONSTRUCTED BELOW THE LOWEST PIPE INVERT IN THE STRUCTURE.
4. ALL DRAINTILE INSTALLATIONS SHALL BE IN ACCORDANCE WITH DETAIL PLATES 5232-5234. ASSOCIATED TRACER WIRE ACCESS BOXES TO BE LOCATED 2' BEHIND CATCH BASIN CASTING WHERE APPLICABLE.

EACH STRUCTURE SHALL BE CHECKED FOR BUOYANCY AND CERTIFIED BY THE ENGINEER OF RECORD THAT FLOTATION WILL NOT OCCUR.

CITY OF CHANHASSEN	TYPICAL 4' DIAMETER CATCH BASIN MANHOLE	
	REVISED: 2-24	ENGINEERING DEPARTMENT	PLATE NO.: 3102

INDEX OF CIVIL SITE DRAWINGS:

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CLIENT:

STEINHAGEN ENTERPRISES
8815 Tiller Ave.
NYA, MN 55397

Al Steinhagen
952-657-2294
al@steinhagenent.com

INDUSTRIAL SITE IMPROVEMENT PROJECT
1480 Park Road
Chanhassen, MN 55317

DETAILS

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Sara Dahl
Reg. No. 24348
Date: 03/04/26

PREPARED BY:

CIVIL ENGINEERING
SITE DESIGN
118 East Broadway St.
PO Box 66
Monticello, MN 55362
Phone: 763-314-0929
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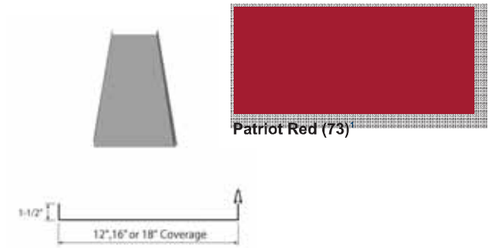
REVISIONS:

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
03/04/26	SD	SD	SD

FILE NO. 01038

C7.1

Details



Patriot Red (73)

Metal Sales Mini Batten SS 1.5"

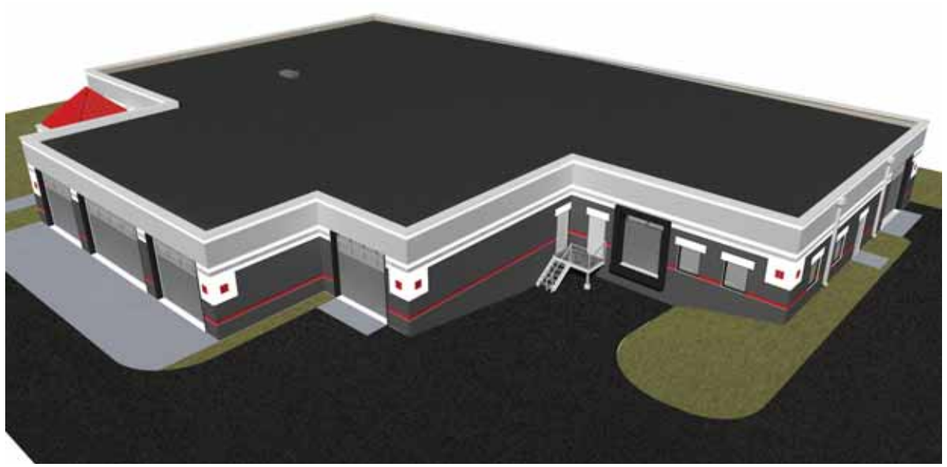


Full-View



Gray

Clopy 3718 Overhead Doors



5 24022 Steinhagen Chanhassen 03-01-26 - NE Aerial



4 24022 Steinhagen Chanhassen 03-01-26 - SE View



3 Photo - Northeast



2 Photo - East



1 Photo - Southeast

SHEET INDEX		Date Issued
Architectural Information		
A0.0	Cover	03-01-16 Prelim
A0.1	Code Info	03-01-16 Prelim
A0.2	Door Schedule	03-01-16 Prelim
A0.3	Outline Specifications	03-01-16 Prelim
A0.4	Outline Specifications	03-01-16 Prelim
Architectural Plans		
A1.1	Floor Story Plan - Demolition	03-01-16 Prelim
A1.2	First Story Plan - New	03-01-16 Prelim
A1.3	Roof Plan	03-01-16 Prelim
Architectural Elevations		
A2.1	Exterior Elevations - New	03-01-16 Prelim
A2.2	Exterior Eleavations - Enlarged	03-01-16 Prelim
Architecdctural Sections		
A3.1	Building Sections	03-01-16 Prelim
Architectural Wall Sections/ Details		
A4.1	Wall Sections/ Details	03-01-16 Prelim
Architectural Interior Details		
A6.1	Interior Elevations	Not Issued
Architectural Reflected Ceiling Plans		
A7.1	Reflected Ceilng Plans	03-01-16 Prelim
A7.2	Reflected Ceiling Plan - New	03-01-16 Prelim
Architectural Details		
A8.1	Architectural Details	Not Issued
Civil		
	Issued by General Contractor/ Owner	Not Issued
Structural		
S0	Conceptual Roof Framing Plan	Not Issued
S1.1	Foundation Plan	Not Issued
S2.1	Roof Framing Plan	Not Issued
S3.1	Sections & Details	Not Issued
S3.2	Sections & Details	Not Issued
S3.3	Sections & Details	Not Issued
Mechanical, Electrical, & Plumbing (MEP)		
MEP	Mechanical, Electrical, & Plumbing	Design/ Build Deferred Submittal

MICHAEL J. THOMAS ARCHITECT
4918 S. Tri Oak Circle NE
East Bethel, MN 55092
Phone: 651-245-2346
Email: mjtallc2520@gmail.com
Web:michaeljthomasarchitect.com

STEINHAGEN ENTERPRISES, INC

Project No:
24022

Date Last Revised:
02-20-26, 02-24-26, 02-26-26, 03-01-26

File Name:
24022 Steinhagen Chanhassen 03-01-26.pln

Drawn By:
MJT

Minnesota License No.:
23592

Date Signed:
00-00-00

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Signature

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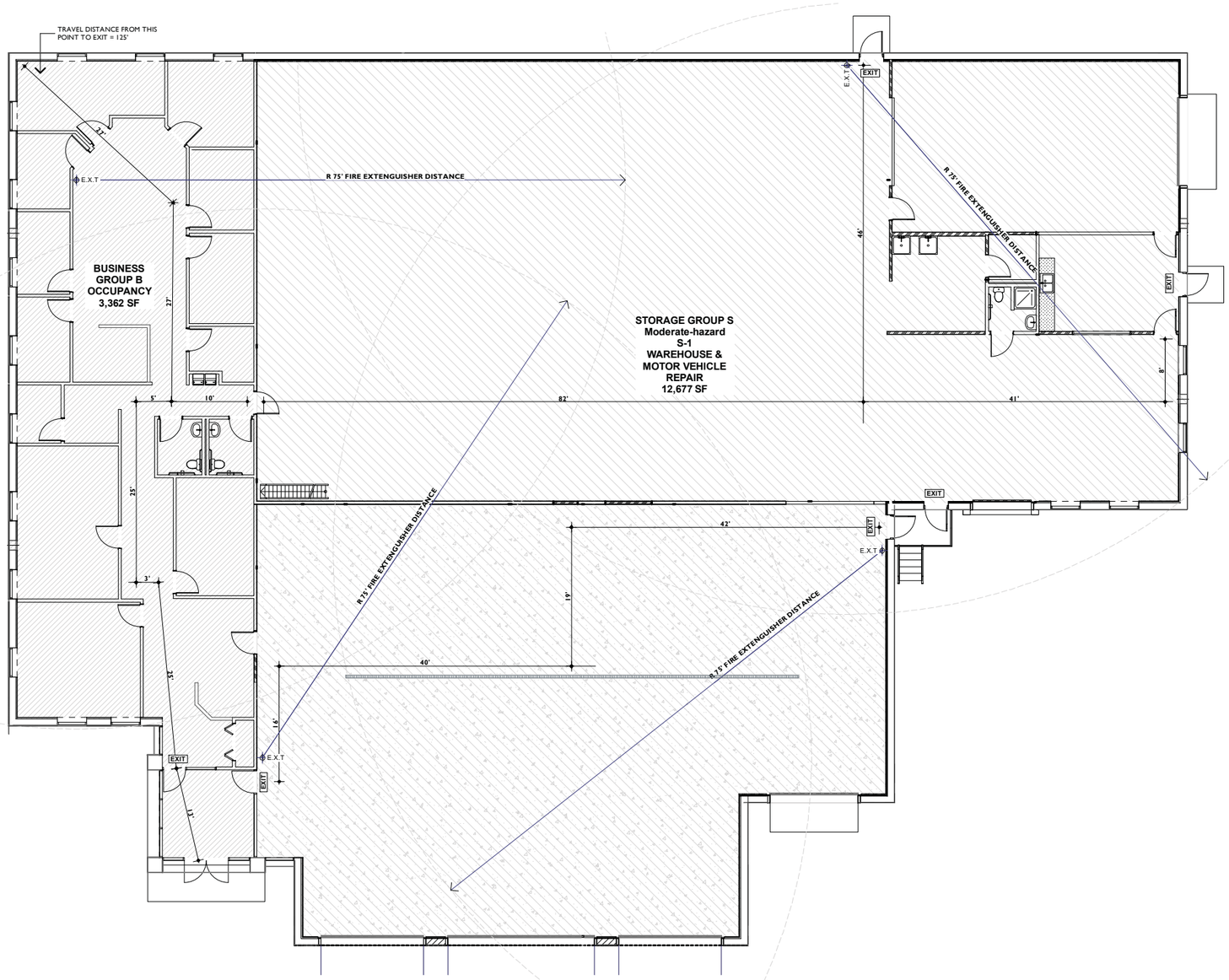
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PRELIMINARY - DO NOT USE FOR CONSTRUCTION

Steinhagen Enterprises
Adaptive Re-use for Office and Shop
14800 Park Road
Chanhassen, MN 55317

A0.0

SCALE INDICATED BASED UPON PRINTED 24" X 36" (ARCHITECTURAL D) SHEET



1 First Story - Code & Life Safety Plan

SCALE: 1/8" = 1'-0"

0 4' 8' 16'

BUILDING CODE ANALYSIS

2020 Minnesota State Building Code

This is an adaptive re-use of an existing building currently used for disaster restoration construction contractor. It's current use includeds office space, showroom space, vehicle storage, and warehouse.

Proposed use will be demoltion contractor office, vehicle storage, and warehouse.

Chapter 3 OCCUPANCY CLASSIFICATION AND USE
- Section 304
  - BUSINESS GROUP B Occupancy
- Section 311
  - STORAGE GROUP 2 Occupancy
  - Moderate-hazard Motor S-1
  - Warehouse & Vehicle Repair Garage

First (only) Story
- Group B = 3,362 SF
- Group S-1 = 12,677 sf

Total Gross First Story/ Building Footprint = 16,039 sf

Chapter 5 GENERAL BUILDING HEIGHTS AND AREAS
- Table 504.3 Allowable Building Height In Feet Above Grade Plane
  - B & S, Sprinklered, Type II B Construction. 75' Height Allowed. 20-8"" Height Actual
- Table 504.4 Allowable Number of Stories Above Grade Plane
  - B, Sprinklered, Type IIB Construction. 4 Stories Allowed. 1 Story Actual.
  - S-1, Sprinklered, Type IIB Construction. 3 Stories Allowed. 1 Story Actual.
- Table 506.2 Allowable Area Factor in Square Feet (SF)
  - B, 1-Story, Sprinklered, Type IIB Consturction. 92,000 sf Allowed. 3,362 sf Actual
  - S-1, 1-Story, Sprinklered, Type IIB Construction. 70,000 sf Allowed. 12,677 sf Actual
- Table 508.3 Nonseparated Occupancies.
  - This is considered a nonseparated occupancy.
  - Item 508.3.1 Occupancy Classification. The most restrictive provisions of Chapter 9 will be applied to the Group S-1 Occupancy

  - S-1 Total Allowed SF = 70,000 SF. Actual S-1 + B = 16,039 SF
- Table 508.4 Required Separation of Occupancies
  - No Occupancy separations required.

Chapter 6 TYPES OF CONSTRUCTION
- Table 601 Fire-Resistance Requirements for Building Elements
  - Type II. Non-combustable, No fire rating required.
- Section 602.2. Type IIB:
  - Structual Elements, Exterior Walls, and Interior Walls are non-combustable.
- Table 602 Fire-Resistance Rating Requirements For Exterior Walls Based On Fire Separation Distance.
  - All sides are open over 10'. No rating required.

Chapter 7 FIRE AND SMOKE PROTECTION FEATURES
- No reaquirements based upon occupancy, construction type, and exterior wall separation distances.

Chapter 8 INTERIOR FINISHES
- Table 803.13 Interior Wall and Ceiling Finish Requirements by Occupancy
  - B Occupancy/ Sprinklered
    - Interior exit stairways and ramps and exit passageways = Class B
    - Corridors and encosure for exit access stairway and ramps = Class C
    - Rooms and enclosed space = Class C
  - S Occupancy/ Sprinklered
    - Interior exit stairways and ramps and exit passageways = Class C
    - Corridors and encosure for exit access stairway and ramps = Class C
    - Rooms and enclosed space = ClassC

Chapter 9 FIRE PROTECTION AND LIFE SAFETY SYSTEMS
- Section 903 Automatic Sprinkler Systems
- The entire exising building is equiped with an automatic fire suppression (sprinkler) system.
- This system will be updated based upon new use and layout.

Chapter 10 MEANS OF EGRESS
- Table 1004.5 Maximum Floor Area Allowances Per Occupant
  - Business Areas = 150 sf gross. 3,362 sf / 150 = **23** occupants
  - Warehouses = 500 sf gross = 12,677 sf/ 500 = **26** occupants
  - Total Calculated Occupant Load = **49** Occupants

Chapter 29 PLUMBING SYSTEMS
- Section 2902.1.1 Fixture Calculation
  - Calculated Occupant Load Overall = 49 / 2 = 25 male and 25 female

- Table 2902.1
  - Business
    - Water Closets 1/25 = 1 each sex required. 3 provided.
    - Lavitories 1/ 40 = 1 each sex required. 3 provided.
    - Drinking Fountain. Existing 2 drinking fountains to remain.
    - Service Sink = 1 required. 1 Existing to remain.

2020 MINNESOTA PROVISIONS TO THE MINNESOTA STATE BUILDING CODE
- Section 1303.1500 Recyling Space
- Table 1-A Minimum Recyling Space Requirements
  - "All Others" = .0025 x 16,039 sf = 40.10 sf required.
- See Code Plan. ??????????????????????????????

2020 Minnesota Accessibility Code

This project is subject to and must follow all requirements of the 2020 Minnesota Accessibility Code, 2020 MN Building Code Chapter 1341, and the ICC/ANSI A117.1-2009.

HVAC/ Plumbing/ Electrical

This is a design/build delivery contract. Applicable subcontractors will include all design and engineering for their systems.

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STEINHAGEN ENTERPRISES, INC

Project No:
24022

Date Last Revised:
02-20-26, 02-24-26, 02-26-26, 03-01-26

File Name:
24022 Steinhagen Chanhassen 03-01-26.pln

Drawn By:
MJT

Minnesota License No.:
23592

Date Signed:
00-00-00

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Signature

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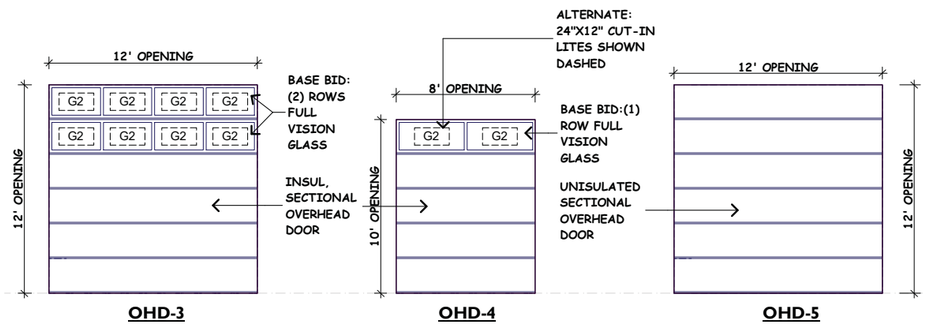
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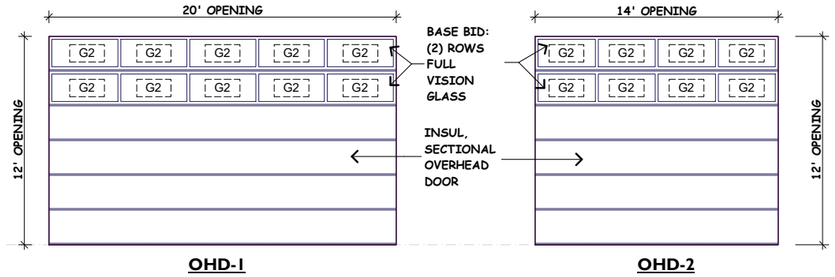
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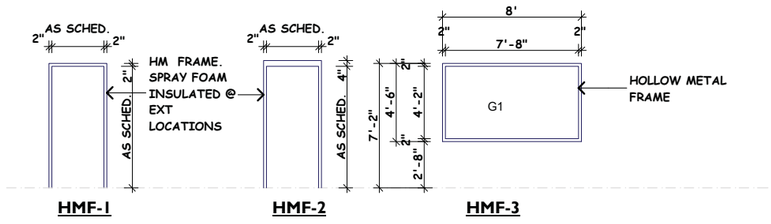
Steinhagen Enterprises
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Chanhassen, MN 55317

A0.1

SCALE INDICATED BASED UPON PRINTED 24" X 36" (ARCHITECTURAL D) SHEET

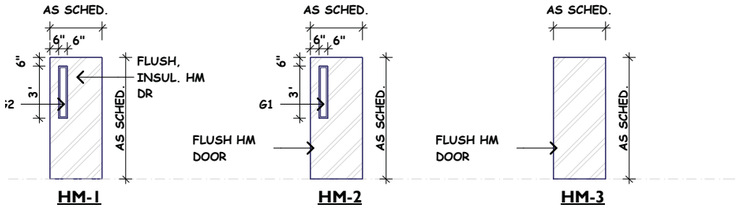






KEY TO GLASS TYPE

G1 = 1/4" Tempered Glass
G2 = 1" Insulated, Tempered Glass
G3 = 1" Insulated Glass



1 Door & Frame Types
SCALE: 1/4" = 1'-0"

0 2' 4' 8'

08 71 00 Door Hardware

1. Butt Hinges
   a. Acceptable Manufactures = Ives, Stanley, Hager, or PBB
   b. Hinge Quantities
      i. 3 hinges for doors up to 90 inches. 1 additional hinge for every 30 inches over 90 inches.
      ii. 4 hinges for dutch opening through 90 inches high.
   c. Types
      i. Standard weight plain bearing hinges
         1. Interior doors through 36 inches wide without closer.
      ii. Standard weight ball bearing hinges
         1. Interior openings over 36 inches through 40 inches wide.
         2. Interior openings through 40 inches wide with a door closer
      iii. Heavyweight, 4 ball bearing hinges
         1. Interior openings over 40 inches wide
         2. Public vestibule openings at exterior doors.
         3. Exterior outswing public openings
         4. Exterior outswing non-public entrance openings over 40 inches wide.
      iv. Oil-impregnated hinges not acceptable
   i. Hinge sizes = 4 ½" x 4 ½" for 1 ¾" thick doors.
2. Flush Bolts and Dust Proof Strikes
   a. Acceptable Manufactures = Ives, Door Controls, or Hager
   b. Provide two 12" rods for manual flush bolts for doors 7'6" or less. Provide automatic flush bolts where required to maintain egress requirements on pairs of doors and at labeled doors.
3. Exit Devices
   a. Acceptable manufactures
      i. Wide Style, Push Pad = Von Duprin 98/99 Series, Monarch 18 Series, or Precision 2000 Series.
      ii. Narrow Style, Push Pad = Von Duprin 33/35 Series, Monarch 17 Series, or Precision 20 Series.
      iii. Lever Trim = Von Duprin 996 Series, Monarch 180 Series, or Precision 2900C Series.
      iv. Pull Trim = Von Duprin 990 Series, Monarch Vanguard Series, or Precision 1700C Series.
   b. Provide dead-locking latchbolts to insure security.
4. Locks & Latches
   a. Provide lever handles, complying with ADA and applicable accessibility codes at all locations.
   b. Acceptable Manufactures Grade 2 Cylindrical = Schlage AL Series NEP, Falcon B Series Q, or Sargent 7 Line LP.
5. Cypher Lock
   a. Equal to Schlage AD-200 Offline Electronic Lock. Compatible with master key system and exist device.
6. Pulls, Pushbars, Push/Pull Plates
   a. Acceptable Manufactures = Burns, Hager, or Ives
   b. Straight Pull = 1" dia., 10" ctc.
   c. Offset Door Pull = 1" dia. 10" ctc.
   d. Pull/ Pushbar = 1" dia, 10" ctc Pull
   e. Offset Pull/ Pushbar = 1" dia, 10" Pull
   f. Push plate = .050 4" x 16"
   g. Pull plate = 1" dia, 10" ctc - .050 x 6 x 16"
7. Coordinators
   a. Bar Coordinator = Ives CORxFL, Door Controls 600xFiller, or Hager 297Dx297F
   b. Mounting Bracket = Ives MB Series, Door Controls AB, C Series, or Hager 297 Series
   c. Provide coordinators at all pairs of doors having automatic flushbolts and closers on the inactive leaf, and for pairs of doors having vertical rod/mortise exit device combinations with overlapping astragals.
8. Closers
   a. Acceptable Manufactures = LCN 1461, Dor-O-Matic SC80, Sargent 1430/ 1431
9. Kick Plates and Mop Plates
   a. Metal 10" high x .050 thick x 2" less than door width.
10. Overhead Stops
    a. Heavy Duty Surface Mount = Glynn-Johnson GJ90 Series, Rixson 9 Series, or Sargent 590.
11. Wall Stops and Holders
    a. Wrought Convex or Concave Bumper = Ives, Hager, or Burns
    b. Automatic Wall Holder - not used
12. Magnetic Holders
    a. Acceptable Manufactures = LCN 7850 & 7830, Dorma EM-F24120 & EM-S24120
    b. Provide where noted in Door Schedule and Hardware Group. Where wall mounted magnetic holders are not feasible to due location of wall on plan, provide overhead hold open "Fire/Life Safety Closer/Holder".
    c. Coordinate all magnetic holders with fire alarm system/ electrical contractor.
13. Weather-stripping/ Gasketing
    a. Acceptable Manufactures = Pemko, NGP, or Reese
14. Thresholds
    a. Saddle Thresholds = Pemko 171, NGP 425, or Reese S205
15. Finishes
    a. Butts (interior) 652 (US26D)
    b. Flush Bolts, Exit Devices, Locks and Latches, Misc. 625 (US26D)
    c. Pulls and Push Plates/ Bars, protective plates, overhead stops, wall stops and holders, 630 (US32D)
    d. Coordinators 600 (Prime painted or mill alum.)
    e. Closers 689 (Powder Coat Alum.)
    f. Thresholds 628 (mill alum.
16. Keying
    a. Acceptable Manufactures = Schlage or Sargent Signature
    b. Provide all locks and cylinders utilizing a patented keyway to prevent manufacturing and distribution of aftermarket key blanks by anyone other than factory authorized dealers.
    c. All locks under this section shall be keyed as directed by the owner to a new Restricted Patented Grand Master Key System.
    d. Keying shall be by lock manufacturer where permanent records shall be kept.
    e. Furnish (2) keys per cylinder. Actual cut keys as per owner.
17. Electronic Strikes
    a. Provide electronic strikes at doors noted on Door Schedule for security system.
18. Door Schedule Hardware Group Schedule
    a. Group 01 - Exterior Service Doors
       i. Butts, Threshold, Overhead Stop, Closers, Weatherstrip, Sweep, Lockset, cylinder
    c. Group 02 - Interior Storage Room Doors
       i. 1 1/2 payr Butts, Store Room Lockset, Overhead Stop,
    f. Group 03 Interior HM Passage Doors
       i. 1 1/2 pair Butts, Latchset, Threshold, Smoke Stripping,Overhead Stop

DOOR SCHEDULE

ID	DOOR			FRAME TYPE	HDWR GROUP	NOTES
	W	HT	TYPE			
D100A Exist	6'	7'-2"				
D100B Exist	3'	7'				
D100C Exist	3'	7'				
D101A Exist	5'	7'				
D101B	3'	7'	HM-2	HMF-1	03	
D102 Exist	3'	7'				
D103 Exist	3'	7'				
D105 Exist	3'	7'				
D106 Exist	3'	7'				
D107 Exist	3'	7'				
D108 Exist	3'	7'				
D110 Exist	3'	7'				
D112 Exist	3'	7'				
D113 Exist	3'	7'				
D114 Exist	3'	7'				
D115 Exist	3'	7'				
D116 Exist	3'	7'				
D117 Exist	3'	7'				
D118 Exist	3'	7'				
D119 Exist	3'	7'				
D120 EXIST	3'	7'				
D121A	12'	12'	OHD-3			
D121B	12'	12'	OHD-5			
D121C	3'	7'	HM-2	HMF-1	03	
D122A	3'	7'	HM-2	HMF-1	03	
D122B	3'	7'	HM-2	HMF-1	03	
D122C Exist	3'	7'				
D123 Exist	3'	7'				
D124	3'	7'	HM-3	HMF-1	02	
D126A	8'	10'	OHD-4			
D126B	3'	7'	HM-1	HMF-2	01	
D128A	14'	12'	OHD-2			
D128B	20'	12'	OHD-1			
D128C	14'	12'	OHD-2			
D128D	12'	12'	OHD-3			
D128E	3'	7'	HM-1	HMF-2	01	
Demo'd Door	3'	7'	---		---	---

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STEINHAGEN ENTERPRISES, INC

Project No:
24022

Date Last Revised:
02-20-26, 02-24-26, 02-26-26, 03-01-26

File Name:
24022 Steinhagen Chanhassen 03-01-26.pln

Drawn By:
MJT

Minnesota License No.:
23592

Date Signed:
00-00-00

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Signature

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PRELIMINARY - DO NOT USE FOR CONSTR

Steinhagen Enterprises
Adaptive Re-use for Office and Shop

14800 Park Road
Chanhassen, MN 55317

A0.2

SCALE INDICATED BASED UPON PRINTED 24" X 36" (ARCHITECTURAL D) SHEET

DIVISION 01 - General Requirements

01 00 00 General Requirements & Notes

1. Drawing discrepancies must be brought to the attention of the Architect before proceeding. Dimensions must be verified in the field. These structures are designed to be stable and self-supporting when complete. It is the GC's responsibility to determine means & methods of construction to provide stability for the building & it's components during erection. This includes any temporary bracing, shoring, guys, or tie downs.

01 23 00 Alternates

1. ALTERNATE A-1
   Base Bid: Replace existing standing seam metal roof with new standing seam metal roof.
   Alternate: Leave existing standing seam metal roof and repaint.
2. ALTERNATE A-2
   Base Bid: Provide full view glass sections at overhead doors.
   Alternate: Omit full view glass and provide 24"x 12" cut in vision lites.
3. ALTERNATE A-3
   Base Bid: Dry Fall paint all exposed roof steel joist, steel beams, and metal roof decking.
   Alternate: Leave existing exposed roof structure unpainted.
4. Voluntary Alternates. In addition to the base bid, the Owner will consider voluntary alternates for products, materials, and work which may reduce the costs. Prior approval for voluntary alternates and approved substitutions to the base bid shall be submitted to the Architect prior to submitting a bid and shall be as per section 01 25 00 Substitutions Procedures. ALL BIDS SHALL HAVE BASE BID AS PER THE PLANS AND SPECIFICATION. VOLUNTARY ALTERNATE SHALL SUBTRACT FROM OR ADD TO THE BASE BID.

01 33 23 Shop Drawings, Product Data, and Samples

(1) PDF Electronic of the following shall be submitted to the architect for approval:

1. Reinforcing Steel (rebar)
2. Concrete Mix Design
3. Steel columns, beams, bar joist, and other structural steel components
4. Doors, door frames, and door hardware. Interior borrow lites. Glazing.
5. Windows.
6. Precast Concrete Wall Panels.
7. Roof Assembly.
8. Cabinet/ Casework.
9. Design-Build mechanical, plumbing, electrical, fire sprinkler, fixtures, etc.
10. Exterior material finish and color selections such as roofing, siding, prefin. metal, caulking, etc.
11. Interior material finish and color selections such as flooring, paint, etc.

01 40 00 Regulatory Requirements

The General Contractor will submit the plans and pay the fees required for a building code plan review and building permit. The General Contractor shall be responsible for coordinating all inspections and communications with the building official(s) once said General Contractor is under contract for construction. The Owner will pay for all Sewer Access Charges (SAC), Water Access Charges (WAC), park dedication fees, and/ or any other city fees directly to the City.

01 45 33 Code-Required Special Inspections and Procedures

1. It shall be the responsibility of the General Contractor and applicable subcontractors to notify the owner in advance (minimum 3 days) when their work is ready for special inspection.
2. The owner will be responsible for obtaining a third party special inspector and for paying for costs of the special inspector's services. A special inspector will be retained by the Owner prior to start of construction.
3. See structural plans for a special inspections schedule.

DIVISION 02 - Existing Conditions

02 21 13 Site Survey

The Civil Drawings were prepared by Civile Site Design under a separate contract directly with the Owner. They are for reference and coordination purposes only. Michael J. Thomas Architect, LLC assumes no responsibility for their contents.

Site work under this project's site work package shall include all concrete walks, utilities, final grading, sod, landscaping, etc. within the established boundaries.

DIVISION 03 - Concrete

03 10 00 Concrete Forming

1. Conform to the requirements of ACI 301, American Concrete Institute, "Specifications for Structural Concrete for Buildings", an ACI 347R, "Recommended Practice for Concrete Formwork"
2. Material for concrete forms shall be wood or metal or other approved material. Wood forms shall be sound, clean lumber and free from holes or defects. Exposed concrete shall be formed with smooth, new plywood or steel.
3. Carton forms to be biodegradable paper surface, treated for moisture resistance, and structurally sufficient to support weight of plastic concrete and other superimposed loads.
4. Vapor Barrier: as per section 07 27-19. Protect vapor barrier during placing of base fill, reinforcing, and/ or concrete. Repair punctures and tears before placing concrete.

03 15 00 Under Slab Vapor Barrier

1. Sheet vapor barrier installed under interior concrete slabs on and below grade.
2. Complies with ASTM E1745 Class A.
3. Thickness: 15 mil
4. Provide manufacturer's recommended accessories products including tape, adhesives, mastic, etc. for sealing seams and penetrations in vapor barrier. Seal vapor barrier up or down to the foundation/ walls.
5. Approved Manufacturers:
   a. Raven Industries Inc.: VaporBlock 15
   b. Stego Industries LLC: Stego Wrap Vapor Barrier, 15 mil
   c. W.R. Meadows Inc: Perminator 15 mil

03 35 00 Concrete Finishing

1. Interior Concrete Slabs to be Trowel finished to comply with ACI 301, Section 11.7.3. Tolerance variation of not more than ¼ inch in 10 feet.
   a. All exposed concrete floors scheduled to be left exposed shall receive a Liquid Densifier/ Hardner equal to L&M Construction Chemicals, Inc: FGS Hardener Plus.
2. Exterior Concrete Walks and Miscellaneous Slabs on Grade shall be 4" inches thick unless indicated otherwise. Control joints shall be scored with finishing tool to ¼ depth of slab thickness. Expansion joints where slabs abut building shall be formed with ½ inch thick expansion joint filler, caulk after concrete has cured for 7 days. Broom finish.
3. Curbs and Gutters as per Civil Plans and Specifications.
4. Concrete Penetrating Sealer (CPS) for underside of precast concrete planks at Car Wash Tunnel.
   a. Sealer shall be a Transparent, non-yellowing, water- or solvent based coating.
   b. Silane/ Siloxane or Siliconate composition.
   c. Products equal to Concrete Sealers USA, W.R. Meadows Intraguard, or Ghostshield Siloxa-Tek 8500.
   d. Apply before the concrete plank joints are caulked.

DIVISION 04 - Masonry

04 22 00 Concrete Unit Masonry

1. See Structural Plans & Specifications for structural, bond beam, grouting, and reinforcement requirements.
2. Architectural Requirements:
   a. 16" (15 5/8") wide x 8" (7 5/8") high x12" (11 5/8") [or 10" (9 5/8")] wythe Smooth Face units.
   b. Finish: Standard grey, painted in field.
   c. Provide rock-face, smooth, and fluted profiles to match existing.

DIVISION 05 - Metals

05 50 00 Metal Fabrications

1. Section includes items of miscellaneous iron and steel not indicated on the structural drawings.
2. Materials
   a. Structural Steel Shapes, Plates and Bars as per ASTM A36
   b. Steel Tubing. Cold formed to be ASTM A500, Grade B. Hot rolled to be ASTM A501
   c. Steel Sheet. Cold rolled to be ASTM A366. Hot rolled to be ASTM A570
   d. Steel Pipe to be Black, standard weight, schedule 40, to comply with ASTM A53, unless noted otherwise.
   e. Shop Primer. All items to be shop primed and shall comply with SSPC Paint 13, or rust inhibitive primer. Touch up primer in field after installation prior to final painting.
3. Fabrication. Verify dimensions of items with joints neatly fitted and properly secured. Mill Joints to tight fit, hairline finish. Cope or miter corner joints. Form joints exposed to weather to exclude water penetration. Grind all weld joints smooth prior to priming.

DIVISION 06 - Wood, Plastics, and Composites

06 41 16 Architectural Woodwork & Cabinets

1. Includes:
   a. Custom fabricated laminated wood casework with hardwood and laminated wood door and drawers faces.
   b. Custom fabricated laminate faced panels, ledges, trim, wall caps, decorative panels, mail slots, and shelves as shown on the drawings.
   c. Post formed plastic laminated faced counter tops.
      i. Equal to VT Industries "Waterfall Edge", ½ Radius Edge.
         1. 25 ½" Kitchen / Vanity
         2. Single Roll/ Bar profile at window stool locations.
      ii. Integral 4" Nominal (2 31/32") backsplash.
      iii. Field assembled & installed 4" nominal sidesplash(s)
      iv. Field or factory installed Laminate exposed edge finish.
2. Core Board shall be any of the following products conforming to AWI Custom Grade
   a. Industrial grade particleboard
   b. Solid lumber core.
   c. Plywood.
   d. No added Formaldehyde.
3. Plastic Laminate Finish Face to be premium grade plastic laminate conforming to NEMA LS-3-GP-50, Grade (0.42 inch thick).
   a. Acceptable manufactures include
      i. Formica
   b. Color Selections:
      i. Exterior of all Cabinets to be Formica 6414 "Black Riftwood"
      ii. All horizontal surfaces, counter tops, works surfaces, window sills, etc. to be Formica 6220 "Smoke Quartone"
4. Plastic Laminate Interior Face to to be Backer sheet, BK-20 (0.20 inch thick) of same manufacturer as face laminate.
5. Hardwood and Lumber Veneers. Exposed surfaces such as doors, drawers, front frames to be plain sliced Maple. Semi exposed surfaces to be compatible species.
6. Casework Hardware
   a. Adjustable shelf standards to be Knape and Vogt No. 255 brackets; Knape and Vogt No. 256 Recess mount into divider and ends. Adjustable 5mm shelf pegs and drilled support holes is an acceptable substitution.
   b. Drawer slides to be Knape and Vogt MuV or MuV34 Soft-Close Drawer Slides.
   c. Hinges shall be Blum 120 Degree Cliptop Full Overlay/ Self Closing clip on style European hinges. Nickel finish.
   d. Catches for unlocked 3/4 inch casework doors to be Stanley No. 41
   e. Catches for locked ¾ inch casework to be Ives No. 325 xx a92
   f. Door and drawer pulls to be Liberty Bauhaus 3 in. (76mm) Stainless Steel Bar Pull
7. Fabrication
   a. All casework to comply with the American Woodwork Institute (AWI) Custom Grade, flush overlay construction.
   b. Cabinets shall be constructed with either face frames or frameless box construction.
   c. Box construction to be no less than ¾ inch thick for components except for back (against wall) may be ¼ inch thick.
   d. Flush, laminate doors and drawer faces shall be used elsewhere unless noted on the plans.
   e. Drawer sides back and sub-front to be no less than ½ inch thick core material with exposed edges sealed with self-edged laminate. Drawer bottom no less than ¼ inch thick hardboard or plywood. Drawer fronts to be no less than ¾ inches thick, flush overlay construction of laminated or solid wood. Provide GP-50 vertical grade plastic laminate at exposed sides and ends.
   f. Edging on cabinet edges, door edges, and drawer edges may be laminate or .018 matching PVC.
8. Miscellaneous Accessories
   a. Heavy-duty counter support brackets. Knape and Vogt, 208 Ultimate L Bracket. 21.4" x 13/16" x 14.2". Color: Black. Space at 3'0 O.C. max at counter and vanity locations shown to be open below (where no base cabinets are shown).

DIVISION 07 - Thermal & Moisture Protection

07 21 13 Board Insulation

1. Extruded Polystyrene Board Insulation.
2. Approved Product and Manufacturer to be "Styrofoam" by Dow Chemical Co. or approved equal.
3. Foundation Perimeter: (1) layer, 2" thick with a total minimum R-Value of 10. Provide continuous 2' wide horizontal rigid insulation at top of foundation as shown on the wall sections.
4. See roofing section for roof insulation.

07 62 00 Sheet Metal Wall Panels, Roof Panels, & Flashing

1. Prefinished Metal Wall Panels.
   a. Equal to MAC Architectural Metal panels.
   b. Profile: Metal Block, 12" wide x 24" (groove distance).
   c. ASTM E84, Class A, Fire Resistance
   d. ASTM D5206-06A, Maximum Sustained Pressure at Break
   e. Vertical Installation (as shown on the drawings)
   f. Panel Depth 1"
   g. Pre-painted galvanized steel.
   h. 24 gauge
   i. No visible joints
   j. No perforations.
   k. 40-year warranty.
   l. Color: Signature Collection - Ash Quartz
2. Prefinished Metal Cap flashing, drip edge flashing, reglet flashing, down spout, roof scupper etc.
   a. Sheet Metal: ASTM A446, 24 gauge, galvanized, Grade A, G90 coating; primed and finished one side with fluorocarbon coating, and washed coat on back side.
      i. Approved manufactures: MBCI or Metal Sales Manufacturing Corportaion
   b. Finish: Conform to AAMA 605.2, with no less the 70 percent Atochem Kynar 500 or Ausimont Hylar 5000 polyvinylide fluoride resins.
   c. Color Schedule:
      i. Matt Black
3. Prefinished Metal Fascia and Soffits:
   a. Approved Manufacturer: MBCI
   b. Soffit Panel: 24 gauge, Smooth finish, Concealed Fastened, Non-vented, FW-120-1 with Bead. 12" panel width with bead 6" o.c.. Thickness 1 ½".
   c. Steel Fascia: Custom profiles to per architectural plans.
      i. Color: Matt Black

07 53 23 Loose Laid Ballasted Ethylene Propylene Diene Terpolymer (EPDM) Roofing

1. 60-mil Sure-Tough reinforced EPDM membrane.
2. Membrane and insulation, loose laid over the precast concrete plank or OSB/Plywood substrate and held in place with minimum 10 pounds of ballast per square foot or as required for wind loads.
3. Adjoining sheets of EPDM spliced together per manufacturer's required.
4. Color: Black
5. Insulation: tapered and flat equal to Firestone ISO 95+ GL rigid insulation, loose laid.
   MINIMUM R-VALUE OF 30 (not average).
6. Minimum 20 year manufacturers warranty
7. Accessories: provided termination bars, flashing, pipe boots, roof drains, etc. as required for a complete warranted assembly.
8. Approved manufacturers: Carlisle 60-mil Sure-Tough, Firestone, others approved by architect.

07 84 00 Firestopping

1. For rated wall and floor assemblies as per code plan and as required.

07 92 00 Joint Sealants

1. Interior and exterior calking at connection of different materials, plumbing fixture connections, counter tops/ wall connections, door/ window connection interior and exterior walls, plastic liner panel assembly connections to concrete, CMU, etc. (note precast concreted panel joint caulking shall be by precast supplier) and all locations where water or moisture may potentially penetrate the assembly.
2. Interior joints in wet areas
   a. Single component, elastomeric sealant comply with Fed. Spec. TT-S-001543, Class A, compounded specifically for mildew resistance and recommended by the manufacturer. Color to match vanity, counter, or fixture (not wall).
   b. Acceptable manufactures and product
      i. Dow Corning No. 786
      ii. General Electric No. SCS 1702 Sanitary Sealant
      iii. Pecora No. 863
      iv. White No. 345
      v. Sonneborn Omniplus
3. Interior joints not subject to movement
   a. Acrylic, general purpose, paintable, acrylic-emulsion sealant, with approximately 12-1/2 percent elongation complying with ASTM C834. Color selected by Architect.
   b. Acceptable manufacturers and product
      i. Tremco Acrylic Latex 834
      ii. Sonneborn Building Products Sonolac
      iii. Pecora Corporation AC-20
      iv. Bostik Construction Products Div. Chem-Calk 600
4. Exterior use in expansion and control joints of precast concrete roof and floor structure, fiber cement siding, manufactured stone veneer, doors/ windows perimeters, other similar and dissimilar material connects not noted otherwise.
   a. Polyurethane Sealant. One-part urethane sealant conforming to ASTM C920, Type S or M, Grade NS, Class 25, Uses NT, M, A, and O. Color selected by Architect
   b. Acceptable manufacturers and product
      i. Bostik Chem-Calk 900
      ii. Pecora Dynatrol I
      iii. Sika Sikaflex-1a
      iv. Sonneborn Sonolastic NP1
5. Foam Backer Rod
   a. Closed Cell, non-gassing backer rod as recommended by sealant manufacturer.
   b. Acceptable manufacturers and product include Applied Extrusion Technologies, Inc "Sof-Rod"
6. Caulking at precast concrete wall panels will be by the precast concrete manufacturer.

DIVISION 08 - Openings

08 11 00 Hollow Metal Doors & Frames

1. Includes Non-rated metal door frames, Insulated and non-insulated metal doors, & insulated and non-insulated door vision kits.
2. Exterior Doors: Hot dip galvannealed steel, ASTM A 653, Class A60, 16 gauge [0.053" (1.3 mm)] hot dipped galvannealed steel, with closed tops.
   a. Include galvannealed components and internal reinforcements with galvannealed doors.
   b. Close tops of exterior swing-out doors to eliminate moisture penetration. Galvannealed steel top caps are permitted.
3. Interior Doors: Cold rolled steel, A 1008, 18 gauge [0.042" (1 mm)], cold rolled or galvannealed steel.
   a. Include galvannealed components and internal reinforcements galvannealed doors.
4. Door core constructions:
   a. Interior Doors: Honeycomb: Reinforced, stiffened, sound deadened and insulated with phenol formaldehyde free Kraft honeycomb core completely filling the inside of the doors and laminated to inside faces of both panels using contact adhesive applied to both panels and honeycomb core.
   b. Exterior Doors: Polystyrene: Reinforced, stiffened, sound deadened and insulated with a rigid polystyrene core bonded to the inside faces of both panels with contact adhesive. All Polystyrene doors are full width and height polystyrene core filled.
5. Face Welded Frames: Continuous face weld the joint between the head and jamb faces along their length either internally or externally. Grind, prime paint, and finish smooth face joints with no visible face seams.

08 36 13 Sectional Overhead Doors

1. Includes complete supply and installation of insulated steel overhead doors.
2. Eq. to Clopay Model 3718 (W1). Flush panel.
3. Full, Aluminum framed glass panel.
4. 3" continuous angle track.
5. 84" hi-lift at 12' high doors. 60" hi-lift at 14' high doors.
6. Extended Solid Shaft
7. Finish: Custom painted to match exterior precast concrete paint with matching external vinyl weather seal.
8. Insulated, 16.2 R-value.
9. Sizes: Per plans
10. Operator: Liftmaster J751 L5 Commercial Jackshaft Opener. (1) 3-button station per door.
11. Remote: Provide (1) 893LM Remote per (2) doors.

DIVISION 09 - Finishes

09 21 16 Gypsum Board Assemblies

1. Materials
   a. Gypsum wall board to comply with ASTM C36, tapered edges
      i. Fire resistive board to be Type X, unless indicated to supply manufacturer's proprietary, fire resistive labeled board to comply with UL designs.
      ii. Acceptable Manufacturers include USG Systems and Gold Bond.
2. Accessories
   a. Comply with ASTM C1047, hot dipped, galvanized steel unless otherwise indicated.
   b. Corner bead to be Type CB-118x, 118, USG
   c. Casing bead to be Type LK-5, square nosed, L-shaped bead for kerfed jambs. Other beads Type LC and U shaped.
   d. Control Joint equal to USG 093. Provide vertical interior control joints spaced no greater than 30' on center continuously from floor to top of wall assembly.
   e. Tear-off bead to be 1 1/8" casing bead with 5/16" tear off mask, designed for use at window jambs.
   f. Screws to comply with ASTM C1002. Length of screws required to penetrate wood framing not less than 5/8 inch.
   g. Nails to comply with ASTM C514
   h. Resilient Channels to be RC-1 as indicated. Comply with ASTM A 653 or ASTM A 568.
3. Joint reinforcing tape and compound to comply with ASTM C475 and gypsum board manufacturer's recommendations.
4. Finish Levels of joints in interior gypsum board work
   a. Level One
      i. Embed tape and joint compound at joints and interior angles. Leave surface free of excess joint compound. Tool marks and ridge are acceptable.
      ii. Use above suspended ceilings and within other concealed spaces if the gypsum board assembly is fire rated, sound rated, sound or smoke controlled, or the space serves as an air plenum.
   b. Level Two
      i. Embed tape and joint compound at joints and interior angles. Add another separate coat of joint compound applied over joints, angles, fasteners heads, and accessories. Sand smooth, ready for finish materials.
      ii. Use at location where the gypsum board serves as a substrate for thicker materials such as tile, wood paneling, sanitary panels etc.
   c. Level Three
      i. Embed tape and joint compound at joints and interior angles. Add three separate coats of joint compound applied over joints, angles, fasteners heads, and accessories. Apply and sand smooth free of tool markings and ridges.
      ii. Use for all locations scheduled to be exposed finished gypsum board.

09 51 00 Suspended Acoustical Ceilings

1. Type A - General Use at all areas, except where noted to be other type.
   a. Wet-formed mineral fiber with factory-applied latex paint.
   b. Class A Flame Spread 25 or less. ASTM E 1264
   c. Acceptable Manufacturer and Product to be Armstrong, - Fine Fissured. #932. Tegular Edge.
      i. Approved Equal: USG Radar 2220
   d. Size 2'x2'x3/4" panels.
   e. Color White.
   f. Grid equal to Armstrong Exposed Tee System Prelude XL with 15/16 inch face profile and white finish. Install as per manufactures recommendations.

09 90 00 Painting

1. Interior and Exterior paint systems.
2. Approved manufactures (provide manufacturers top grade of material)
   a. Benjamin Moore
   b. Sherwin Williams
   c. Diamond Vogal
   d. PPG
   e. Pratt & Lampert
   f. Olympic
3. Color and sheen selection to be supplied by Architect/Owner. Contractor to provide complete color sample deck and sample swatch kit for the manufacturer and product proposed prior to color and sheen selections.
4. Painting Schedule - Exterior
   a. Exterior galvanized ferrous metal
      i. (2) coats Effecto Enamel
   b. Exterior galvanized metal
      i. (1) coat Galvanized Metal Latex Primer (at factory primed locations)
      ii. (1) coat Effecto Enamel
   c. Exterior aluminum for Mechanical and Electrical Work
      i. (1) coat Effecto Zinc Chromate Primer
      ii. (1) Effecto Enamel
   d. Exterior Precast Cinder/ Concrete Masonry
      i. (1) Coat Block Filler Primer equal to Sherwin Williams PrepRite Latex Block Filler
      ii. (2) Coats Exterior Acrylic Latex Paint.
   g. Parking and traffic markings
      i. (1) coat traffic paint to comply with local and state DOT requirements. See Civil Drawings.
5. Painting Schedule - Interior
   a. Interior ungalvanized ferrous metal
      i. Shop Primed by Section 05 50 00. Clean with hand tools and Touch up in field.
      ii. (2) coats Cello-Tone
   b. Gypsum board, CMU, and precast concrete
      i. (1) coat ProGreen Low VOC Interior Latex Primer
      ii. (1) coat ProGreen Low VOC Interior Latex Eg-Shel
      iii. (1) additional coat at darker or high pigmented color locations as directed by Architect or as needed to cover properly.
   c. CMU @ other than Car Wash Tunnel
      i. (1) coat ProGreen Low VOC Interior Latex Primer
      ii. (1) coat ProGreen Low VOC Interior Latex High Gloss
6. Color Selection
   a. Exterior
      i. See Drawings/ Plans
   b. Interior
      i. To be selected

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DIVISION 10 - Specialties

10 14 00 Signage

1. Exterior Surface applied letters by owner.
2. Interior way finding signage, and interior room signage, etc. shall be provided as follows:
   a. (3) plastic sign with "Restroom" Text, Unisex International Symbol

10 44 13 Fire Extinguisher Cabinets

1. This contract shall provide Surface Mounted Fire Extinguisher Cabinets.
   a. Outdoor plastic extinguisher cabinet suited for humid and corrosive environments.
   b. Surface mounted, High-impact polystyrene.
   c. Scored plexiglass broken with attached breaker bar.
   d. 10 lbs extinguisher capacity
   e. Inside dimension; 7" X 6" X 20"
   f. Finish to be red.
   g. Acceptable manufacture and product equal to: ULINE H-7269.
2. Fire extinguishers (located in cabinets) and wall hung fire extinguishers will be provided and installed the by Owner. Contractor to provide and install Fire Extinguisher Cabinet only.
3. Schedule - see Architectural plans for locations.
   a. Type "FEC" - Fire Extinguisher with Semi-Recessed Cabinet.
      i. See Plans for locations
   b. Type "FEX" - Wall hung (from bracket) Fire Extinguisher
      i. See plans for locations.

DIVISION 11 - Equipment

11 31 00 Residential Appliances

1. Break Area
   a. (1) Top Freezer/ Refrigerator
      1. With Ice Maker
      2. EnergyStar Compliant
      3. 7.1 cu ft. total capacity
      4. Size (max): 22" wide x 22" deep x 57" height
      5. Stainless Steel Finish

DIVISION 22 - Plumbing

22 05 00 Common Work Results for Plumbing

1. This is a design-build plumbing contract. It shall be the responsibility of the plumbing contractor to design a system to serve the plumbing fixture layout as shown and to meet all applicable codes. Required state and municipal; approvals shall be under the plumbing contractor's scope of work. All costs associated with a complete system design, materials, fixtures, faucets, drains, and installation shall be included in the bid price. All cutting, patching, fire stopping, caulking, etc. associated with this work shall be included.

DIVISION 23 - Heating, Ventilating, and Air Conditioning (HVAC)

This is a 100% design/ build HVAC project. It shall be the responsibility of the HVAC subcontractor to design a complete system which meets all applicable codes (including the MN Energy Code). Said subcontractor must include the cost for all design, engineering, & permits. Provide HVAC, plumbind deferred submittals such as HVAC plans, HVAC equipment data, pumbing plan(s), plumbing isometrics, plumbing fixture data, etc.

DIVISION 26 - Electrical

26 05 00 Common Work Results for Electrical

1. This is a design-build Electrical contract. It shall be the responsibility of the Electrical contractor to design a system to serve the layout as shown and to meet all applicable codes. Required state and municipal approvals shall be under the Electrical contractor's scope of work. All costs associated with a complete system design, materials and installation shall be included in the bid price. All cutting, patching, fire stopping, caulking, etc. associated with this work shall be included.
2. All electical work required for the HVAC equipment shall be provided by the electrical contractor. Provide electrical power connection to all new HVAC equipment povided under Division 23.
4. The electrical contractor shall supply equipment disconnects required.
5. All power wiring shall be run in conduit from the panel boar to the equipment.
6. Coordinate with the General Contractor for an HVAC equipment list from the HVAC contractor for the Electrical contactor to use to define scope of work.
7. All devices and cover plates shall be**GREY** in color.
8. All wiring including communication/ data cables must be concealed in stud walls and above Suspended Ceiling Tiles. Conduit surface mounted to interior face of precast concrete walls . Exposed conduit not allowed at exterior face of precast concrete walls.
9. Other Power Requirements
   a. Provide power for owner provided on-building signage, includeing automatic dusk-to-dawn controller.
   d. All electrical work required for the new HVAC equipment shall be provided by the Electrical contractor. Provide electrical power connection to all new HVAC equipment provided under Division 23.
   e. The Electrical contractor shall supply equipment disconnects required.
   f. All power wiring shall be run in conduit from the panel board to the equipment.
   g. The General Contractor will provide an HVAC equipment list from the HVAC contractor(s) for the Electrical contractor to use to define scope of work.
13. Submittals:
   a. Submit (with bid proposal) a written summary of Electrical System.
   b. Once under contract, submit detailed plans certified by a Professional Engineer (or Master Electrician) licensed in the State of Minnesota. Plans shall be submitted to the Architect for review and approval prior to commencement of work.

DIVISION 27 - Communications

Provide data cabling to office and kiosk desks at the Service Advisor and Service Bay areas.

DIVISION 28 - Electronic Safety and Security

1. Fire Alarm
   a. Provide a fire alarm system as required to meet all applicable codes.

DIVISION 31 - Earthwork

31 5 00 Common Work Results for Earthwork

a. See Civil Drawings and specifications.

31 23 00 Excavation & Fill

1. Fill under concrete slabs shall be clean & free from debris & other deleterious material. Fill shall be compacted to a density of at least 90% of standard proctor maximum dry density (ASTM D1557). Contractor shall verify after construction minimum 2,500 PSF bearing capacity.
2. Footings shall bear upon undisturbed soil or upon soil compacted to a density of at least three feet below the base of the footing.
3. See Civil Drawings and Specifications

DIVISION 33 - Site Utilities

See Civil Engineer Drawings & Specifications

DIVISIONS 32 - 35

See Civil Engineer Drawings & Specifications

32 31 00 Fences and Gates

See Civil Engineer Drawings & Specifications

ROOM FINISH SCHEDULE

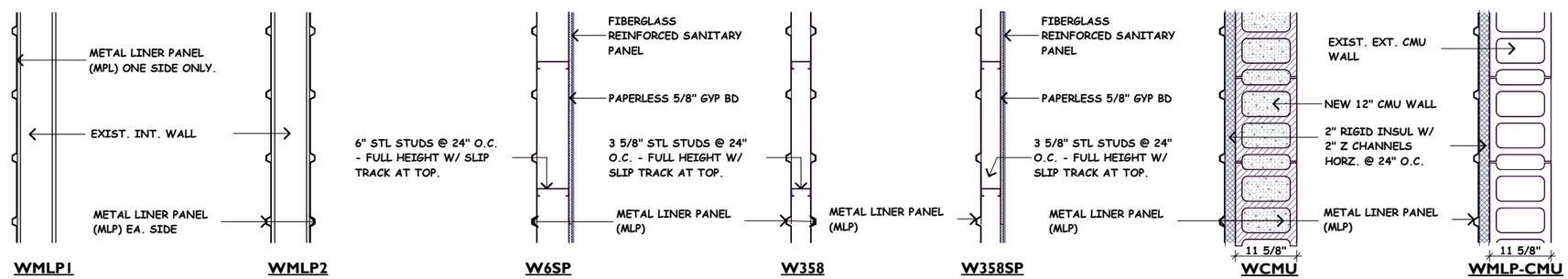
ROOM NO.	ROOM NAME	FLOOR	BASE	NORTH MAT.	NORTH FIN.	EAST MAT.	EAST FIN.	SOUTH MAT.	SOUTH FIN.	WEST MAT.	WEST FIN.	CEILING MAT.	CEILING FINISH	REMARKS
100	Exist. Vest													
101	Exist. Reception													
102	Exist. Office													
103	Exist. Office													
104	Exist. Hallway													
105	Exist. Office													
106	Exist. Men													
107	Exist. Women													
108	Exist. Hallway													
109	Exist. Alcove													
110	Exist. Sprnklr													
111	Exist. Open Off													
112	Exist. Office													
113	Exist. Office													
114	Exist. Office													
115	Exist. Office													
116	Exist. Office													
117	Exist. Office													
118	Exist. Office													
119	Exist. IT													
120	New Warehouse	C	-	MLP		MLP	-	MLP	-	MLP	-	EXPOSED	P	
121	Maint. Shop	C	-	MLP	-	MLP	-	MLP	-	MLP	-	EXPOSED	P	
122	Dock Off/Break	C	R	GB	P	G	P	GB	P	GB	P	SAT		
123	Exist. Tlt													
124	Lndry	C	-	SP		SP		SP		SP		SAT		
125	Wash Area	C	-	SP	-	SP	-	SP	-	SP	-	EXPOSED	P	
126	Dock	C	-	MLP	-	MLP	-	MLP	-	MLP	-	EXPOSED	P	
128	Garage	C	-	MLP	-	MLP	-	MLP	-	MLP	-	EXPOSED	P	

KEY TO ROOM FINISH SCHEDULE ABBREVIATIONS

C = Concrete
GB = GYP BOARD
P = Paint
MLP = Metal Liner Panel
R = Rubber
SAT = Suspended Acoustic (Ceiling) Tile. 24"x24"
SP = Reinforced Fiberglass Sanitary Panel

KEY TO ROOM FINISH SCHEDULE REMARKS

1. Provide penetrating sealer at non-polished, standard concrete floor locations.
2. Exposed steel structure (joists, beams, and columns) shall be shop-primed and field dry-fall painted.



1 Wall Types
SCALE: 1" = 1'-0"

0 6" 1' 2'

PRELIMINARY - DO NOT USE FOR CONSTRUCTION

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STEINHAGEN ENTERPRISES, INC

Project No:
24022

Date Last Revised:
02-20-26, 02-24-26, 02-26-26, 03-01-26

File Name:
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Drawn By:
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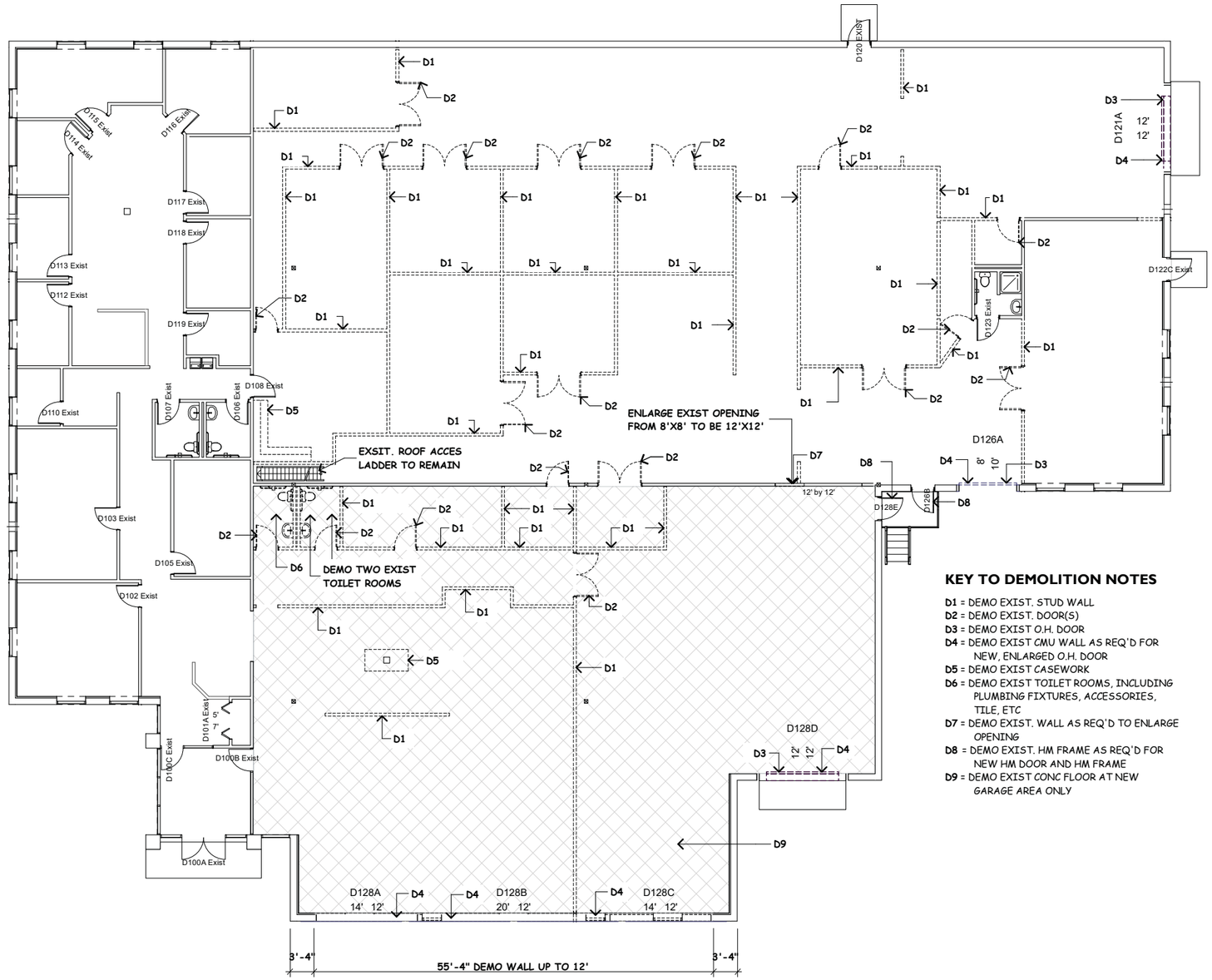
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KEY TO DEMOLITION NOTES

D1 = DEMO EXIST. STUD WALL
D2 = DEMO EXIST. DOOR(S)
D3 = DEMO EXIST O.H. DOOR
D4 = DEMO EXIST CMU WALL AS REQ'D FOR NEW, ENLARGED O.H. DOOR
D5 = DEMO EXIST CASEWORK
D6 = DEMO EXIST TOILET ROOMS, INCLUDING PLUMBING FIXTURES, ACCESSORIES, TILE, ETC
D7 = DEMO EXIST. WALL AS REQ'D TO ENLARGE OPENING
D8 = DEMO EXIST. HM FRAME AS REQ'D FOR NEW HM DOOR AND HM FRAME
D9 = DEMO EXIST CONC FLOOR AT NEW GARAGE AREA ONLY

1 First Story Plan - Demolition
SCALE: 1/8" = 1'-0"

0 4' 8' 16'

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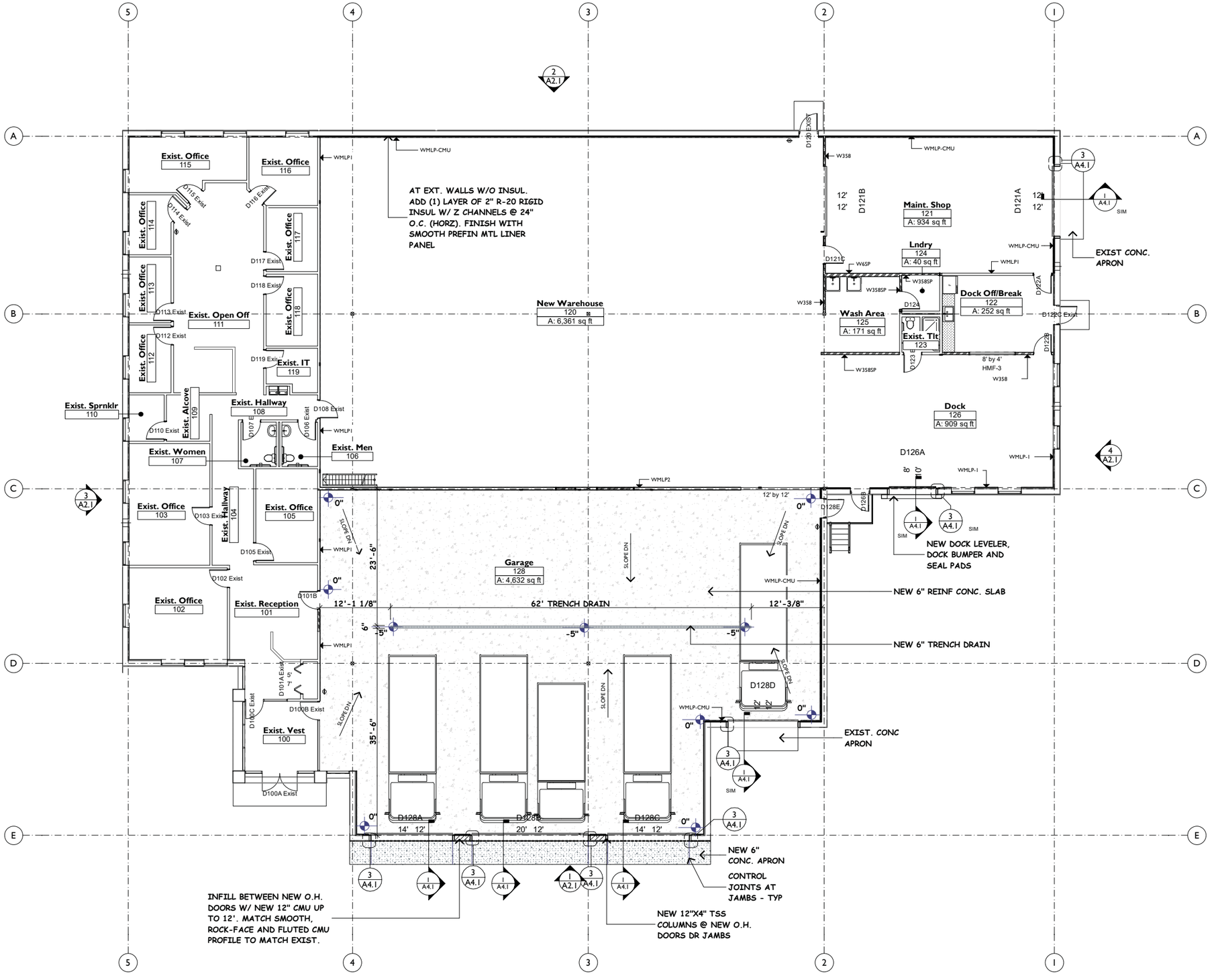
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A1.1



1 First Story Plan - New

SCALE: 1/8" = 1'-0"

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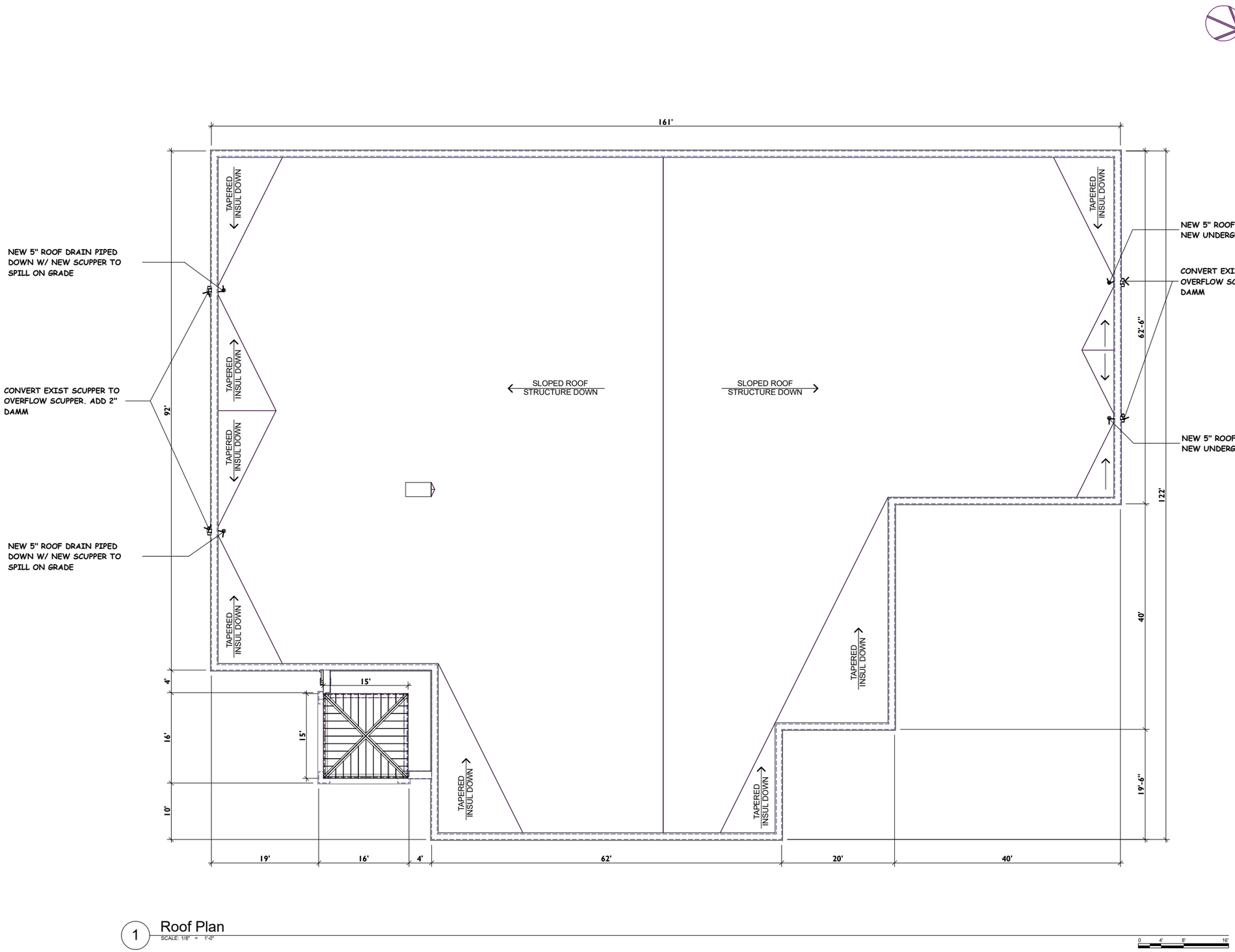
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A1.2



1 Roof Plan
SCALE: 1/8" = 1'-0"

0 4' 8' 16'

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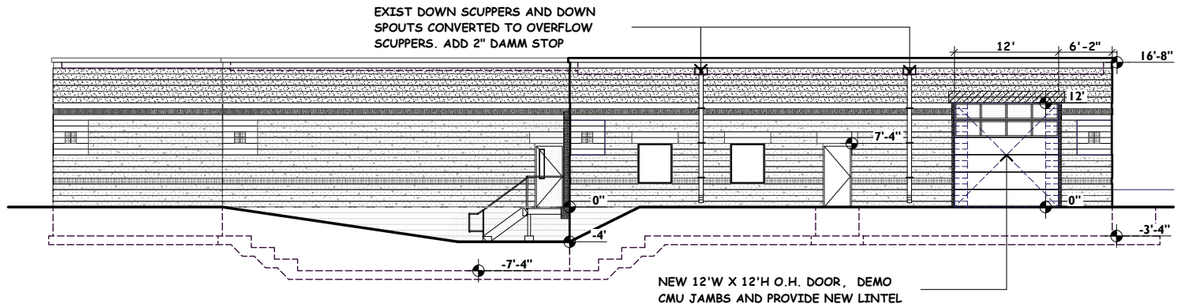
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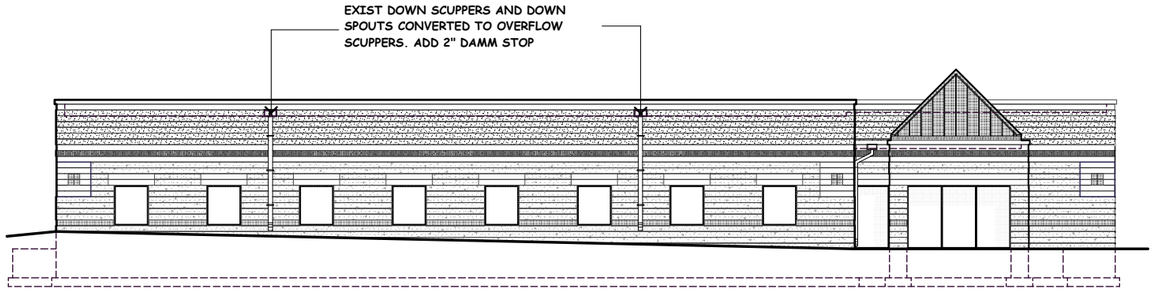
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4 North Exterior Elevation - New

SCALE: 1/8" = 1'-0"

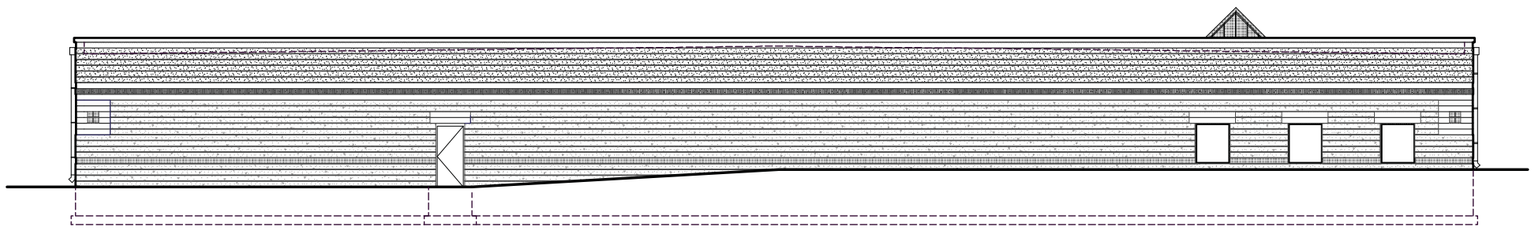
0 4' 8' 16'



3 South Exterior Elevation -New

SCALE: 1/8" = 1'-0"

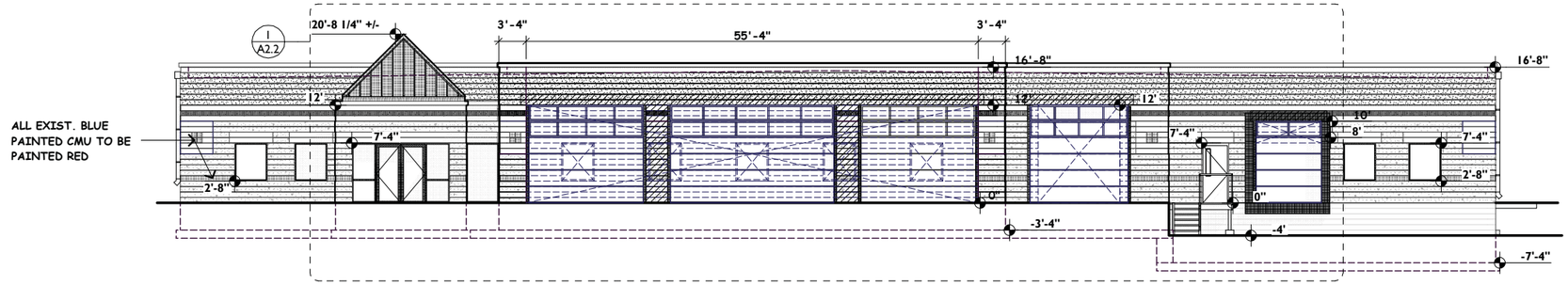
0 4' 8' 16'



2 West Exterior Elevation - New

SCALE: 1/8" = 1'-0"

0 4' 8' 16'



1 East Exterior Elevation - New

SCALE: 1/8" = 1'-0"

0 4' 8' 16'

MICHAEL J. THOMAS ARCHITECT

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East Bethel, MN 55092
Phone: 651-245-2346
Email: mjtallc2520@gmail.com
Web:michaeljthomasarchitect.com

STEINHAGEN ENTERPRISES, INC

Project No:
24022

Date Last Revised:
02-20-26, 02-24-26, 02-26-26, 03-01-26

File Name:
24022 Steinhagen Chanhassen 03-01-26.pln

Drawn By:
MJT

Minnesota License No.:
23592

Date Signed:
00-00-00

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PRELIMINARY - DO NOT USE FOR CONSTRUCTION

Steinhagen Enterprises
Adaptive Re-use for Office and Shop

14800 Park Road
Chanhassen, MN 55317

A2.1

SCALE INDICATED BASED UPON PRINTED 24" X 36" (ARCHITECTURAL D) SHEET

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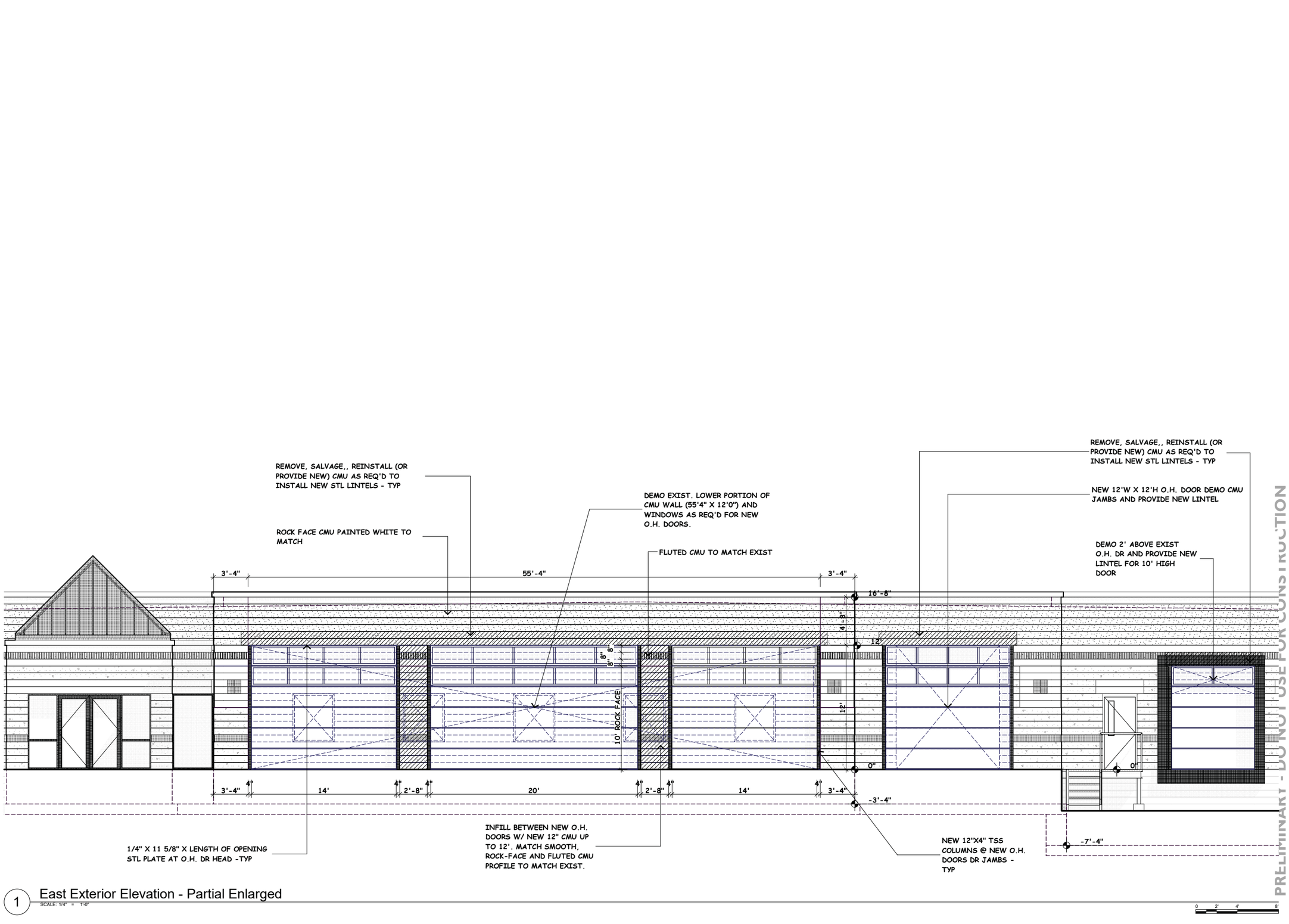
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1 East Exterior Elevation - Partial Enlarged
SCALE: 1/4" = 1'-0"

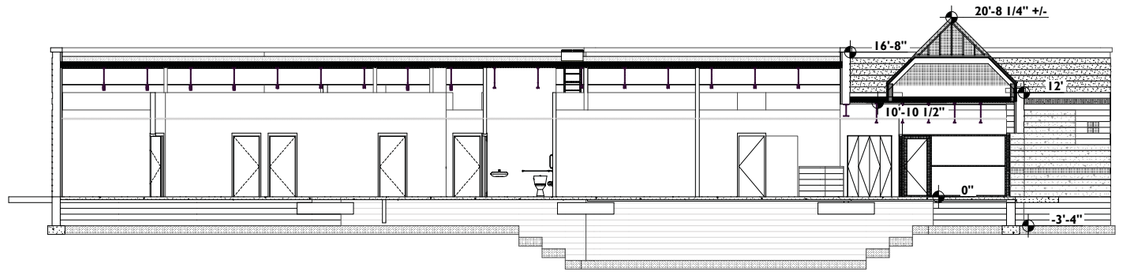
PRELIMINARY - DO NOT USE FOR CONSTRUCTION

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A2.2

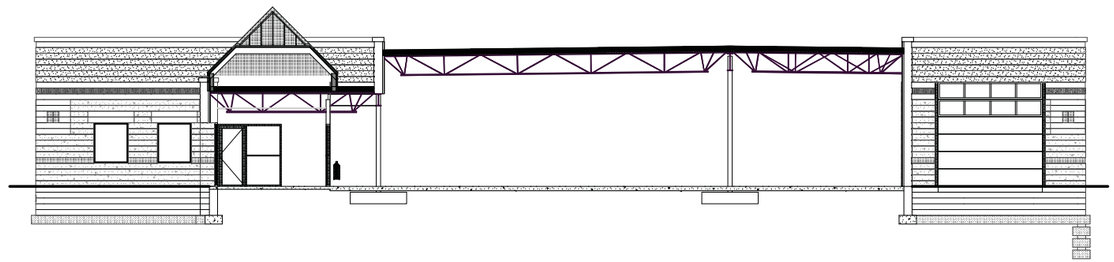
SCALE INDICATED BASED UPON PRINTED 24" X 36" (ARCHITECTURAL D) SHEET



3 Building Section -Wet/East A

SCALE: 1/8" = 1'-0"

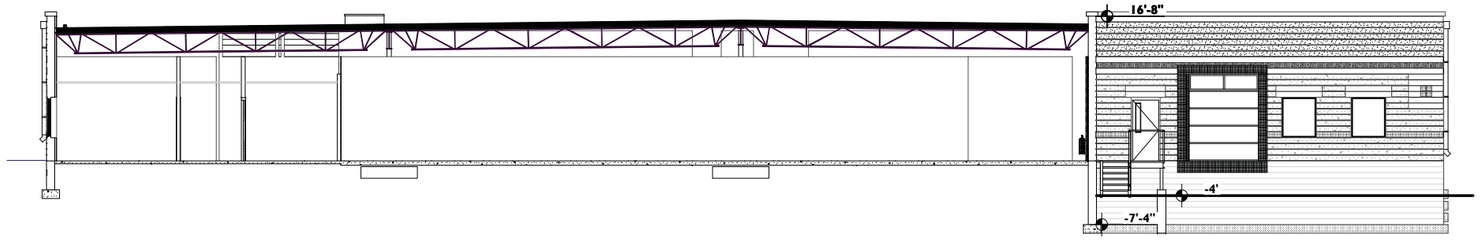
0 4' 8' 16'



4 Building Section - North/South C

SCALE: 1/8" = 1'-0"

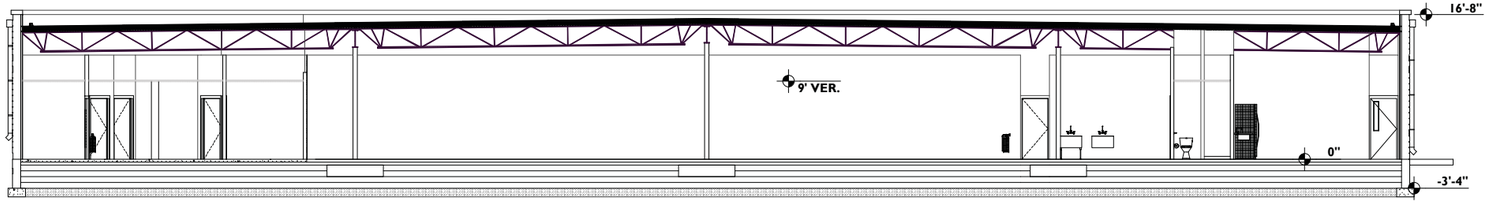
0 4' 8' 16'



2 Building Section - North/South B

SCALE: 1/8" = 1'-0"

0 4' 8' 16'



1 Building Section - North/South A

SCALE: 1/8" = 1'-0"

0 4' 8' 16'

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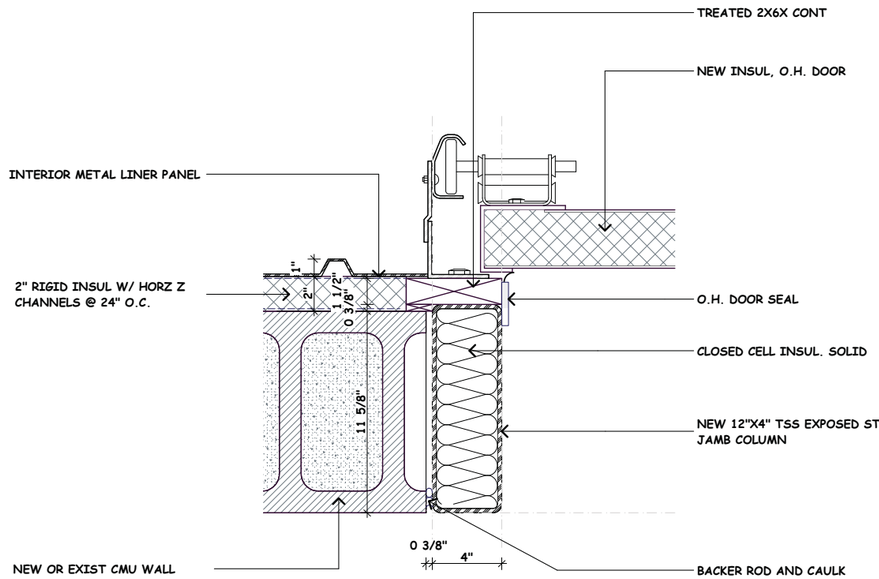
PRELIMINARY - DO NOT USE FOR CONSTRUCTION

Steinhagen Enterprises
Adaptive Re-use for Office and Shop

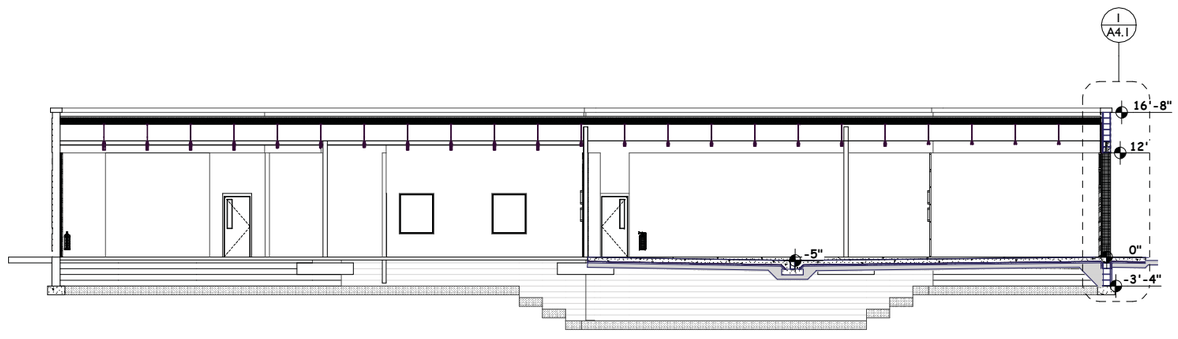
14800 Park Road
Chanhassen, MN 55317

A3.1

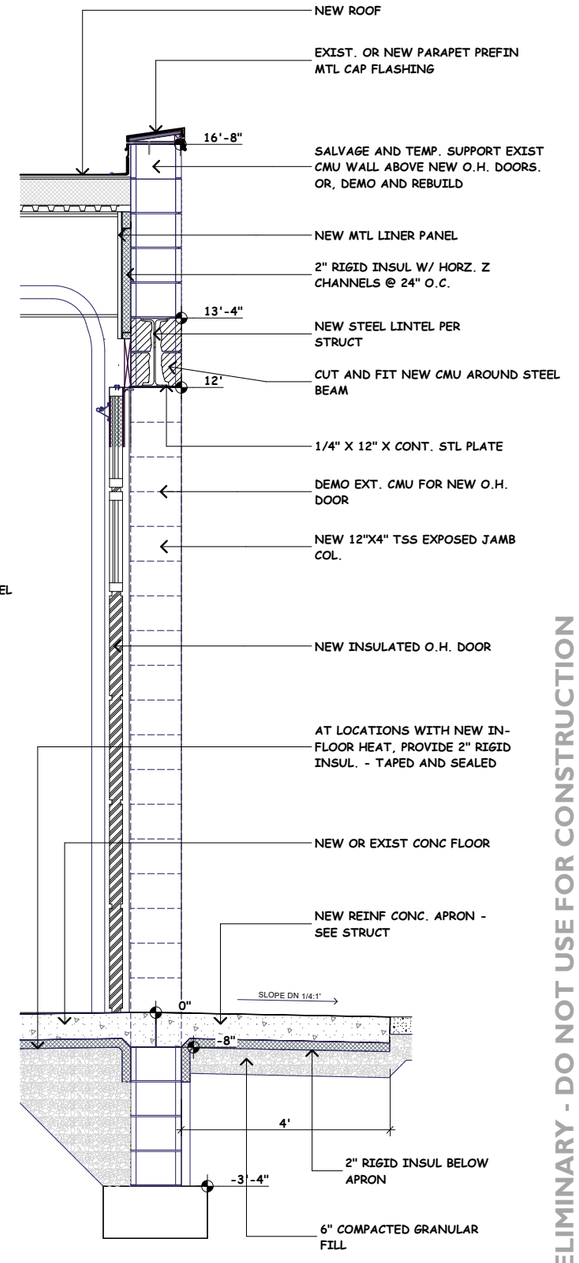
SCALE INDICATED BASED UPON PRINTED 24" X 36" (ARCHITECTURAL D) SHEET



3 Detail - O.H. Dr Jamb
SCALE: 3" = 1'-0"
0 3" 6" 9"



2 Building Section -Wet/East B
SCALE: 1/8" = 1'-0"
0 4" 8" 16"



1 Wall Section
SCALE: 3/4" = 1'-0"
0 1' 2' 3'

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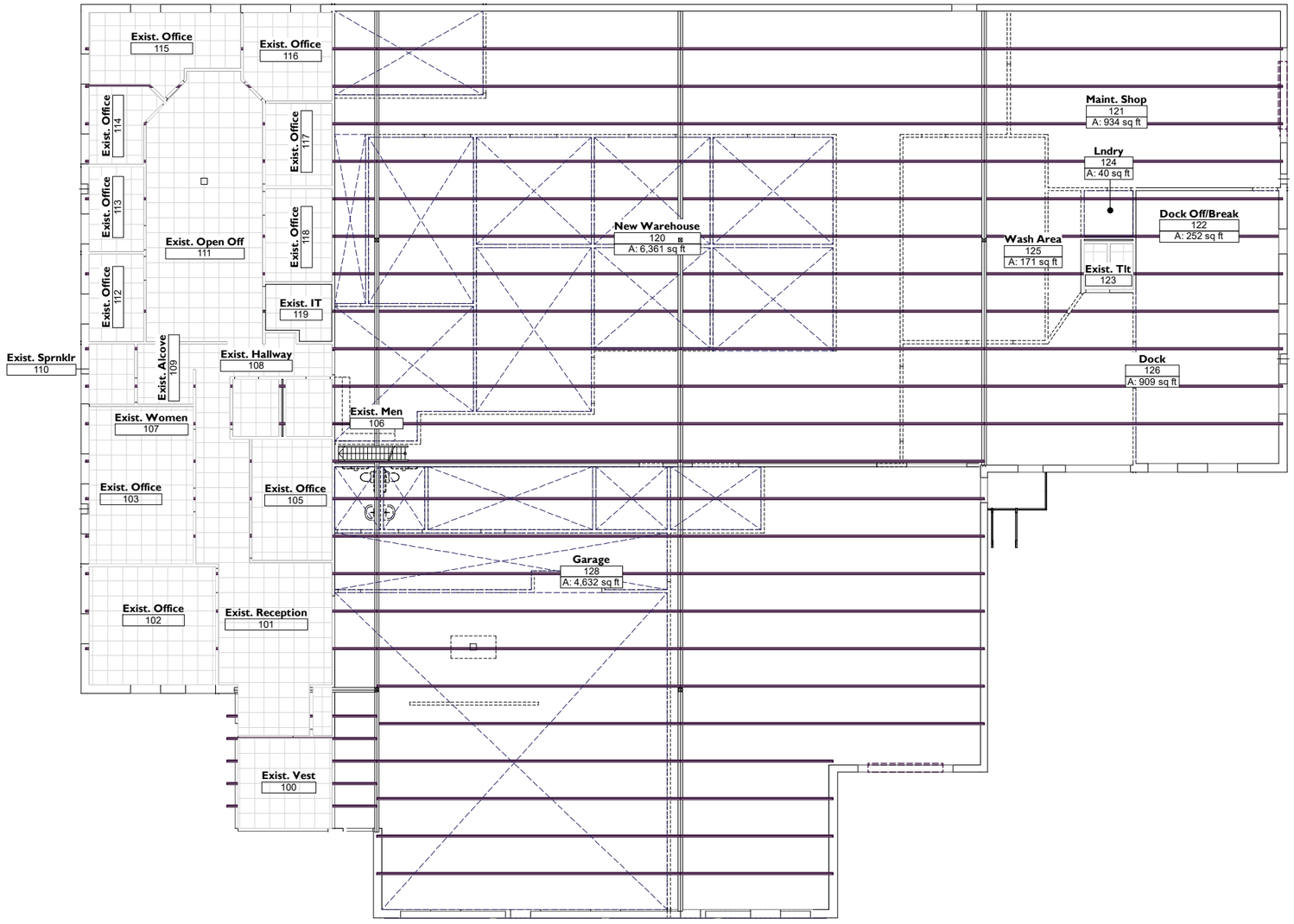
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Adaptive Re-use for Office and Shop
14800 Park Road
Chanhassen, MN 55317

A4.1

SCALE INDICATED BASED UPON PRINTED 24" X 36" (ARCHITECTURAL D) SHEET



1 First Story Reflected Ceiling Plan- Demolition

SCALE: 1/8" = 1'-0"

SCALE INDICATED BASED UPON PRINTED 24" X 36" (ARCHITECTURAL D) SHEET

PRELIMINARY - DO NOT USE FOR CONSTRUCTION

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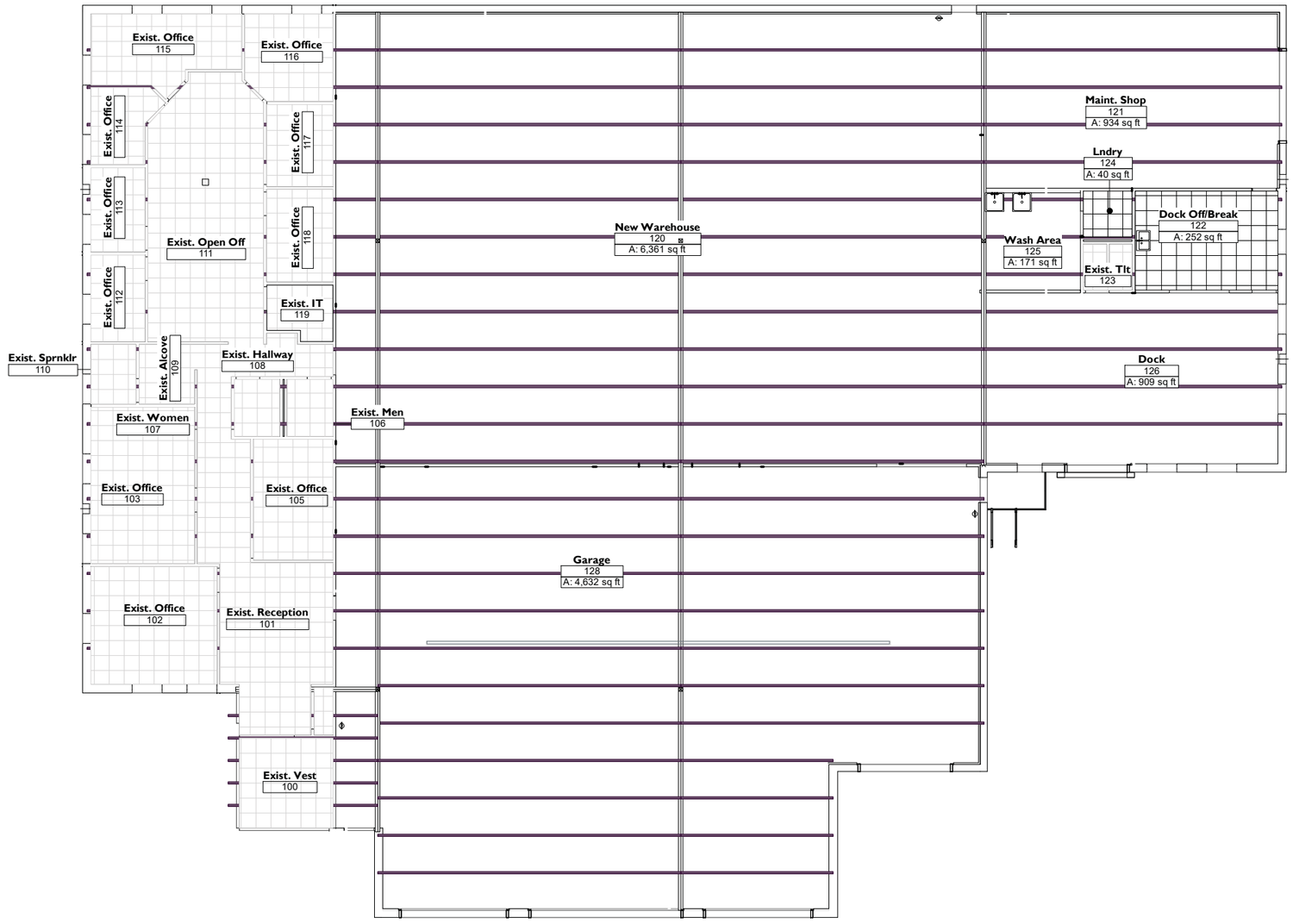
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Steinhagen Enterprises
Adaptive Re-use for Office and Shop

14800 Park Road
Chanhassen, MN 55317

A7.1



1 First Story Reflected Ceiling Plan - New

SCALE: 1/8" = 1'-0"

SCALE INDICATED BASED UPON PRINTED 24" X 36" (ARCHITECTURAL D) SHEET

PRELIMINARY - DO NOT USE FOR CONSTRUCTION

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A7.2

CITY OF CHANHASSEN

A Community for Life

Project: Conditional Use Permit Request (Planning Case 2026-05)

City Council Review Date: April 27, 2026

60 Day Action Deadline: May 5, 2026

Drafted By: Rachel Arsenault, Associate Planner
Joe Seidl, Water Resources Engineer
Mackenze Grunig, Project Engineer

Staff Report Date: April 22, 2026

PROPOSED MOTIONS:

"The Chanhassen City Council approves the requested conditional use permit for a contractor's yard at 1480 Park Road, subject to staff conditions."

SUMMARY OF REQUEST:

Applicant is requesting a conditional use permit for a contractor's yard at the property located at 1480 Park Road.

LOCATION:	1480 Park Road
APPLICANT:	Steinhagen Properties LLC
OWNER:	Chad Christian
CURRENT ZONING:	Industrial Office Park (IOP)
2040 LAND USE PLAN:	Office Industrial
ACREAGE:	1.3 Acres



LEVEL OF CITY DISCRETION IN DECISION-MAKING:

The city has limited discretion in approving or denying **Conditional Use Permits**, based on whether or not the proposal meets the conditional use permit standards outlined in the Zoning Ordinance. If the city finds that all the applicable conditional use permit standards are met, the permit must be approved. This is a quasi-judicial decision.

Notice of this public hearing has been mailed to all property owners within 500 feet.

APPLICABLE REGULATION

ARTICLE 20-IV CONDITIONAL USES
ARTICLE 20-XXII "IOP" INDUSTRIAL OFFICE PARK DISTRICT
ARTICLE 20-XXV LANDSCAPING AND TREE REMOVAL

BACKGROUND/EXISTING CONDITIONS

The property currently has an office building located on the west side of the property with a parking lot spanning the east side and wrapping around the back of the building. There is a chain link fence separating the front portion of the parking lot from the rest for storage purposes of trailers and trucks.

This property is currently not conforming with code as a different contractor is operating out of the premises without a conditional use permit. The conditional use permit application and subsequent construction will bring the property into compliance with the sale of the property to new ownership.

ZONING OVERVIEW

This property is zoned IOP, Industrial Office Park, in this zoning district a contractor yard is a conditional use permit. Contractor's yards are required to screen outdoor storage of equipment and vehicles, contain only operable vehicles/equipment, chemicals must be properly stored, and the contractor must be licensed, bonded, and insured.

In addition, all conditional use permits must meet the general issuance standards listed in Section 20-232, this is reviewed under the analysis section of the staff report.

SITE PLAN

The applicant is proposing changes to the existing structure to include new parking bay doors, a new dock door, new paint, and roof updates. None of which require additional development applications. The proposal includes new bituminous pavement to create an apron for the new parking bay doors on the east side of the existing building. New curb and gutter will be installed to improve current run-off conditions. The applicant is proposing to install new site signage for traffic control and new pavement striping. There are no proposed changes to the access of the property from public right-of-way.

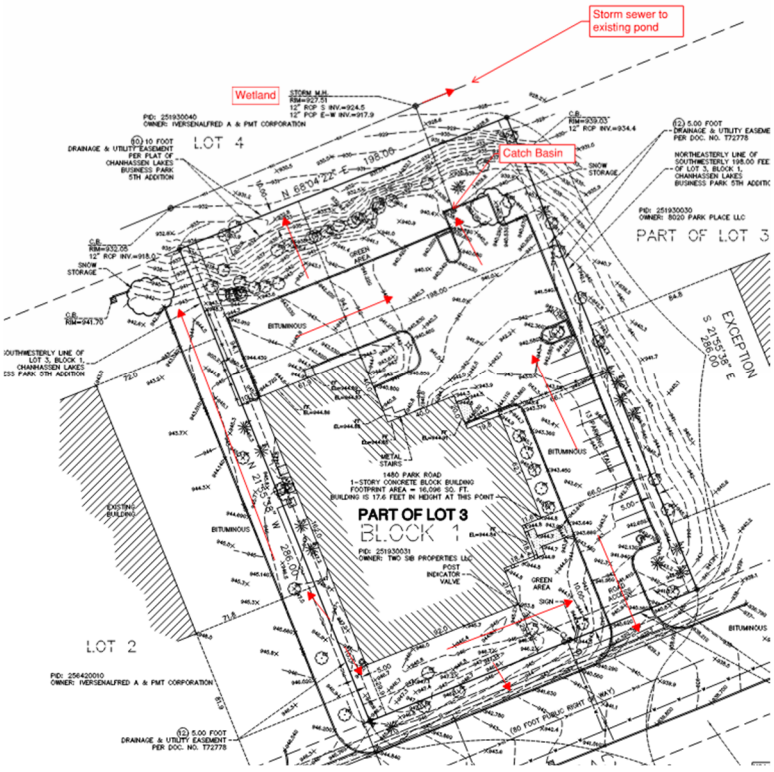
Additional fencing will be installed with the project to meet the requirements of screening. Contractor's yards are required to comply with buffer yard D and F4 fencing. The site plan will have to be updated to meet the buffer yard D requirements. F4 fencing is a minimum of 8 feet tall and a minimum of 95% opaque. Currently the applicant is proposing three types of fencing that will have to be updated to meet the requirements, including the existing 8-foot chain link fence, PVC 6-foot fencing, and PVC 8-foot fencing.

ENGINEERING PROJECT OVERVIEW

The applicant is requesting a conditional use permit (CUP) for a contracting yard located at 1480 Park Road. The site is currently zoned as Industrial Office Park. The application includes improvements to the onsite stormwater infrastructure, and a description of the use of the site. Plans dated March 4, 2026, and site use narrative were reviewed by staff.

GRADING & DRAINAGE

The site consists of a single parcel that contains a building, bituminous pavement, parking area, with the remaining areas maintained as open grass. Under existing conditions, most of the parking lot drains north towards a catch basin located at the northeast corner of the property. Stormwater is discharged into the storm sewer system without any prior treatment. The storm sewer then conveys runoff to a pond/wetland located east of Park Place. The grassy area north of the parking lot drains north towards an existing wetland. The rest of the site drains south toward Park Road, where runoff is collected by the storm sewer system and ultimately directed to the same pond/wetland east of Park Place.



Site drainage patterns are not expected to change under the proposed conditions. However, approval of a conditional use permit requires that the site adequately support its intended use. Currently, this standard is not met, as stormwater leaves the property without treatment. The proposed contractor use also increases the potential for pollutant transport, placing additional strain on the storm sewer system.

To address these concerns, stormwater improvements are required to capture sediment and runoff from on-site equipment before discharge, thereby protecting downstream resources. As part of these improvements, the existing catch basin at the northeast corner of the site will be replaced with a sumped catch basin to provide pretreatment prior to discharge.

SITE USAGE

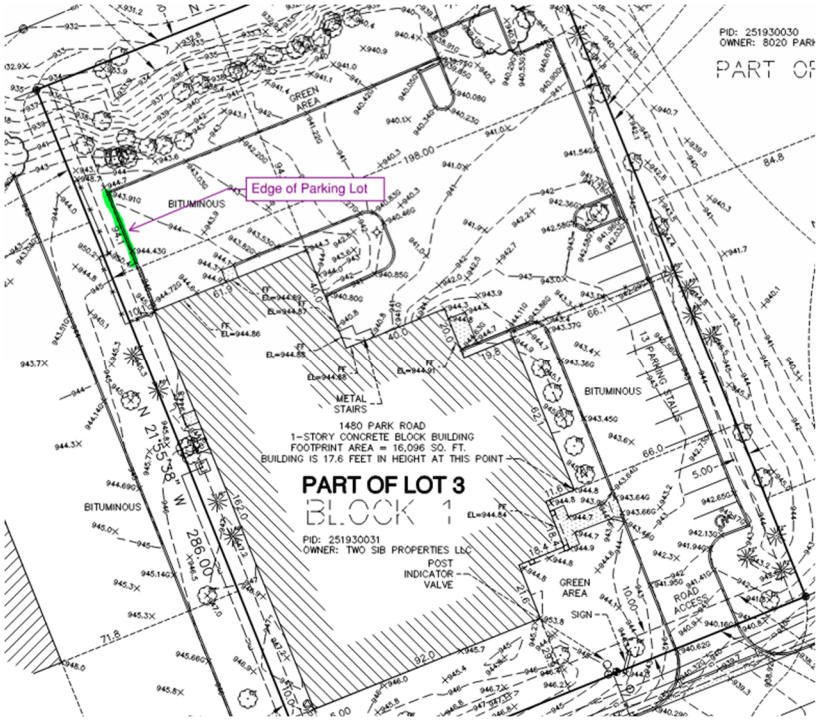
The site was approved for the storage of equipment, such as dump trucks, within the designated parking lot. However, aerial imagery and previous city site visits indicate that additional, unapproved materials have been stored on the property, including areas outside of the parking lot, as shown in the photos below. Runoff from materials or equipment stored outside the parking lot drains directly toward the wetland to the north, contributing to the degradation of the wetland north of the project. To prevent this, no equipment or materials should be stored outside of the designated parking area. Under the proposed improvements, runoff from equipment stored within the parking lot will be treated by the sumped catch basin prior to discharge which protects the downstream pond.



2024 Aerial



2021 Aerial



Project Site Survey

The site is proposed to store the following equipment outside:

- (1) International HV Tandem with interchangeable boxes.
- (4) International MV single axles with interchangeable boxes.
- (1) International CV single axle Truck
- (3) 1-Ton pick-up Truck
- (8) ½-ton pick-up Trucks
- (3) Interchangeable truck boxes
- (3) flatbed trailers
- (1) Dump Trailer
- (1) Enclosed trailer
- (1) JLG Telehandler
- (2) Skid Steers
- Misc Skid Steer Attachments.
- Customer Equipment awaiting delivery.

The sumped catch basin should be reevaluated if there is any vehicle fueling or materials stored on site outside of the list above to provide a more adequate form of treatment.

STORM WATER MANAGEMENT

The proposed project is located within the jurisdiction of the Riley Purgatory Bluff Creek Watershed District and is therefore subject to its rules and regulations. The applicant must

determine whether a permit from the watershed district is required for the proposed work and provide documentation of all required permits prior to the start of construction activities.

The proposed design includes a sumped catch basin to capture sediment prior to discharging from the site. This is adequate for the proposed use of the site. If the proposed use of the site changes from equipment storage or includes vehicle fueling or material storage, the sumped catch basin should be reevaluated to include a treatment structure.

Stormwater from the northern grassy areas discharges directly to the wetland north of the site. No materials or equipment should be stored outside of the parking lot to protect downstream resources.

All stormwater infrastructure on the site will be privately owned and maintained. The applicant shall prepare an Operation and Maintenance (O&M) Plan for the private stormwater infrastructure onsite. Maintenance of private stormwater systems is required in perpetuity. The O&M Plan must be approved by the Water Resources Engineer, or their designee, and recorded against the benefiting property. The stormwater O&M agreement shall be recorded prior to the issuance of city permits.

ANALYSIS

The planning commission shall recommend a conditional use permit and the council shall issue such conditional use permits only if it finds that such use at the proposed location:

a) Will not be detrimental to or endanger the public health, safety, comfort, convenience, or general welfare of the neighborhood or the city.
   The contractor's yard will not be detrimental to or endanger public health, safety, comfort, convenience, or general welfare of the neighborhood or city.
b) Will be consistent with the objectives of the city's comprehensive plan and this chapter.
   This proposal is consistent with the objectives of the comprehensive plan and this chapter.
c) Will be designed, constructed, operated, and maintained so to be compatible in appearance with the existing or intended character of the general vicinity and will not change the essential character of that area.
   The proposal is compatible with appearance and character of the vicinity as this area is home to other contractor yards.
d) Will not be hazardous or disturbing to existing or planned neighboring uses.
   The proposal will not be hazardous or disturbing to existing or planned neighboring uses.
e) Will be served adequately by essential public facilities and services, including streets, police and fire protection, drainage structures, refuse disposal, water and sewer systems, and schools; or will be served adequately by such facilities and services

provided by the persons or agencies responsible for the establishment of the proposed use.

The proposed will be served adequately by facilities and services.

f) Will not create excessive requirements for public facilities and services and will not be detrimental to the economic welfare of the community.

The proposal will not create excessive requirements for public facilities and services and will not be detrimental to the economic welfare of the community.

g) Will not involve uses, activities, processes, materials, equipment, and conditions of operation that will be detrimental to any persons, property, or the general welfare due to excessive production of traffic, noise, smoke, fumes, glare, odors, rodents, or trash.

The contractor's yard shall conform to these requirements.

h) Will have vehicular approaches to the property which do not create traffic congestion or interfere with traffic or surrounding public thoroughfares.

The proposal will utilize existing property exits & entrances.

i) Will not result in the destruction, loss or damage of solar access, natural, scenic or historic features of major significance.

The proposal will not result in the destruction, loss or damage of solar access, natural, scenic or historic features of major significance.

j) Will be aesthetically compatible with the area.

The proposed will be aesthetically compatible with the area.

k) Will not depreciate surrounding property values.

The proposed will not depreciate surrounding property value.

l) Will meet standards prescribed for certain uses as provided in this article.

The proposed will meet standards prescribed for certain uses as provided in this article.

(Ord. No. 80, Art. III, § 2(3-2-3), 12-15-86; Ord. No. 377, § 23, 5-24-04)

PLANNING COMMISSION RECOMMENDATION

The Chanhassen Planning Commission recommended approval of the requested conditional use permit for a contractor's yard at 1480 Park Road subject to the conditions of the staff report.

STAFF RECOMMENDATION

Staff recommend approval of the requested conditional use permit for a contractor's yard at 1480 Park Road, subject to the conditions listed herein.

Conditional Use Permit Conditions

1. Outdoor storage area shall be enclosed with 95% opaque fencing 8' in height. Fencing shall be maintained in good condition at all times.

2. All materials and equipment stored outdoors, excluding vehicles, shall not exceed the height of the required storage area fencing.
3. Materials and equipment placed within the outdoor storage area shall not emit odors, produce excessive noise, or be hazardous.
4. All materials and equipment shall be stored on paved surfaces.
5. Any expansion of the existing operation beyond the approved site plan in the conditional use permit #26-05 shall require amendment to the conditional use permit.

Staff Comments

Building

1. Any retaining walls (if present) built that are more than four feet high, measured from the bottom of the footing to the top of the wall, must be designed by a professional engineer and a building permit must be obtained prior to construction. Retaining walls (if present) under four feet in height require a zoning permit.
2. Any fences built that are over 7' in height require a building permit prior to construction.

Fire

1. Schedule an on-site inspection with the Fire Department to inspect the building and access to the site when applicable.

Planning

1. Applicant shall update the site plan to meet F4 fencing requirement, a minimum of 8 feet tall and 95% opaque. This fencing shall be provided along all sides of the outdoor storage yard.

Forestry

1. Applicant shall update the site plan to meet Buffer Yard D requirements for screening of the equipment and supply storage, as stated in Code Section 20-289.
2. Planting plan shall provide a breakdown of the species diversification to verify the proposed meets city code requirements for species diversity. No more than 10% from same species, no more than 20% from same genus and no more than 30% from the same family.
3. The five (5) trees to be removed on the east side of the building shall be replaced in accordance with city code.

Water Resources

1. It is the applicant's responsibility to ensure that permits are received from all other applicable agencies with jurisdiction over the project (i.e. Army Corps of Engineers, DNR,

Carver County, DOLI, Board of Water and Soil Resources, MDH, MPCA, etc.). The applicant shall submit verification that all applicable permits have been secured prior to the issuance of the conditional use permit.

2. The applicant shall develop a maintenance plan for the onsite stormwater system. An operations and maintenance agreement shall be recorded prior to the issuance of conditional use permit.

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

CONDITIONAL USE PERMIT #26-05

1. **Permit.** Subject to the terms and conditions set forth herein, the City of Chanhassen hereby grants a conditional use permit for a contractor's yard at 1480 Park Road.

2. **Property.** The permit for the property situated in the City of Chanhassen, Carver County, Minnesota, and legally described in Exhibit A.

3. **Conditions.** The permit is issued subject to the following conditions:
    1. Outdoor storage area shall be enclosed with 95% opaque fencing 8' in height. Fencing shall be maintained in good condition at all times.
    2. All materials and equipment stored outdoors, excluding vehicles, shall not exceed the height of the required storage area fencing.
    3. Materials and equipment placed within the outdoor storage area shall not emit odors, produce excessive noise, or be hazardous.
    4. All materials and equipment shall be stored on paved surfaces.
    5. Any expansion of the existing operation beyond the approved site plan in the conditional use permit #26-05 shall require amendment to the conditional use permit.

4. **Termination of Permit.** The City may revoke the permit following a public hearing for violation of the terms of this permit.

5. **Lapse.** If within one year of the issuance of this permit the authorized construction has not been substantially completed or the use commenced, this permit shall lapse, unless an extension is granted in accordance with the Chanhassen Zoning Ordinance.

6. **Criminal Penalty.** Violation of the terms of this conditional use permit is a criminal misdemeanor.

Dated: April 27, 2026

CITY OF CHANHASSEN

BY: _____
Elise Ryan, Mayor

AND: _____
Laurie Hokkanen, City Manager

STATE OF MINNESOTA)
(ss
COUNTY OF CARVER)

The foregoing instrument was acknowledged before me this___day of _____, 20___, by Elise Ryan, Mayor, and by Laurie Hokkanen, City Manager, of the City of Chanhassen, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

_____
NOTARY PUBLIC

Exhibit A

That part of Lot 3, Block 1, CHANHASSEN LAKES BUSINESS PARK 5TH ADDITION, according to the recorded plat thereof EXCEPT that part lying northeasterly of the southwesterly 198.00 feet thereof, Carver County, Minnesota.

EXHIBIT B

KEY NOTES:

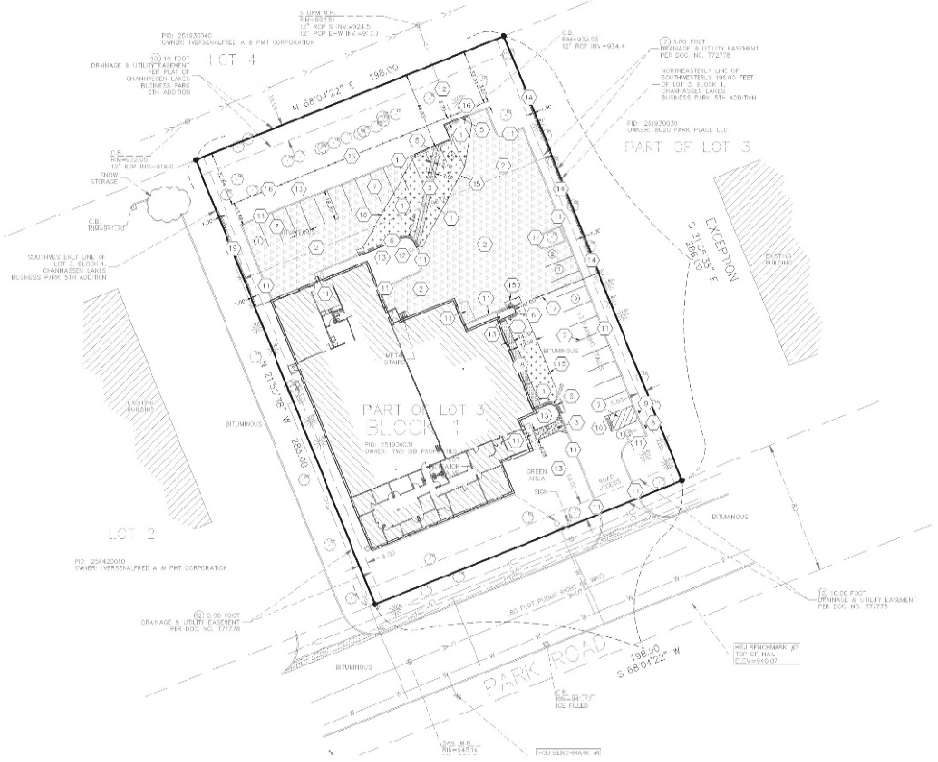
1. BITUMINOUS PAVEMENT: SEE SECTION ON DETAIL SHEET
2. BITUMINOUS MILL 2" DEPTH AND OVERLAY 2" DEPTH WEAR COURSE SPWB42A08 MNDOT SPEC 2360 OR REPLACE PAVEMENT (UNLIKE OPTION)
3. CONCRETE PAVEMENT HEAVY DUTY; 4,500 PSI MIX; SEE SECTION ON DETAIL SHEET
4. CONCRETE PAVEMENT LIGHT DUTY; 4,500 PSI MIX; SEE SECTION ON DETAIL SHEET
5. 3612 (6") CONCRETE CURB & GUTTER MIX 3F52 FOR MACHINE PLACEMENT (MnDOT 2461) MIX 3F52 FOR MANUAL PLACEMENT (MnDOT 2461)
6. 3612 (6") CONCRETE OUTFLOW CURB & GUTTER, (18" CUT FLOWLINE). MIX 3F52 FOR MACHINE PLACEMENT (MnDOT 2461) MIX 3F52 FOR MANUAL PLACEMENT (MnDOT 2461)
7. PAINT 4" SOLID STRIPE - WHITE LATEX PAINT
8. ACCESSIBLE PARKING SIGN (MnDOT NOS. R7-8A & R7-8B). CENTER SIGN ON PARKING STALL. LOCATION PER GENERAL CONTRACTOR. MOUNT ON STEEL CHANNEL POST.
9. NO PARKING SIGN (MnDOT # R4-3). CENTER SIGN ON ADA ACCESS AISLE. LOCATION PER GENERAL CONTRACTOR. MOUNT ON STEEL CHANNEL POST. SIGN HEIGHT PER MN ADA REQUIREMENTS.
10. PAINT 24" HIGH LETTERS = WHITE LATEX PAINT
11. EXISTING PAVEMENT AND CURB TO REMAIN. CONTRACTOR TO PROTECT
12. EXISTING UTILITIES TO REMAIN IN PLACE. CONTRACTOR TO PROTECT
13. PERVIOUS AREA
14. PVC VINYL FENCE, 6 FT HEIGHT, 100% OPAQUE
15. SAWCUT AND REMOVE EXISTING BITUMINOUS FOR CLEAN EDGE. MATCH EXISTING PAVEMENT ELEVATIONS AND CROSS SLOPE.
16. GUARD RAIL DESIGN TYPE 31
17. EXISTING FENCE GATE TO REMAIN
18. CONCRETE PAVEMENT AT DOOR AWNING SEE SECTION ON STRUCTURAL PLANS
19. PVC VINYL FENCE, 8 FT HEIGHT, 100% OPAQUE

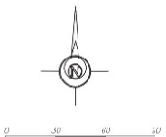
LEGEND:

- EXISTING 100 (CONT)
- EXISTING PAVEMENT
- EXISTING R/W LINE
- CONCRETE LIGHT DUTY
- CONCRETE HEAVY DUTY
- BITUMINOUS PAVEMENT
- PROPOSED CURB AND GUTTER STANDARD
- PROPOSED CURB AND GUTTER TP-6UT
- P PROPOSED PARKING STALLS
- BITUMINOUS MILL & OVERLAY OR REPLACEMENT

SITE DATA:

EXISTING ZONING:	OP INDUSTRIAL OFFICE PARK
TOTAL AREA:	56,628 SF = 1.30 ACRES
EXISTING BUILDING AREA:	8,000 SF
BUILDING COVERAGE: (18,085 / 56,628)	15.4 %
FLOOR AREA RATIO: (36,085 / 56,628)	0.284
EXISTING IMPERVIOUS AREA: (building and pavement areas)	35,523 SF
EXISTING IMP. AREA PERCENT: (% of lot area: 36,523/56,628)	62.7%
PROPOSED IMPERVIOUS AREA: (building and pavement areas)	36,298 SF
PROPOSED IMP. AREA PERCENT: (% of lot area: 36,298/56,628)	64.1%
TOTAL PERVIOUS AREA: (landscaping, turf areas)	20,330 SF
PERCENT PERVIOUS AREA: (% of lot area: 20,330/56,628)	35.9%





SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
HERVEY E. JOHNSON CO., INC.
LAND SURVEYORS AND CONSULTANTS
9085 LYNDALE AVE S.
BLOOMINGTON, MN 55420

DATED: 01/27/2026

BENCHMARK:
TOP NUT HYDRANT LOCATED 35 FT SOUTH AND 49.7 FT EAST OF PARCEL SOUTHWEST PROPERTY CORNER.
ELEVATION=947.76 (NAVD 88)

PROPERTY DESCRIPTION

That part of Lot 3, Block 1, CHANHASSEN LAKES BUSINESS PARK 5TH ADDITION, according to the recorded plat thereof EXCEPT that part lying northeasterly of the southwesterly 140.00 feet thereof, Carver County, Minnesota.

PROJECT LOCATION

Part of Section 14,
Township 116, Range 23,
Carver County, Minnesota

PARKING DATA

PROJECTED PARKING
9 STALLS STANDARD (INCLUDES 1 ADA STALL)
17 STALLS OUTDOOR STORAGE AREA
20 TOTAL

SETBACK: MINIMUM REQUIREMENTS

LOCATION:	MIN (0FT)
FRONT YARD	30
SIDE YARD	10
REAR YARD	30
SIDE OR REAR YARD	100 IF ADJACENT TO A RESIDENTIAL DISTRICT

SITE PLAN NOTES

1. ALL DIMENSIONS SHOWN ARE TO FACE OF CURB OR EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.
2. MATCH EXISTING GRADES AT EXISTING PAVEMENT TIE REMAIN.
3. EXISTING PAVEMENT TO REMAIN SHALL BE SAW CUT FOR CLEAN EDGE. TAPE SHALL BE USED ON ALL VERTICAL EDGES PRIOR TO PATCHING.
4. CONTRACTOR SHALL VERIFY AND COORDINATE CONDUIT REQUIREMENTS FOR UNDERGROUND UTILITIES IF ANY WITHIN THE WORK ZONE WITH THE OWNER PRIOR TO PAVING.
5. CONTRACTOR IS RESPONSIBLE FOR COORDINATING WITH FIRE MARSHALL FOR PAINTING OF FIRE LANES. PAINT PLANNING AND DRAWING IS REQUIRED.
6. CONTRACTOR IS TO BE RESPONSIBLE FOR REMOVAL AND REMOVAL OF ALL EXISTING SITE FEATURES THAT INTERFERE WITH NEW WORK AS SHOWN.

GENERAL NOTES

1. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL VERIFY THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR IMPROVEMENTS SHALL BEGIN UNTIL THE CONTRACTOR HAS THOROUGHLY REVIEWED ALL PLANS AND SITES, AND NOTIFIED EVERYONE IN THE EXISTING JURISDICTION.
2. WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS AND THE REQUIREMENTS AND STANDARDS OF THE LOCAL GOVERNING AUTHORITY. THE SOILS REPORT AND RECOMMENDATIONS SET FORTH IN THE SOILS REPORT SHALL BE FOLLOWED AND IMPLEMENTED UNLESS SPECIFICALLY NOTED OTHERWISE ON THE PLANS. THE CONTRACTOR SHALL NOTIFY THE OWNER OF ANY DISCREPANCY BETWEEN SOILS REPORT AND PLANS.
3. SITE STAKING SHALL INCLUDE THE LOCATION AND REMOVAL OF ALL UNDERGROUND PIPING, VALVING, ETC.
4. SITE GRADING SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH IN THE SOILS REPORT. IF OWNER HAS PROVIDED SUCH REPORT, THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING AND REPLACING ALL SOFT, YIELDING OR UNSUITABLE MATERIALS AS DIRECTED. IF REQUESTED BY THE OWNER, CONTRACTOR SHALL SUBMIT A COMPACTION REPORT PREPARED BY A QUALIFIED SOILS ENGINEER, LICENSED WITHIN THE STATE WHERE THE WORK IS PERFORMED, VERIFYING THAT ALL FILLED AREAS AND SUBGRADE AREAS WITHIN THE BUILDING PAD AND PAVEMENT AREAS HAVE BEEN COMPACTED IN ACCORDANCE WITH THE SPECIFICATIONS AND RECOMMENDATIONS SET FORTH IN THE SOILS REPORT.
5. THE LOCATIONS OF THE UNDERGROUND CONDUITS SHOWN ON THIS PLAN ARE BASED ON AVAILABLE SURVEY RECORDS. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES TO LOCATE THEIR FACILITIES PRIOR TO STARTING CONSTRUCTION. NO ADDITIONAL COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR DAMAGE AND REPAIR TO THESE FACILITIES CAUSED BY HIS WORK FORCE.
6. ALL EXISTING DIMENSIONS AND GRADES SHOWN ON THE PLANS SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY OWNER IF ANY DISCREPANCIES EXIST PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY FIELD OR GRADE CHANGES. NO EXTRA COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR WORK HAVING TO BE REDONE DUE TO DIMENSIONS OR GRADES SHOWN INCORRECTLY ON THESE PLANS IF SUCH INFORMATION WAS NOT REFLECTED.
7. ALL EXISTING CONCRETE CURBING ARE PAVEMENT TO REMAIN SHALL BE PROTECTED FROM DAMAGE. CONTRACTOR TO REPAIR ANY DAMAGED EXISTING CURB AND PAVEMENT AT CONTRACTORS EXPENSE.
8. THE CITY WILL NOT BE RESPONSIBLE OR ANY ADDITIONAL COSTS INCURRED ASSOCIATED WITH VARIATIONS IN THE AS-BUILT ELEVATIONS. THESE ELEVATIONS SHALL BE VALIDATED IN THE FIELD PRIOR TO CURB INSTALLATION.

INDEX OF CIVIL SITE DRAWINGS:

CC	PROJECT LOCATION PLAN
C1.1	SITE PLAN
C2.1	GRADING AND STORM SEWER PLAN
C3.1	EROSION CONTROL PLAN
C4.1	EXISTING CONDITIONS & REMOVAL PLAN
C5.1	DETAILS

CLIENT:
STEINHAGEN ENTERPRISES
881 S Tiller Ave.
MTA, MN 55397
Al Steinhagen
952-657-2294
al@steinhagenent.com

INDUSTRIAL SITE IMPROVEMENT PROJECT
1480 Park Road
Chanhassen, MN 55317

SITE PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Date: 03/04/26 Reg. No. 43345

PREPARED BY: CIVIL ENGINEERING SITE DESIGN
116 East Broadway, Ste 230
Forest Lake, MN 55025
phone: 651-464-0352
www.civilsitedesign.com

DATE	03/04/26
DRAWN BY	SD
DESIGNED BY	SD
CHECKED BY	SD

FILE NO. 01038

C1.1
Site Plan

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

FINDINGS OF FACT
AND DECISION

IN RE:
Application of Steinhagen Properties LLC for a Conditional Use Permit (CUP).

On April 7, 2026, the Chanhassen Planning Commission met at it's regularly scheduled meeting to consider the application of Steinhagen Properties LLC for a contractor's yard conditional use permit. The Planning Commission conducted a public hearing on the proposed conditional use permit, preceded by published and mailed notice.

FINDINGS OF FACT

1. **Permit**. On March 6, 2026, the city received a completed land use application for the property legally described in Exhibit A ("Property"), located at 1480 Park Road requesting a conditional use permit for a contractor's yard on the Property.

2. **Property.** The Property is currently zoned Industrial Office Park (IOP). The Property is guided by the 2040 Land Use Plan for Office Industrial Use. Contractor's yards are considered a Conditional Use within the Industrial Office Park (IOP) zoning district.

3. **Conditions.** The permit is issued subject to the following conditions:
    1. Outdoor storage area shall be enclosed with 95% opaque fencing 8' in height. Fencing shall be maintained in good condition at all times.
    2. All materials and equipment stored outdoors, excluding vehicles, shall not exceed the height of the required storage area fencing.
    3. Materials and equipment placed within the outdoor storage area shall not emit odors, produce excessive noise, or be hazardous.
    4. All materials and equipment shall be stored on paved surfaces.
    5. Any expansion of the existing operation beyond the approved site plan in the conditional use permit #26-05 shall require amendment to the conditional use permit.

4. **Termination of Permit.** The city may revoke the permit following a public hearing for violation of the terms of this permit. The city may institute any proper action or proceeding at

law or at equity to prevent violations of the within property, to restrain or abate violations of the within permit, or to prevent use or occupancy of the Subject Property.

5. **Lapse.** If within one year of the issuance of this permit the authorized construction has not been substantially completed or the use commenced, this permit shall lapse, unless an extension is granted in accordance with the Chanhassen Zoning Ordinance.

6. **Criminal Penalty.** Violation of the terms of this conditional use permit is a criminal misdemeanor.

DECISION

The City Council approves the conditional use permit based on the findings of fact included herein, and subject to the conditions of the staff report.

ADOPTED by the Chanhassen City Council this 27th day of April 2026.

CHANHASSEN CITY COUNCIL

BY:_____

Its Mayor

BY:_ _____

Its City Manager

EXHIBIT A

That part of Lot 3, Block 1, CHANHASSEN LAKES BUSINESS PARK 5TH ADDITION, according to the recorded plat thereof EXCEPT that part lying northeasterly of the southwesterly 198.00 feet thereof, Carver County, Minnesota.

EXHIBIT B

KEY NOTES:
LEGEND:
SITE DATA:
SURVEY DATA
PROPERTY DESCRIPTION
PROJECT LOCATION
PARKING DATA
SETBACK: MINIMUM REQUIREMENTS
SITE PLAN NOTES
INDEX OF CIVIL SITE DRAWINGS:
GENERAL NOTES
PARK ROAD
INDUSTRIAL SITE IMPROVEMENT PROJECT
1480 Park Road
Chanhassen, MN 55317
SITE PLAN
STEINHAGEN ENTERPRISES
Al Steinhagen
952-670-2254
al@steinhagenent.com
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.
Date: 03/04/26 Reg. No. 21318
PREPARED BY:
CIVIL ENGINEERING SITE DESIGN
118 East Broadway St.
PO Box 160
Stillwater, MN 55082
phone: 763-478-1939
www.civilesd.com
DATE: 03/04/26
DRAWN BY: SD
DESIGNED BY: SD
CHECKED BY: SD
FILE NO. 01038
REVISIONS
C1.1
Site Plan

City Council Item

April 27, 2026

Item	Award Design Contract for Rehabilitation of Wells 7 and 13	
File No.	ENG 26-07	**Item No:** D.8
Agenda Section	**CONSENT AGENDA**	
Prepared By	Charlie Howley, Director of Public Works/City Engineer	
Reviewed By	Laurie Hokkanen	

SUGGESTED ACTION

"The Chanhassen City Council approves a design contract with BARR Engineering for the Rehabilitation of Wells 7 and 13."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

Consider an award of a design contract for annual well rehabilitation work.

BACKGROUND

The city has a plan for annual well rehabilitations. Typically, a municipal well is rehabbed every 8 to 10 years. The city currently has 12 active municipal wells. This project is for well no's 7 and 13. Well 7 was originally installed in 1996 and last rehabbed in 2018. Well 13 was originally installed in 2008 and last rehabilitated in 2017.

DISCUSSION

BARR Engineering has performed nearly all of our well installation and rehabilitation design services. They know our infrastructure and staff and have performed exemplary work thus far. The contract is based on our standard professional services template.

BUDGET

Well Rehabilitations are included in our 5-yr Capital Improvement Plan, which includes the design services. The budget for the 2026 rehabilitation work is $180,000. BARR's proposal is for $34,000 which is the basis for the not-to-exceed contract.

RECOMMENDATION

Staff recommends awarding the design contract to BARR Engineering.

ATTACHMENTS

Barr_Chanhassen_Wells 7 13 Rehab Contract

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this 27th day of April, 2026, by and between the **CITY OF CHANHASSEN,** a Minnesota municipal corporation ("City") and **BARR ENGINEERING Co.**, ("Consultant").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Consultant for Design and Construction Administration Services for the Well #7 and #13 Rehabilitation Project.

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Professional Services Agreement;

B. Insurance Certificate;

C. Consultant's April 2, 2026 proposal ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "C" having the last priority.

3. COMPENSATION. Consultant shall be paid by the City for the services described in the Proposal a not to exceed fee of Thirty-Four Thousand Dollars ($34,000), inclusive of expenses. Services performed directly by Consultant shall be paid at an hourly rate in accordance with the Proposal, subject to the not to exceed fee. The not to exceed fees and expenses shall not be adjusted if the estimated hours to perform a task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall bill the City as the work progresses. Payment shall be made by the City within thirty-five (35) days of receipt of an invoice.

4. DOCUMENT OWNERSHIP. All reports, plans, models, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

7. STANDARD OF CARE. Consultant 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 consultant under similar circumstances. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Consultant's services.

8. INDEMNIFICATION. Consultant shall indemnify and hold harmless the City, its officers, 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 services provided for herein and further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising hereunder.

9. INSURANCE. Consultant shall secure and maintain such insurance as will protect Consultant from claims under the Worker's Compensation Acts, automobile liability, and from claims for bodily injury, death, or property damage which may arise from the performance of services under this Agreement. Such insurance shall be written for amounts not less than:

Commercial General Liability	$2,000,000 each occurrence/aggregate
Automobile Liability	$2,000,000 combined single limit
Professional Liability	$2,000,000 each occurrence/aggregate

The City shall be named as an additional insured on the general liability policy on a primary and non-contributory basis. Before commencing work, the Consultant shall provide the City a certificate of insurance evidencing the required insurance coverage in a form acceptable to City.

10. INDEPENDENT CONTRACTOR. The City hereby retains Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner agents or employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers 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.

11. SUBCONTRACTORS. Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Consultant shall comply with Minnesota Statutes § 471.425. Consultant must pay subcontractors for all undisputed services provided by subcontractors within ten (10) days of Consultant's receipt of payment from City. Consultant must pay interest of one and five-tenths percent (1.5%) per month or any part of a month to subcontractors on any undisputed amount not paid on time to subcontractors. The minimum monthly interest penalty payment for an unpaid balance of One Hundred Dollars ($100.00) or more is Ten Dollars ($10.00).

12. CONTROLLING LAW/VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Carver County Minnesota.

13. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Consultant 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 Consultant pursuant to this Agreement. Consultant 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 Consultant receives a request to release data, Consultant must immediately notify City. City will give Consultant instructions concerning the release of the data to the requesting party before the data is released. Consultant agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Consultant'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. COPYRIGHT. Consultant shall defend actions or claims charging infringement of any copyright or software license by reason of the use or adoption of any software, designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting therefrom.

15. PATENTED DEVICES, MATERIALS AND PROCESSES. If the Contract requires, or the Consultant desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Consultant shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the City. If no such agreement is made or filed as noted, the Consultant shall indemnify and hold harmless the City from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under the Contract, and shall indemnify and defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

16. RECORDS. Consultant shall maintain complete and accurate records of hours worked and expenses involved in the performance of services.

17. ASSIGNMENT. Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

18. WAIVER. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

19. 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.

20. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Consultant. In the event of termination, the City shall be obligated to the Consultant for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination.

Dated: _____, 2026. **CITY OF CHANHASSEN**

BY: _____
Elise Ryan, Mayor

BY: _____
Laurie Hokkanen, City Manager

Dated: April, 2, 2026. **BARR ENGINEERING, Co.**

BY: _____

Brian LeMon

Its Vice President

City Council Item

April 27, 2026

Item	Accept Bids and Award Contract for the 2026 Sealcoat Project	
File No.	Project No. 26-05	**Item No:** D.9
Agenda Section	**CONSENT AGENDA**	
Prepared By	Mackenze Grunig, Project Engineer	
Reviewed By	Charlie Howley	

SUGGESTED ACTION

"The Chanhassen City Council approves awarding a contract for the 2026 Sealcoat Project to Allied Blacktop Company for roadway sealcoating and crack sealing in the amount of $189,800.00."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

BACKGROUND

Annually, the city performs a sealcoat project to extend the life of its street pavement. The Pavement Management Program identified the streets in the project for maintenance this year. Staff visited each street to review the pavement condition and confirm that sealcoating was appropriate visually.

DISCUSSION

A sealcoat program is a cost-effective tool to protect the capital asset of a street and extend the life of the street system. Sealcoating is the application of asphalt emulsion (oil) followed immediately with an aggregate cover (rock). Sealcoating of streets is beneficial because it:

- Can delay or eliminate further aging of pavement due to water and sun

- Seals the surface to provide a moisture barrier
- Fills in raveled pavement areas
- Seals smaller cracks temporarily or permanently
- Performs minor leveling
- Restores surface friction to improve wheel grip
- Economically prolongs the life of existing pavements

It is estimated that a sealcoat application extends the life of pavement from five to seven years at a fraction of the cost of street rehabilitations or reconstructions. As such, it is more cost-effective to sealcoat roadways when fewer pavement distresses are present versus letting the pavement deteriorate until major, costly rehabilitation or reconstruction projects are required.

This project also included a bid alternate to add an additional street to the seal coat and due to the positive bids received, we are recommending going forward with it.

BUDGET

City staff solicited bids by advertising in the local newspaper and QuestCDN two weeks prior to the bid opening. On April 17, 2026, two bids were received for the 2026 Sealcoat Project No. 26-05. Bid Amounts for the project are shown below:

BIDDER	BASE BID	ALTERNATE	TOTAL BID (1)
Allied Blacktop Company	$121,257.00	$68,543.00	$189,800.00
Pearson Bros. Inc.	$161,796.00	$95,989.00	$257,785.00
Engineer's Estimate	$163,735.00	$92,475.00	$256,210.00

Allied Blacktop Company has completed previous projects in the City of Chanhassen. Their past work has been acceptable. Sealcoating activities will occur this summer and city staff will send out notifications to all affected property owners prior to work commencing.

(1) For the 2026 budget year is funding sealcoating as an operational expense out of the Street Maintenance portion of the General Fund. The overall project budget was $**202,000.**

Assessments are not utilized for sealcoating work.

RECOMMENDATION

Staff recommends awarding of the 2026 Sealcoating project to Allied Blacktop Co.

ATTACHMENTS

26-05 Tabulate and Compare Bids
Advertisement for Bids

Seal Coat City wide 2026 Map
Sealcoat Project No. 26-05 Agreement

Bid Tabulation and Comparison
2026 Sealcoat Project No. 26-05

Item #	Description	Estimated Quantity	Units	Apparent Low Bid Allied Blacktop Co. Unit Price	 Total Price	Apparent 2nd Low Pearson Bros., Inc. Unit Price	 Total Price
1	MNDOT 2356.506 CRS-2P BITUMINOUS MATERIAL FOR SEALCOAT	11,100	GAL	$2.20	$24,420.00	$5.00	$55,500.00
2	MNDOT 2356.506 FA-2 MODIFIED 1/8" CLASS A DRESSER (TRAP ROCK)	41200	SY	$1.76	$72,512.00	$1.33	$54,796.00
3	CRACKSEALING MATERIAL	8,300	LB	$2.75	$22,825.00	$5.00	$41,500.00
4	EXTRA STREET SWEEPING	1	LS	$1,500.00	$1,500.00	$10,000.00	$10,000.00
	TOTALS				**$121,257.00**		**$161,796.00**

Item #	Description	Estimated Quantity	Units	Apparent Low Bid Allied Blacktop Co. Unit Price	 Total Price	Apparent 2nd Low Pearson Bros., Inc. Unit Price	 Total Price
A1	MNDOT 2356.506 CRS-2P BITUMINOUS MATERIAL FOR SEALCOAT	6,300	GAL	$2.20	$13,860.00	$5.00	$31,500.00
A2	MNDOT 2356.506 FA-2 MODIFIED 1/8" CLASS A DRESSER (TRAP ROCK)	23300	SY	$1.76	$41,008.00	$1.33	$30,989.00
A3	CRACKSEALING MATERIAL	4,700	LB	$2.75	$12,925.00	$5.00	$23,500.00
A4	EXTRA STREET SWEEPING	1	LS	$750.00	$750.00	$10,000.00	$10,000.00
	ALTERNATE 1 TOTALS				**$68,543.00**		**$95,989.00**

BASE BID + ALT 1	**$189,800.00**	**$257,785.00**

ADVERTISEMENT FOR BIDS

Sealed bids will be received by the Engineering Department at the City of Chanhassen, Minnesota in the City Hall at 7700 Market Boulevard, until 10:00 AM, C.D.T. Friday, April, 17, 2026, at which time they will be publicly opened and read aloud for the furnishing of all labor, materials and appurtenances necessary for the following:

2026 SEALCOAT PROJECT NO. 26-05

In general the work consists of the following approximate quantities:

17,500	GAL	CRS-2P Bituminous Material
64,500	SY	FA-2 Modified 1/8" Cl. "A" Dresser Trap Rock
13,000	LB	Cracksealing Material

Complete digital project bidding documents are available at www.questcdn.com. Digital plan documents may be downloaded for $22.00 by inputting Quest Project #10106608 on the website's Project Search page. For assistance and free membership registration, contact QuestCDN at 952-233-1632 or info@questcdn.com. Contractors may examine plans and specifications on file in the office of the City Engineer, 7700 Market Boulevard, Chanhassen, MN 55317. Please contact Mackenze Grunig at 952-227-1165 or mgrunig@chanhassenmn.gov with any questions.

Bid Security in the amount of five percent (5%) of the amount of the Bid must accompany each Bid in accordance with the Instructions to Bidders.

The OWNER reserves the right to retain the deposits of the three lowest bidders for a period not to exceed 60 days after the date and time set for the opening of bids. No bids may be withdrawn for a period of 60 days after the date and time set for the opening of bids.

The OWNER reserves the right to reject any and all bids, to waive irregularities and informalities therein and further reserves the right to award the Contract to the best interests of the OWNER.

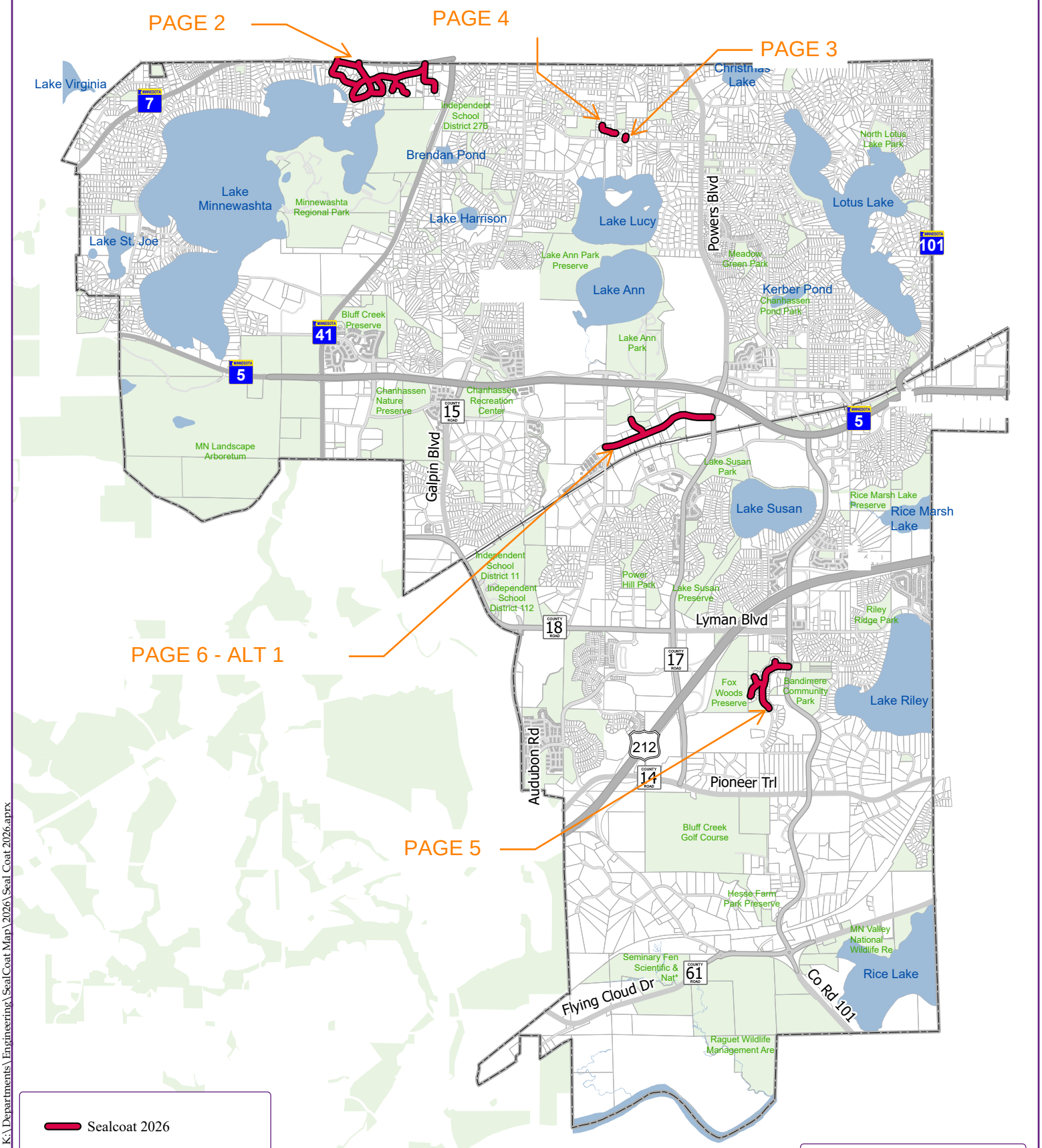
It is anticipated that the bids will be considered by the Chanhassen City Council at their meeting on April 27, 2026.

Laurie Hokkanen, City Manager
City of Chanhassen, Minnesota

(Publish in the *Sun Sailor* on March 19, 2026)
(Publish on www.questcdn.com)

City of Chanhassen

2026 Sealcoat Project



Sealcoat 2026

Created By: City of Chanhassen - Engineering Department
Date Created: 7/28/2025

N W E S

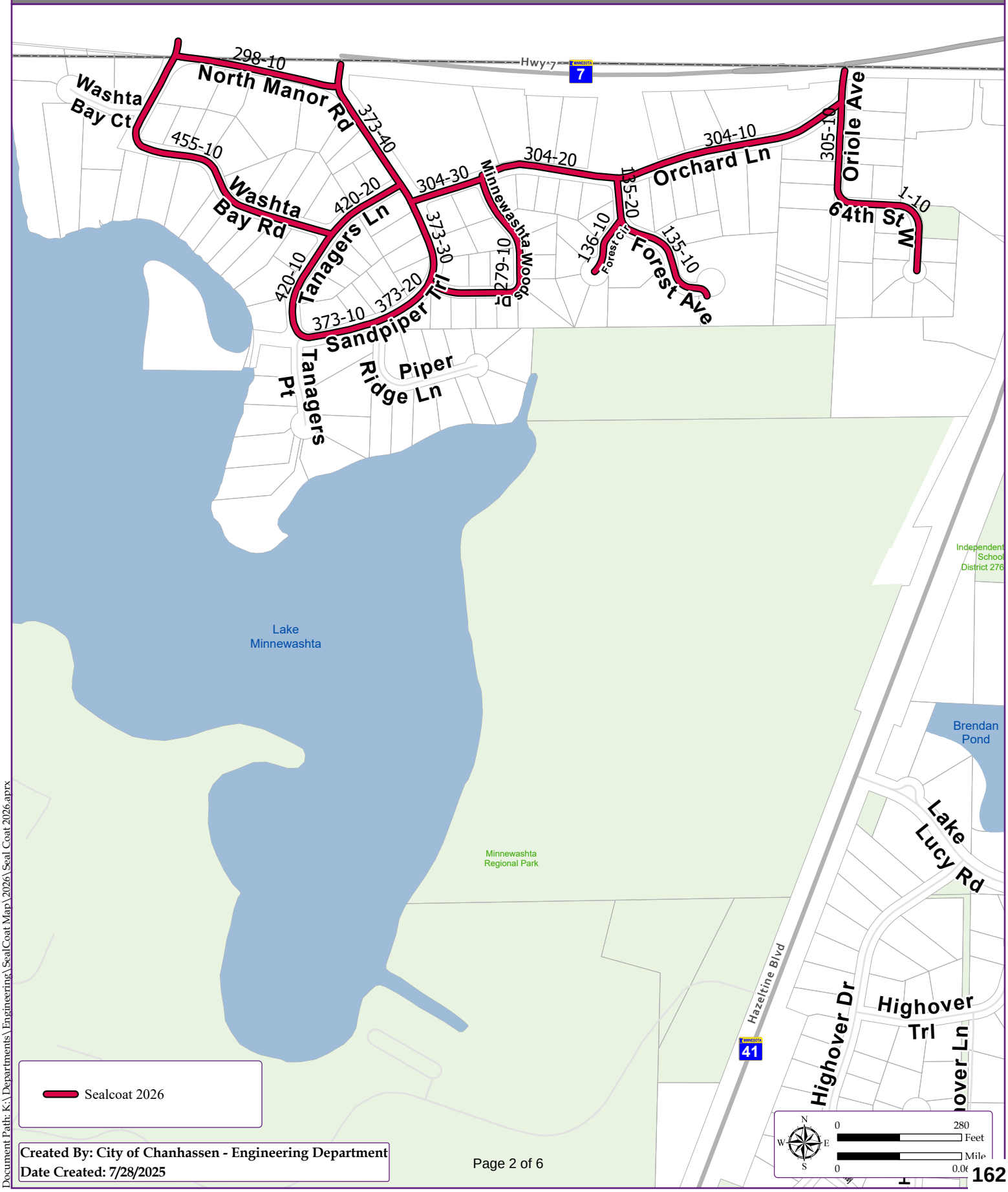
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City of Chanhassen

2026 Sealcoat Project - Washta Bay Rd



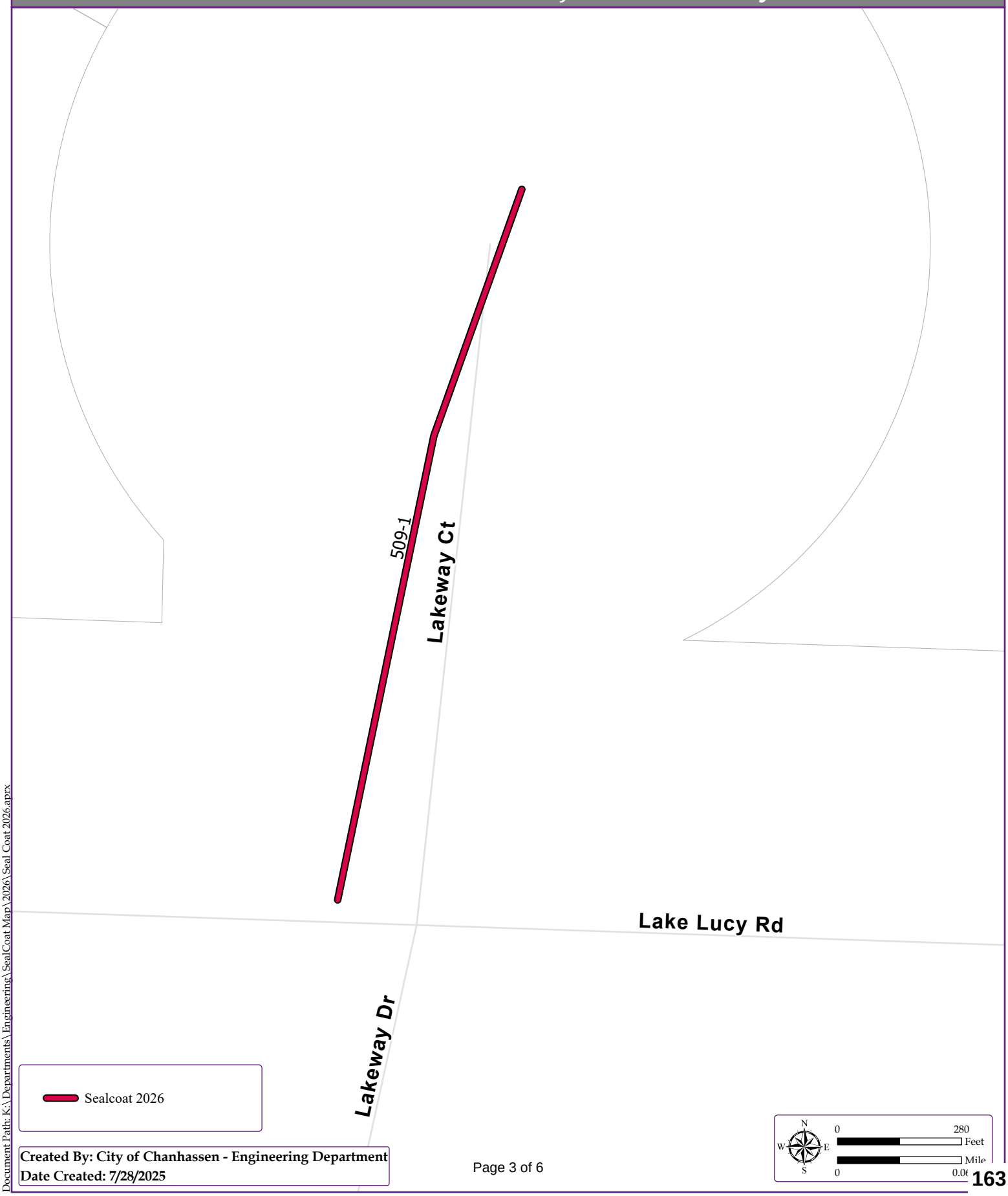
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Page 2 of 6

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City of Chanhassen

2026 Sealcoat Project - Lakeway Ct

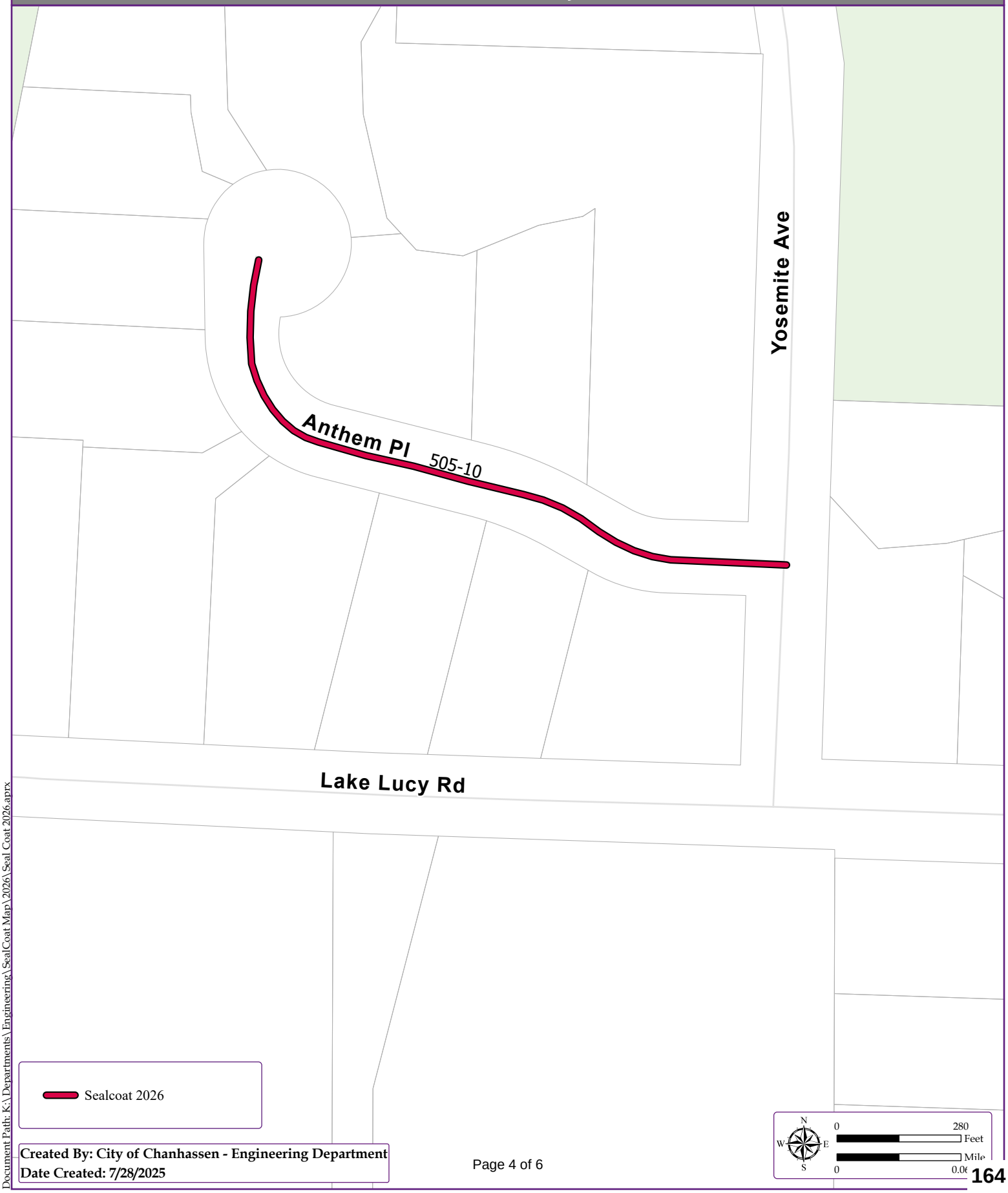


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City of Chanhassen

2026 Sealcoat Project - Anthem Pl



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Date Created: 7/28/2025

City of Chanhassen

2026 Sealcoat Project - Eagle Ridge Rd



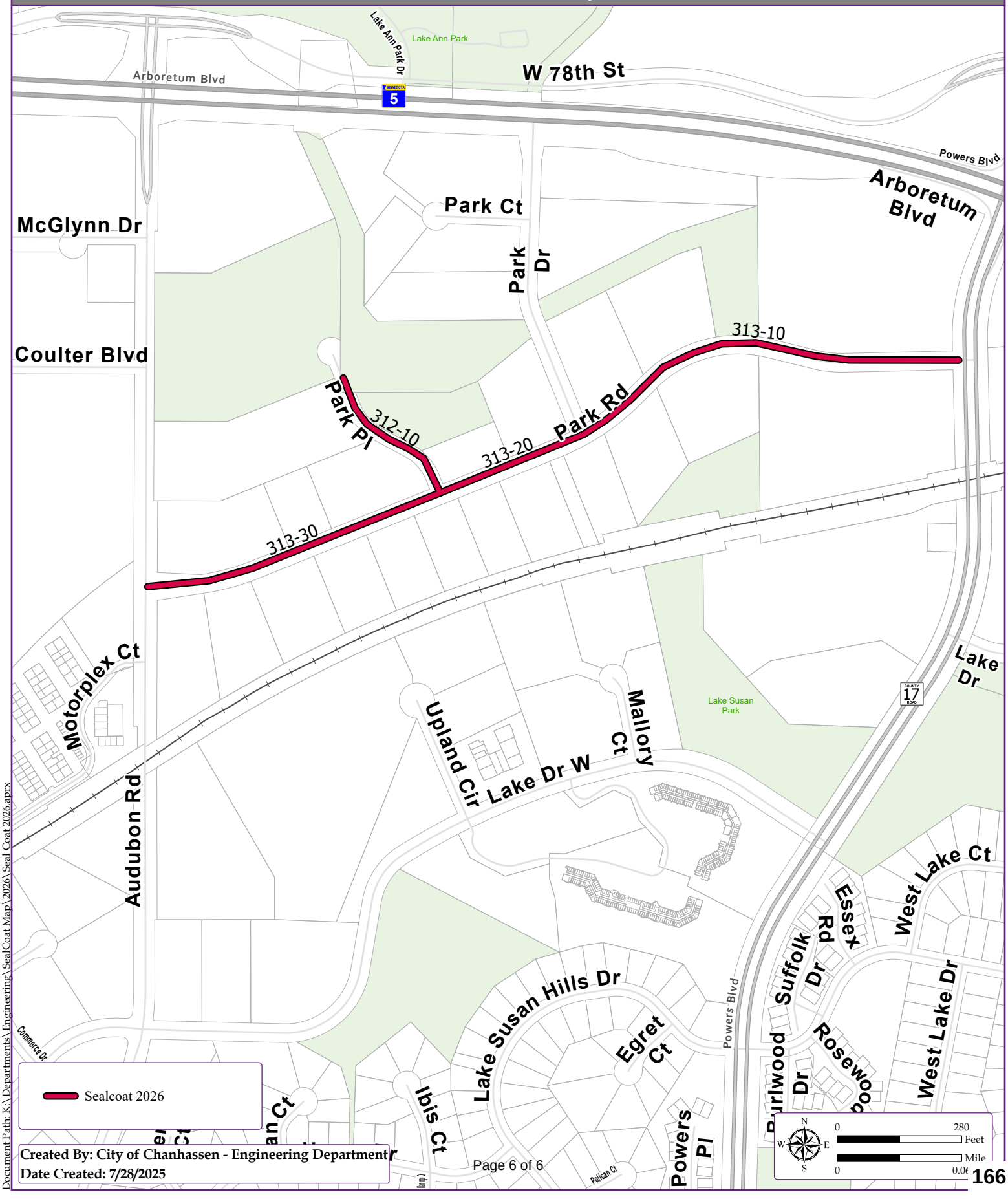
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Date Created: 7/28/2025

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City of Chanhassen

2026 Sealcoat Project - Park Rd

ALT 1



Created By: City of Chanhassen - Engineering Department
Date Created: 7/28/2025

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FORM OF AGREEMENT
BETWEEN CITY OF CHANHASSEN AND CONTRACTOR
FOR
2026 SEALCOAT PROJECT NO. 26-05

THIS AGREEMENT, made this 27th day of April, 2026, by and between the CITY OF CHANHASSEN, a Minnesota municipal corporation ("Owner") and ALLIED BLACKTOP COMPANY ("Contractor"). Owner and Contractor, in consideration of the mutual covenants set forth herein, agree as follows:

1. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents", all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Agreement;

B. Specifications dated March 13, 2026;

,

C. City of Chanhassen General Conditions of the Construction Contract;

D. Quote/Bid dated 4/17/2026.

In the event of a conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts with Contract Document "A" having the first priority and Contract Document "D" having the last priority.

2. OBLIGATIONS OF THE CONTRACTOR. The contractor shall provide the goods, services, and perform the work in accordance with the Contract Documents.

3. CONTRACT PRICE. Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amount of One hundred eighty-nine thousand eight hundred dollars 00/100 (**$189,800.00**).

4. PAYMENT PROCEDURES.

A. Contractor shall submit Applications for Payment. Applications for Payment will be processed by Engineer as provided in the General Conditions.

B. Progress Payments; Retainage. Owner shall make 95% progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment during performance of the Work.

C. Payments to Subcontractor.

(1) Prompt Payment to Subcontractors. Pursuant to Minn. Stat. § 471.25, Subd. 4a, the Contractor must pay any subcontractor within ten (10) days of the Contractor's receipt of payment from the City for undisputed services provided by the subcontractor. The Contractor must pay interest of 1 ½ percent per month or any part of a month to the Subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of $100.00 or more is $10.00. For an unpaid balance of less than $100.00, the Contractor shall pay the actual penalty due to the subcontractor.

(2) Form IC-134 (attached) required from general contractor. Minn. Stat. § 290.92 requires that the City of Chanhassen obtain a Withholding Affidavit for Contractors, Form IC-134, before making final payments to Contractors. This form needs to be submitted by the Contractor to the Minnesota Department of Revenue for approval.

The form is used to receive certification from the state that the vendor has complied with the requirement to withhold and remit state withholding taxes for employee salaries paid.

D. Final Payment. Upon final completion of the Work, Owner shall pay the remainder of the Contract Price as recommended by Engineer.

5. COMPLETION DATE/LIQUIDATED DAMAGES.

A. The work for streets must be completed on or before September 30, 2026 and be ready for final payment in accordance with the General Conditions.

B. Contract and Owner recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 5.A. above, plus any extensions thereof allowed. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner **$900.00** for each calendar day that expires after the time specified in Paragraph 5.A. for Completion until the Work is complete.

6. CONTRACTOR'S REPRESENTATIONS.

A. Contractor has examined and carefully studied the Contract Documents and other related data identified in the Contract Documents.

B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.

D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site (except Underground Facilities) which have been identified in the General Conditions and (2) reports and drawings of a Hazardous Environmental Condition, if any, at the site.

E. Contractor has obtained and carefully studied (or assumes responsibility for doing so) all additional or supplementary examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents, and safety precautions and programs incident thereto.

F. Contractor does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.

G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.

H. Contractor has correlated the information known to Contractor, information and observations obtained from visits to the Site, reports and drawings identified in the Contract Documents, and all additional

examinations, investigations, explorations, tests, studies, and data with the Contract Documents.

I. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.

J. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

K. Subcontracts:

(1) Unless otherwise specified in the Contract Documents, the Contractor shall, upon receipt of the executed Contract Documents, submit in writing to the Owner the names of the Subcontractors proposed for the work. Subcontractors may not be changed except at the request or with the consent of the Owner.

(2) The Contractor is responsible to the Owner for the acts and omissions of the Contractor's subcontractors, and of their direct and indirect employees, to the same extent as the Contractor is responsible for the acts and omissions of the Contractor's employees.

(3) The Contract Documents shall not be construed as creating any contractual relation between the Owner, the Engineer, and any Subcontractor.

(4) The Contractor shall bind every Subcontractor by the terms of the Contract Documents.

7. WORKER'S COMPENSATION. The Contractor shall obtain and maintain for the duration of this Contract, statutory Worker's Compensation Insurance and Employer's Liability Insurance as required under the laws of the State of Minnesota.

8. COMPREHENSIVE GENERAL LIABILITY. Contractor shall obtain the following minimum insurance coverage and maintain it at all times throughout the life of the Contract, with the City included as an additional name insured on a primary and non-contributory basis. The Contractor shall furnish the City a certificate of insurance satisfactory to the City evidencing the required coverage:

Bodily Injury:	$2,000,000 each occurrence $2,000,000 aggregate products and completed operations

Property Damage:	$2,000,000 each occurrence $2,000,000 aggregate

Contractual Liability (identifying the contract):

Bodily Injury:	$2,000,000 each occurrence
Property Damage:	$2,000,000 each occurrence $2,000,000 aggregate

Personal Injury, with Employment Exclusion deleted:
$2,000,000 aggregate

Comprehensive Automobile Liability (owned, non-owned, hired):

Bodily Injury:	$2,000,000 each occurrence $2,000,000 each accident
Property Damage:	$2,000,000 each occurrence

9. WARRANTY. The Contractor guarantees that all new equipment warranties as specified within the quote shall be in full force and transferred to the City upon payment by the City. The Contractor shall be held responsible for any and all defects in workmanship, materials, and equipment which may develop in any part of the contracted service, and upon proper notification by the City shall immediately replace, without cost to the City, any such faulty part or parts and damage done by reason of the same in accordance with the bid specifications.

10. INDEMNITY. The Contractor agrees to indemnify and hold the City harmless from any claim made by third parties as a result of the services performed by it. In addition, the Contractor shall reimburse the City for any cost of reasonable attorney's fees it may incur as a result of any such claims.

11. MISCELLANEOUS.

A. Terms used in this Agreement have the meanings stated in the General Conditions.

B. Owner and Contractor each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

C. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be

reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provisions.

D. Data Practices/Records.

(1) All data created, collected, received, maintained or disseminated for any purpose in the course of this Contract is governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, any other applicable state statute, or any state rules adopted to implement the act, as well as federal regulations on data privacy.

(2) All books, records, documents and accounting procedures and practices to the Contractor and its subcontractors, if any, relative to this Contract are subject to examination by the City.

E. Software License. If the equipment provided by the Contractor pursuant to this Contract contains software, including that which the manufacturer may have embedded into the hardware as an integral part of the equipment, the Contractor shall pay all software licensing fees. The Contractor shall also pay for all software updating fees for a period of one year following cutover. The Contractor shall have no obligation to pay for such fees thereafter. Nothing in the software license or licensing agreement shall obligate the City to pay any additional fees as a condition for continuing to use the software.

F. Patented devices, materials and processes. If the Contract requires, or the Contractor desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Contractor shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the Owner. If no such agreement is made or filed as noted, the Contractor shall indemnify and hold harmless the Owner from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the Project agreed to be performed under the Contract, and shall indemnify and defend the Owner for any costs, liability, expenses and attorney's fees that result from any such infringement

G. Assignment. Neither party may assign, sublet, or transfer any interest or obligation in this Contract without the prior written consent of the other party, and then only upon such terms and conditions as both parties may agree to and set forth in writing.

H. Waiver. In the particular event that either party shall at any time or times waive any breach of this Contract by the other, such waiver shall not

constitute a waiver of any other or any succeeding breach of this Contract by either party, whether of the same or any other covenant, condition or obligation.

I. Governing Law/Venue. The laws of the State of Minnesota govern the interpretation of this Contract. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Carver County.

J. Severability. If any provision, term or condition of this Contract is found to be or become unenforceable or invalid, it shall not affect the remaining provisions, terms and conditions of this Contract, unless such invalid or unenforceable provision, term or condition renders this Contract impossible to perform. Such remaining terms and conditions of the Contract shall continue in full force and effect and shall continue to operate as the parties' entire contract.

K. Entire Agreement. This Contract represents the entire agreement of the parties and is a final, complete and all-inclusive statement of the terms thereof, and supersedes and terminates any prior agreement(s), understandings or written or verbal representations made between the parties with respect thereto.

L. Permits and Licenses; Rights-of-Way and Easements. The Contractor shall procure all permits and licenses, pay all charges and fees therefore, and give all notices necessary and incidental to the construction and completion of the Project. The City will obtain all necessary rights-of-way and easements. The Contractor shall not be entitled to any additional compensation for any construction delay resulting from the City's not timely obtaining rights-of-way or easements.

M. If the work is delayed or the sequencing of work is altered because of the action or inaction of the Owner, the Contractor shall be allowed a time extension to complete the work but shall not be entitled to any other compensation.

CITY OF CHANHASSEN

BY:_____
Elise Ryan, Mayor

BY:_____
Laurie Hokkanen, City Manager

CONTRACTOR: ALLIED BLACKTOP COMPANY

BY: _____
Its _____

City Council Item

April 27, 2026

Item	Approve 2026 Sanitary and Storm Sewer Televising and Cleaning Contract	
File No.	27-04	**Item No:** D.10
Agenda Section	**CONSENT AGENDA**	
Prepared By	Mackenze Grunig, Project Engineer	
Reviewed By	Charlie Howley	

SUGGESTED ACTION

"The Chanhassen City Council approves a contract for 2026 Sanitary and Storm Sewer Televising and Cleaning Project No. 27-04 with Pipe Services for a not-to-exceed amount of $76,436.80."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

BACKGROUND

DISCUSSION

Sanitary sewer televising consists of cleaning the sewer pipes and recording video along the entire length of the pipe. The City typically performs this work in areas included in upcoming city projects. Storm sewer televising generally consists only of cleaning when debris levels prevent the camera from progressing through the pipe. The contractor will document and report any deficiencies observed during the video inspection.

The City of Chanhassen issued a request for quotes to five contractors on April 6, 2026, and received five responses. Quotes were evaluated based on total cost, including mobilization, sanitary sewer

cleaning and televising, and storm sewer televising. Based on the unit prices submitted, staff finds the quotes to be reasonable for the scope of work. The low bidder, Pipe Services, has previously completed similar work for the City of Chanhassen, and their performance was satisfactory.

BUDGET

Funding for this work has been budgeted for in the Capital Improvement Plan (CIP), Project SS-012, and Project ST-012. $48,301.00 of the funding will come from SS-012 for the portion of sanitary sewer televising and cleaning associated with the contract, and $28,135.80 of the funding will come from ST-012 for the portion of the storm sewer televising.

Staff is proposing a not-to-exceed contract for 110% of the low bid, or $76,436.80, in the event unexpected emergency services or quantity overruns are required.

RECOMMENDATION

Staff recommends approving the sewer televising contract.

ATTACHMENTS

Televising RFQ
2027 Sanitary and Storm Areas Maps - 27-04
2027 Final Quote Tabulation
Pipe Services Quote
2027-04 FORM OF AGREEMENT AWARD

Request for Quotes
2026 City Televising Project
City Project N. 27-04
Distribution Date: April 6, 2026

I. INTRODUCTION

The City of Chanhassen (City) is issuing this Request for Quote (RFQ) for sanitary sewer and storm sewer televising. In general, the project includes cleaning and televising sanitary sewer mainlines, televising storm sewer mainlines and submitting electronic and paper reports to the City.

A. RFQ Content. This RFQ contains the following sections:

I. Introduction
II. Project Information
III. Quotes
IV. Project Tabulations and Project Maps

B. Addenda/Clarifications. Any changes to this RFQ will be made by written addendum.

C. Contract Award. Issuance of this RFQ and receipt of quotes does not commit the City to award a contract. The City reserves the right to postpone opening for its own convenience, to accept or reject any or all quotes received in response to this RFQ, to negotiate with other than the selected Contractor should negotiations with the selected be terminated, to negotiate with more than one Contractor simultaneously, or to cancel all or part of this RFQ.

D. Contact Person. The contact for specific questions regarding information in this proposal is:

Mackenze Grunig
City of Chanhassen
7700 Market Boulevard
P.O. Box 147
Chanhassen, MN 55317
(952) 227-1165, Fax (952) 227-1170
mgrunig@chanhassenmn.gov

II. PROJECT INFORMATION

A. Project Areas. It is mandatory to do a site visit prior to supplying a quote to become familiar with and satisfied as to the general, local and site conditions that may affect cost, progress, and performance of the Work.

The City is interested in receiving quotes for sanitary sewer televising and cleaning and storm sewer televising in the areas shown on the attached maps.

Since some of the work is in rear-yard easements, a special condition for entering rear yards (i.e. different equipment and property owner notification) may be needed. The cost of this shall be incorporated into the quote submittal.

B. Project Specifications. Sewer televising and cleaning shall be performed in accordance with Section 19.00 of Chanhassen's 2026 Sanitary and Storm Sewer Specifications and is attached to the RFQ. Storm sewer televising shall be performed in accordance with Section 19.00 as well, however cleaning is only necessary if debris is encountered that prevents televising of the storm sewer mainline from upstream to downstream structures. As such, the contractor shall supply two bid schedules, one for sanitary sewer televising and one for storm sewer televising.

The Contractor performing the television inspection shall be certified by the NASSCO Pipeline Assessment and Certification Program (PACP). All pipe inspections should adhere to the NASSCO PACP standard codes and ratings.

Digital record drawings of the sanitary sewer and storm sewer in the project will be made available upon request. The approximate depth of sewers ranges from 3' to 25', sanitary pipe sizes range from 8-10" and storm pipe sizes range from 12" to 42". The total footage of sanitary sewer lines and storm sewer lines are approximately 16,532 LF and 10,345 LF, respectively.

The scope of this work will require all cleaning and televising to be done by the contractor. Upon review of the televising work, if it is not deemed acceptable, determined solely by the City, when cleaned or televised the first time will be re-cleaned and re-televised at the contractor's expense.

Reports for each segment of televised pipe will be submitted with televising data following completion of the Work. One digital copy report must be provided that includes all televising sections within the Project. Reports and digital files shall include the following report types and information as required by PACP standards including but not limited to:

1. Pipe Graphic Report:
    a. Asset ID (Pipe segment reference number)
    b. Date Inspected/Televised
    c. Plan Sheet/Map Number (as shown in the plans)

d. Upstream Manhole ID
e. Downstream Manhole ID
f. Street Name (or neighborhood/area if not near street)
g. Pipe Type
h. Pipe Size
i. Pipe Length
j. Cleaning Performed (Jetting, Root Cutting, etc.)
k. Location of Service Connections
l. Locations of Leaks or Joint Separation
m. Location of Damaged Section (including nature of damage and location with respect to pipe axis)
n. Deflection in alignment or grade of pipe
o. Location of any repairs
p. Comments indicating conditions, visual inspection items, areas of concern, and other pertinent information

2. Tabular Report:
    a. Same requirements as Pipe Graphic Report
    b. PACP pipeline condition ratings
        i. Structural
        ii. O & M
        iii. Overall
3. PACP Pipeline Condition Ratings tabular file (Excel or CSV):
    a. Pipe segment reference number
    b. Quick Structural Rating
    c. Quick O&M Rating
    d. Quick Overall Rating
    e. Structural Rating
    f. O&M Rating
    g. Overall Rating
    h. Structural Rating Index
    i. O&M Rating Index
    j. Overall Rating Index

Digital copies of the reports will be submitted in Adobe PDF, Microsoft Word, Microsoft Excel, or other compatible format as approved by the City. Digital copies will be submitted on the same media device as the digital video recordings, and be labeled by the Asset ID number.

The Contractor is required to deliver a NASSCO PACP Standard Database in Microsoft Access format that references the manhole and pipe segment numbers provided by the City.

Digital video recordings will be made by the Contractor. Video will be submitted to meet the following formats:

a) MPEG-4 (*.mp4, *.m4a, *.m4v)
b) Video size will be a minimum of 320 pixels by 240 pixels.
c) The minimum video frame rate will be 30 frames/second (fps)
d) Video will include the following data for each pipe segment:
    1. Asset ID/Report Number
    2. Date of Inspection
    3. Direction of inspection (upstream, downstream, north, south, etc.)
    4. Upstream and downstream manhole numbers
    5. Current/progressive distance along pipe length (tape counter footage)
e) Video will include the following audio for each pipe segment:
    1. Date and time of video inspection
    2. Inspection company
    3. Name of street or (neighborhood/area if not near street)
    4. Upstream and downstream manhole numbers
    5. Description of pipe size, type, and joint length.
    6. Description of direction of video (upstream, downstream, north, south, etc.)

Upon completion of the project, the Contractor will supply the digital data (televising videos, reports, database, maps, etc.) on either a USB flash drive or external hard drive.

Also attached to this RFQ is the general Form of Agreement along with the City of Chanhassen's 2025 General Conditions which are incorporated as part of the Agreement.

C. Project Schedule. The following is the anticipated project schedule:

Quotes Received	April 20, 2026
Award Contract	April 27, 2026
Notice to Proceed	April 30, 2026
Project Complete	July 31, 2026

III. QUOTES

A. Submission of Quotes. Submit the quotes via email to:

Mackenze Grunig, Project Engineer
mgrunig@chanhassenmn.gov

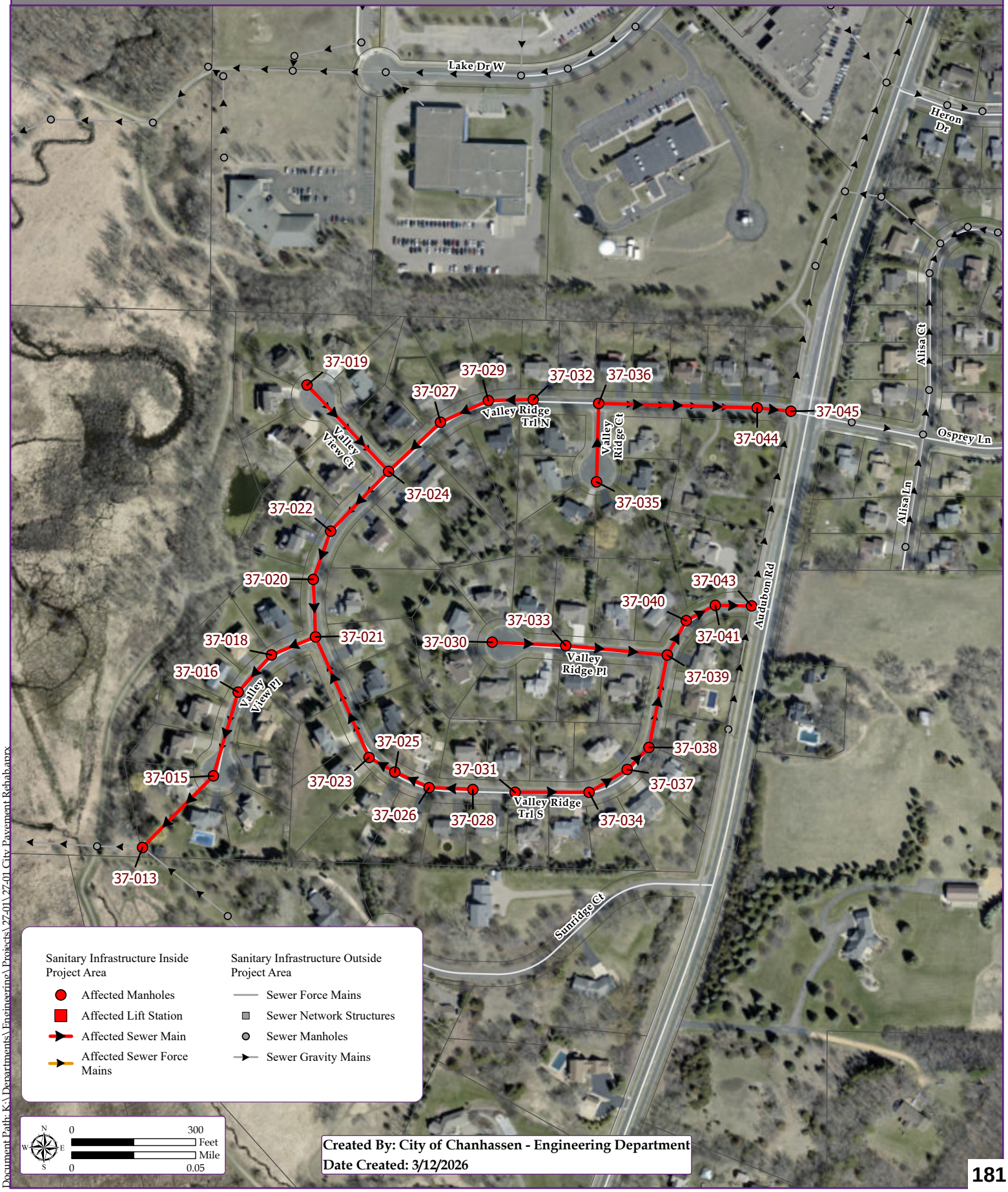
Emailed quotes shall be received by 3:00 p.m. CDT, Monday, April 20, 2026. Quotes received after this time will not be accepted.

Include, at a minimum, the following:

1. Identification of the offering contractor(s), including name, address and telephone number of each firm,
2. Acknowledgement of receipt of RFQ addenda, if any.
3. Samples of a video and inspection log and proof of PACP certification.
4. Name, title, address, email address and telephone and fax numbers of contact person during period of proposal evaluation.
5. Bid Tabulation.
6. No bid bond required.

City of Chanhassen

2026 Sewer Televising: Bluff Creek Estates



Sanitary Infrastructure Inside Project Area

- Affected Manholes
- Affected Lift Station
- Affected Sewer Main
- Affected Sewer Force Mains

Sanitary Infrastructure Outside Project Area

- Sewer Force Mains
- Sewer Network Structures
- Sewer Manholes
- Sewer Gravity Mains

N W E S

0 300 Feet

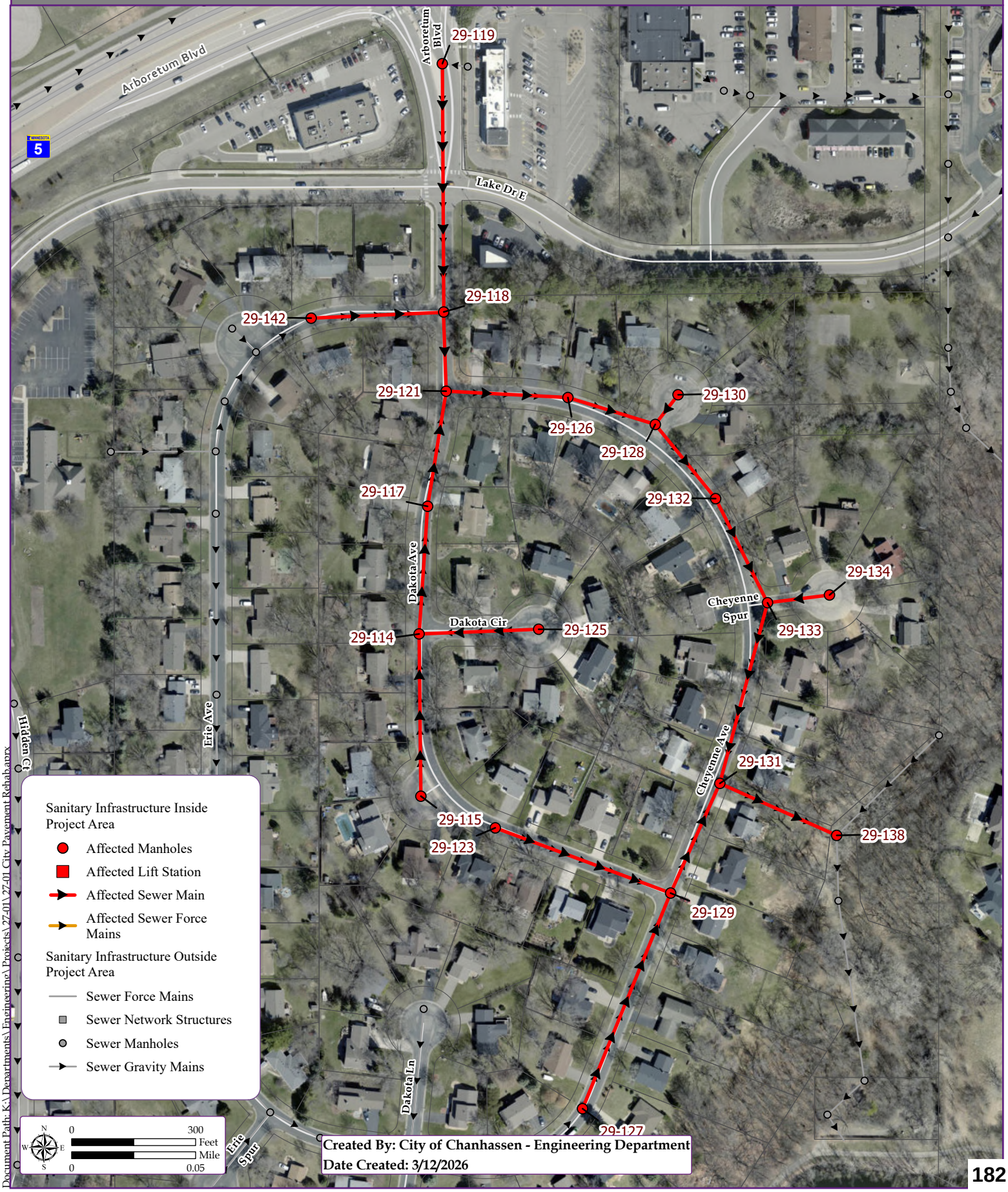
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Created By: City of Chanhassen - Engineering Department
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City of Chanhassen

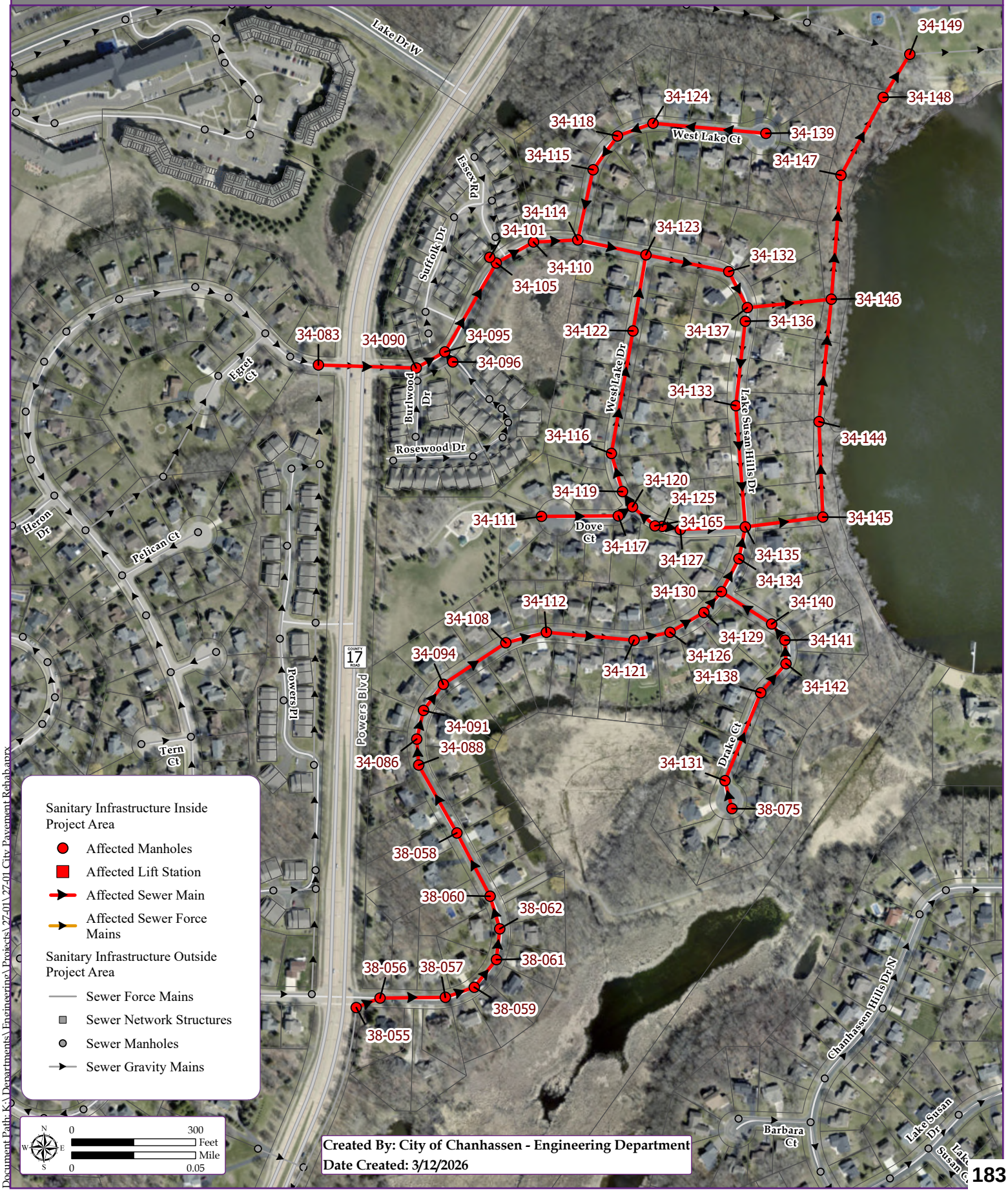
2026 Sewer Televising: Chanhassen Estates



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City of Chanhassen

2026 Sewer Televising: Lake Susan Hills



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City of Chanhassen

2026 Sewer Televising: Lake Riley Blvd



Sanitary Infrastructure Inside Project Area

- Affected Manholes
- Affected Lift Station
- Affected Sewer Main
- Affected Sewer Force Mains

Sanitary Infrastructure Outside Project Area

- Sewer Force Mains
- Sewer Network Structures
- Sewer Manholes
- Sewer Gravity Mains

N W E S

0 300 Feet

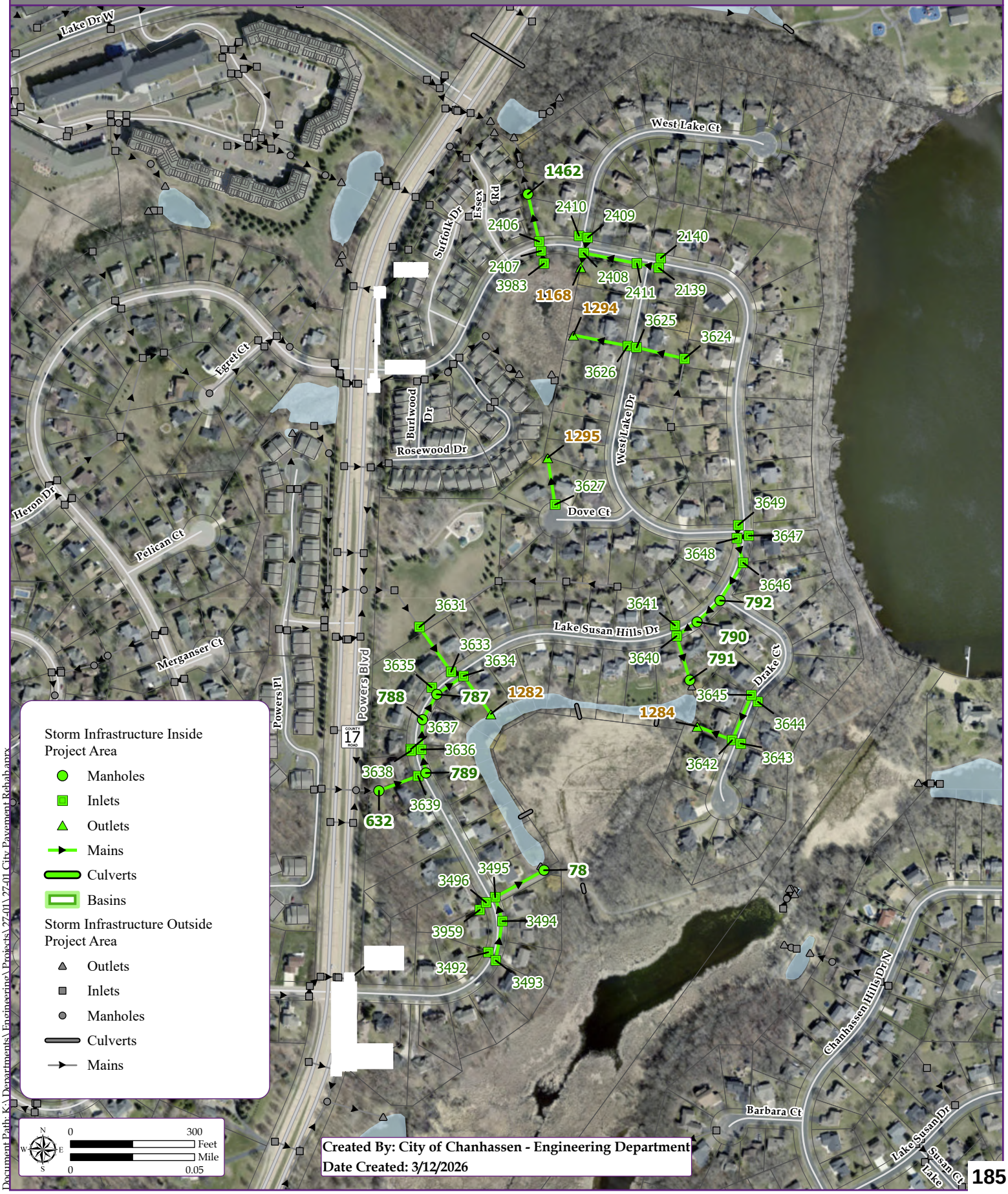
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City of Chanhassen

2026 Storm Televising: Lake Susan Hills



Storm Infrastructure Inside Project Area
- Manholes
- Inlets
- Outlets
- Mains
- Culverts
- Basins

Storm Infrastructure Outside Project Area
- Outlets
- Inlets
- Manholes
- Culverts
- Mains

N W E S

0 300 Feet

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Date Created: 3/12/2026

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City of Chanhassen

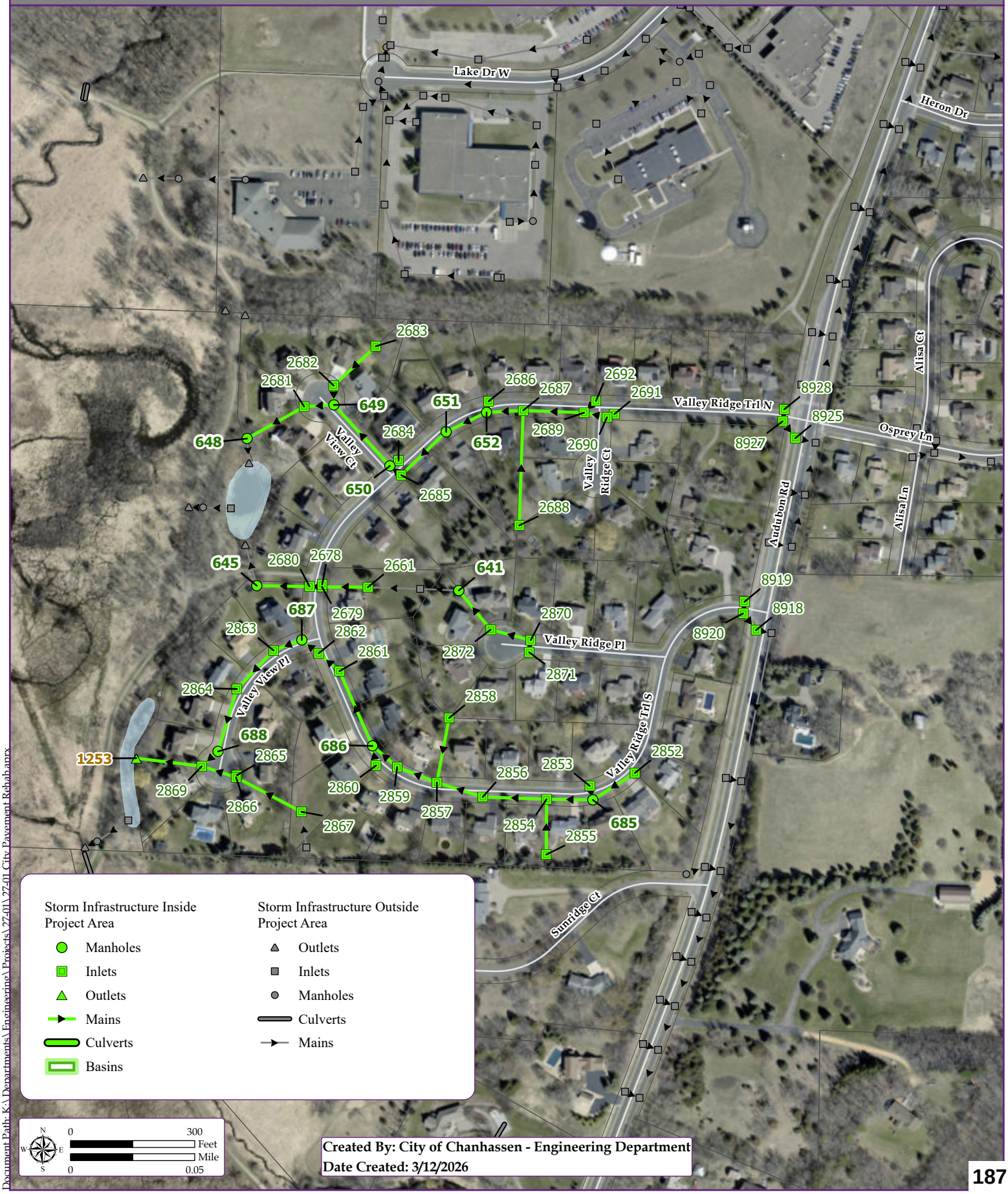
2026 Storm Televising: W 86th St/Tigua Lane



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City of Chanhassen

2026 Storm Televising: Bluff Creek Estates



Storm Infrastructure Inside Project Area

- Manholes
- Inlets
- Outlets
- Mains
- Culverts
- Basins

Storm Infrastructure Outside Project Area

- Outlets
- Inlets
- Manholes
- Culverts
- Mains

N W E S

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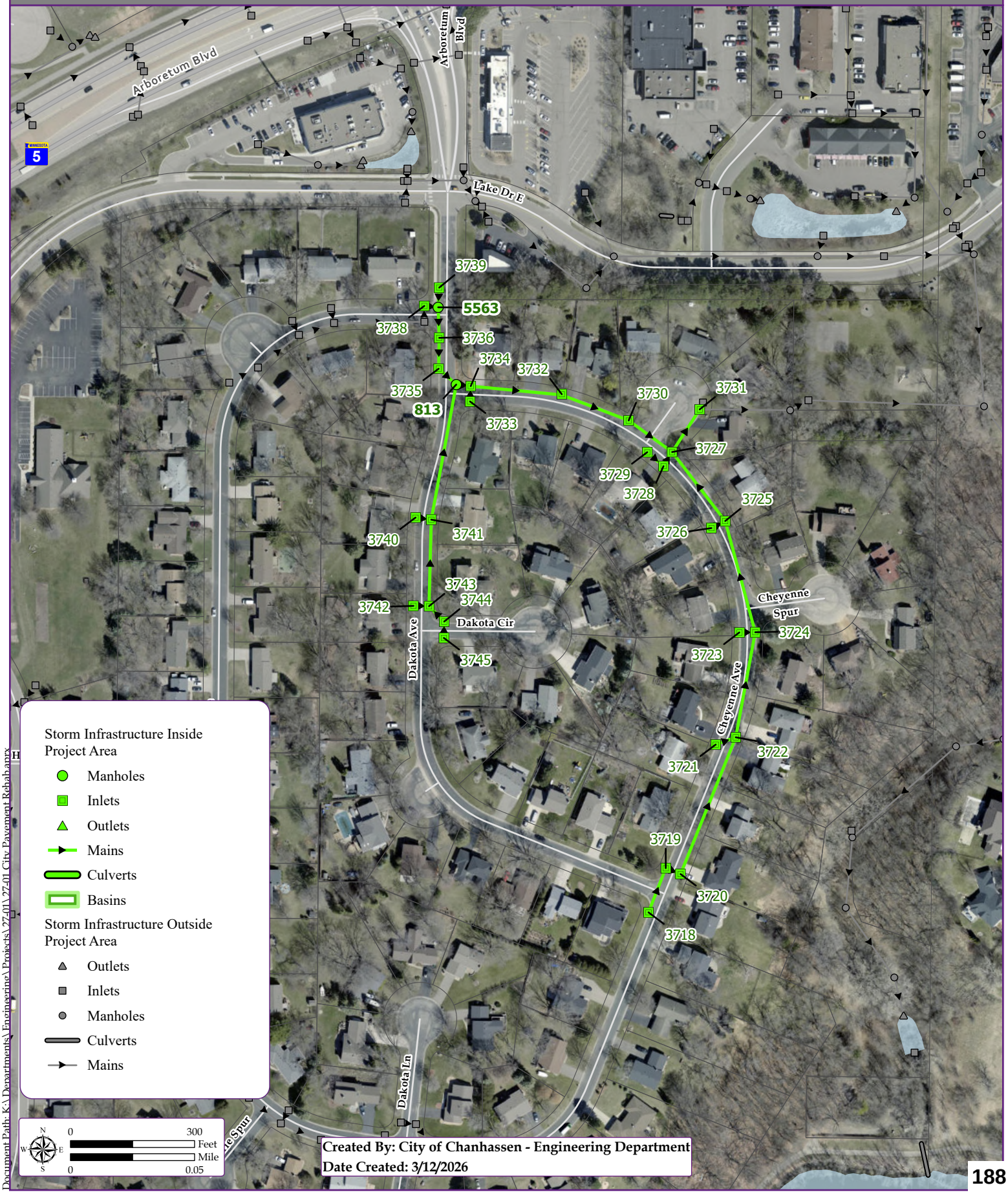
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City of Chanhassen

2026 Storm Televising: Chanhassen Estates



Created By: City of Chanhassen - Engineering Department
Date Created: 3/12/2026

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City of Chanhassen

2026 Storm Televising: Lake Riley Blvd



Created By: City of Chanhassen - Engineering Department
Date Created: 3/12/2026

Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

City of Chanhassen

2026 Storm Televising: Dell Road



Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

City of Chanhassen

2026 Storm Televising: Bluff Creek Blvd



Created By: City of Chanhassen - Engineering Department
Date Created: 3/26/2026

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2027 TELEVISING TABULATION - CITY PROJECT NUMBER 27-04															
				Engineer's Estimate		Pipe Services		Empire		American Environmental		VisuSewer		HK Solutions	
ITEM NO.	PAY ITEM	UNIT	UNIT PRICE	CONTRACT QTY	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Sanitary ROW	LF	$ 2.00	18300	$ 36,600.00	1.74	$ 31,842.00	1.56	$ 28,548.00	2.75	$ 50,325.00	2.35	$ 43,005.00	1.91	$ 34,953.00
2	Storm ROW	LF	$ 2.25	11400	$ 25,650.00	1.74	$ 19,836.00	2.48	$ 28,272.00	1.50	$ 17,100.00	2.35	$ 26,790.00	3.82	$ 43,548.00
3	Sanitary Easement	LF	$ 2.75	2600	$ 7,150.00	3.98	$ 10,348.00	5.98	$ 15,548.00	2.75	$ 7,150.00	5.50	$ 14,300.00	3.82	$ 9,932.00
4	Storm Easement	LF	$ 3.00	3300	$ 9,900.00	1.74	$ 5,742.00	1.20	$ 3,960.00	1.75	$ 5,775.00	5.50	$ 18,150.00	7.64	$ 25,212.00
5	Heavy Cleaning	HR	$ 500.00	5	$ 2,500.00	344	$ 1,720.00	500	$ 2,500.00	920.00	$ 4,600.00	395	$ 1,975.00	425	$ 2,125.00
				Total	$ 81,800.00	Total	$ 69,488.00	Total	$ 78,828.00	Total	$ 84,950.00	Total	$ 104,220.00	Total	$ 115,770.00

16281 Baseline Ave. Shakopee, MN 55379
952.445.3173 | info@pipe-services.com
Website: pipe-services.com

QUOTATION – SEWER TELEVISING/CLEANING

April 4th, 2026

Mackenze Grunig, PE
Project Engineer
City of Chanhassen
7901 Park PL
Chanhassen, MN 55317

Dear Mr. Mackenze Grunig,

As requested, below is a bid proposal for the Chanhassen storm televising only and sanitary cleaning and televising project according to the indicated linear footages and pipe sizes.

City of Chanhassen Cost Distribution:

Confirmed Linear Footages, Pipe Sizes, and Activities			
Pipe Size/Type	***Pipe Length/Qty***	***Activity***	***Cost/Linear Foot/Qty***
Sanitary – Right of Way	18,300	TV/CLN	**$1.74/LF**
Storm – Right of Way	11,400	TV	**$1.74/LF**
Sanitary – Easement	2,600	TV/CLN	**$3.98/LF**
Storm – Easement	3,300	TV	**$1.74/LF**
		Total	$ 67,768.00

Change Order Pre- Approved			
Pipe Size/Type	***Pipe Length/Qty***	***Activity***	***Cost/Linear Foot/Qty***
Heavy Cleaning – Roots	5	CLN	**$344.00/hr**
		Total	$ TBD

CITY Official, all change order activities require CITY consent prior to initiation. Change order activities below $500.00 are authorized via verbal CITY directive/consent. Change order activities exceeding $500.00 require written approval via email or memorandum letter.

Upon City Approval - Change Order Rates		
Activity / Vehicle	***Unit***	***Cost Per Unit***
T.V. Vehicle Support	Per Hour	**$ 337.00**
Hydrovac Vehicle Support	Per Hour	**$ 357.00**
T.V. Vehicle Emergency Mobilization	Per Day	**$ 1,200.00**
Hydrovac Vehicle Emergency Mobilization	Per Day	**$ 1,400.00**
Water By-Pass Operations	Per Hour	**$ 350.00**

CITY Official, please be cognizant of the below provisions. These provisions exist to help ensure clarity of project scope and expectations relating to contingency efforts. The spirit of these provisions is meant to enhance communication during project execution in order to align Pipe Service's decisions with CITY officials' interests: quality work, cost management, and situational awareness.

Change Order Contingencies:

All change order activities will first involve CITY/FIRM approval. The Pipe Services project lead will contact the designated CITY/FIRM official, explain the situation, advise the associated pros and cons, and implement a course of action according to the CITY/FIRM official's directive.

1. Work outside of the aforementioned project scope will require a per hour charge rate of: $337/hour for CCTV support and $357/hour for Hydrovac support. All change orders will require CITY/FIRM approval prior to execution.

2. In the event the CITY/FIRM requests plugging services at an hourly rate to stem high water levels, Pipe Services will assess water flow rates. If prior to or during plugging operations Pipe Services assess that the combination of high-water levels and high flow rates excessively risks flooding residential or public infrastructure, Pipe Services will request that CITY/FIRM conducts the plugging operations or authorize a pump bypass change order. CITY/FIRM provided plugging operations will incur an hourly rate charge according to associated Pipe Services vehicles.

3. In the event the CITY/FIRM requests Pipe Services conduct water bypass operations under high water level and high flow rate conditions, the CITY/FIRM will incur an hourly pump rate charge of $350.00 per hour and a bypass equipment mobilization fee.

4. During emergency mobilization requests outside of project scope, CITY will incur a mobilization charge according to vehicle usage and the mobilization rate quoted within the aforementioned change order price disbursement chart. Emergency work is generally charged by the hour according to half-day and full-day activity. In the event the emergency mobilization request involves extensive work, Pipe Services will work with the CITY official to identify an affordable price structure outside of the hourly rate and associated daily emergency mobilization charges. Non-emergency out-of-scope mobilization charges are agreed upon on a case-by-case basis depending on vehicle availability and the customers requested timeline.

Our bid is based on the following provisions and understandings:

The below provisions and understandings are standard expectations. Any project irregularities that do not allow for these provisions can be negotiated but will likely change the associated bid amount.

1.) Pipe Services will honor this bid for up to 45 days from the date of submission/document creation date. We will make every effort to honor the bid past the 45-day mark.

2.) Pipe Services will receive payment within 30 days of completing the aforementioned described project activities to the satisfaction of the CITY.

3.) Pipe Services to provide 1 typed reports and portable hard drive for televised services. All inspections will be done in certified PACP format. Reporting system will provide color stills of major incidents and a summary report of all “significant findings". Along with a importable database for GIS.

4.) All inspections to be completed with a color pan & tilt TV camera.

5.) CITY/FIRM to provide sewer maps, manhole numbering and pipe identification system.

6.) CITY/FIRM to locate and expose all man-holes (MH) and to make them accessible. In the event a MH cannot be identified or requires exposure, Pipe Services will coordinate with the CITY to identify a course of action. During the interim, Pipe Services will skip the MH in question and continue planned inspections. If the city chooses to utilize Pipe Services for location or exposure of a MH, an hourly rate will apply according to associated vehicle usage

7.) Pipe Services is allowed to draw water from CITY fire hydrants at no additional cost.

8.) ~~Pipe Services assumes that all dumping will take place at CITY location free of charge. If a dump location is not provided free of charge, Pipe Services will charge a Hyrdovac vehicle hourly rate according to dump site location and any associated dump fees.~~ Does not apply to Chanhassen bid.

9.) If during the course of vacuuming operations Pipe Services discovers that environmentally hazardous materials exists and special disposal procedures are necessary (for example large amounts of oil), CITY will incur charges associated with the dump fees and drive time to the special dump site location according to associated vehicle usage.

10.) During televising only operations not associated with cleaning, Pipe Services will make every attempt to bypass obstacles within the pipe. If bypass operations endanger the camera system or if bypassing is not an option, Pipe Services will utilize a reverse set-up operation and charge accordingly. All reverse set-up operations incur full footage charge for that pipe segment length for the initial attempt and the reverse operation effort. If a pipe line presents multiple reverse set-up requirements, Pipe Services will contact the CITY/FIRM to consult on a course of action in an effort to avoid unnecessary charges.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. Pipe Services Corporation is authorized to do the work as specified.

By: _____ City/Legal Entity of:_____

Signature: _____ Date: _____

We would like to thank you again for the opportunity to work with the city of Chanhassen.

Sincerely,

Pipe Services Corporation

Ryan Mergen

Ryan R. Mergen

CEO ▪ **Pipe Services**
16281 Baseline Avenue ▪ Shakopee, MN 55379
(O) 952-445-3173 ▪ info@pipe-services.com
http://pipe-services.com/

FORM OF AGREEMENT
BETWEEN CITY OF CHANHASSEN AND CONTRACTOR
FOR
2027 SANITARY SEWER I&I PROJECT NO 27-04

THIS AGREEMENT, made this 27 day of April, 2026, by and between the CITY OF CHANHASSEN, a Minnesota municipal corporation ("Owner") and THE FATHER SOLANUS CASEY MISSION LLC, a Minnesota limited liability company, dba Pipe Services ("Contractor"). Owner and Contractor, in consideration of the mutual covenants set forth herein, agree as follows:

1. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents", all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Agreement;

B. Request for Quote dated April 6, 2026;

C. 2025 General Conditions;

D. 2025 Sanitary and Storm Sewer Construction Specifications – Section 19.00.

E. Quote/Bid dated April 18, 2026.

In the event of a conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts with Contract Document "A" having the first priority and Contract Document "E" having the last priority.

2. OBLIGATIONS OF THE CONTRACTOR. The contractor shall provide the goods, services, and perform the work in accordance with the Contract Documents. This contract may be terminated by the City at any time upon discovery by the City that the Contractor or any of its subcontractors has submitted a false statement under oath verifying compliance with any of the minimum criteria set forth in Minn. Stat. §16C.285, Subdivision 3, the Responsible Contractor statute.

3. CONTRACT PRICE. Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amount of Seventy-six thousand four hundred thirty-six dollars 80/100 (**$76,436.80**).

4. PAYMENT PROCEDURES.

A. Contractor shall submit Applications for Payment. Applications for Payment will be processed by Engineer as provided in the General Conditions.

B. Progress Payments; Retainage. Owner shall make 95% progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment during performance of the Work.

C. Payments to Subcontractor.

(1) Prompt Payment to Subcontractors. Pursuant to Minn. Stat. § 471.25, Subd. 4a, the Contractor must pay any subcontractor within ten (10) days of the Contractor's receipt of payment from the City for undisputed services provided by the subcontractor. The Contractor must pay interest of 1 ½ percent per month or any part of a month to the Subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of $100.00 or more is $10.00. For an unpaid balance of less than $100.00, the Contractor shall pay the actual penalty due to the subcontractor.

(2) Form IC-134 (attached) required from general contractor. Minn. Stat. § 290.92 requires that the City of Chanhassen obtain a Withholding Affidavit for Contractors, Form IC-134, before making final payments to Contractors. This form needs to be submitted by the Contractor to the Minnesota Department of Revenue for approval.

The form is used to receive certification from the state that the vendor has complied with the requirement to withhold and remit state withholding taxes for employee salaries paid.

D. Final Payment. Upon final completion of the Work, Owner shall pay the remainder of the Contract Price as recommended by Engineer.

5. COMPLETION DATE/LIQUIDATED DAMAGES.

A. The Work associated with the Project must be completed and ready for final payment in accordance with the General Conditions by August 29, 2025.

B. Contract and Owner recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 5.A. above, plus any extensions thereof allowed. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a

penalty), Contractor shall pay Owner $400.00 for each calendar day that expires after the time specified in Paragraph 5.A. for Completion until the Work is complete.

Daily costs are based on MnDOT Table 1807.1-1, "Schedule of Liquidated Damages as follows:

TABLE 1807.1-1 SCHEDULE OF LIQUIDATED DAMAGES		
Original Contract Amount		Charge Per Cal. Day, ($)
From More Than ($)	To and Including ($)	
0	25,000	300
25,000	100,000	400
100,000	500,000	900
500,000	1,000,000	1,200
1,000,000	2,000,000	1,500
2,000,000	5,000,000	2,500
5,000,000	10,000,000	3,000
10,000,000	---	3,500

6. CONTRACTOR'S REPRESENTATIONS.

A. Contractor has examined and carefully studied the Contract Documents and other related data identified in the Contract Documents.

B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.

D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site (except Underground Facilities) which have been identified in the General Conditions and (2) reports and drawings of a Hazardous Environmental Condition, if any, at the site.

E. Contractor has obtained and carefully studied (or assumes responsibility for doing so) all additional or supplementary examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the Site which

may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents, and safety precautions and programs incident thereto.

F. Contractor does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.

G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.

H. Contractor has correlated the information known to Contractor, information and observations obtained from visits to the Site, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.

I. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.

J. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

K. Subcontracts:

(1) Unless otherwise specified in the Contract Documents, the Contractor shall, upon receipt of the executed Contract Documents, submit in writing to the Owner the names of the Subcontractors proposed for the work. Subcontractors may not be changed except at the request or with the consent of the Owner.

(2) The Contractor is responsible to the Owner for the acts and omissions of the Contractor's subcontractors, and of their direct and indirect employees, to the same extent as the Contractor is responsible for the acts and omissions of the Contractor's employees.

(3) The Contract Documents shall not be construed as creating any contractual relation between the Owner, the Engineer, and any Subcontractor.

(4) The Contractor shall bind every Subcontractor by the terms of the Contract Documents.

7. WORKER'S COMPENSATION. The Contractor shall obtain and maintain for the duration of this Contract, statutory Worker's Compensation Insurance and Employer's Liability Insurance as required under the laws of the State of Minnesota.

8. COMPREHENSIVE GENERAL LIABILITY. Contractor shall obtain the following minimum insurance coverage and maintain it at all times throughout the life of the Contract, with the City included as an additional name insured on a primary and non-contributory basis. The Contractor shall furnish the City a certificate of insurance satisfactory to the City evidencing the required coverage:

Bodily Injury:	$2,000,000 each occurrence $2,000,000 aggregate products and completed operations
Property Damage:	$2,000,000 each occurrence $2,000,000 aggregate

Contractual Liability (identifying the contract):

Bodily Injury:	$2,000,000 each occurrence
Property Damage:	$2,000,000 each occurrence $2,000,000 aggregate

Personal Injury, with Employment Exclusion deleted:
$2,000,000 aggregate

Comprehensive Automobile Liability (owned, non-owned, hired):

Bodily Injury:	$2,000,000 each occurrence $2,000,000 each accident
Property Damage:	$2,000,000 each occurrence

9. WARRANTY. The Contractor guarantees that all new equipment warranties as specified within the quote shall be in full force and transferred to the City upon payment by the City. The Contractor shall be held responsible for any and all defects in workmanship, materials, and equipment which may develop in any part of the contracted service, and upon proper notification by the City shall immediately replace, without cost to the City, any such faulty part or parts and damage done by reason of the same in accordance with the bid specifications.

10. INDEMNITY. The Contractor agrees to indemnify and hold the City harmless from any claim made by third parties as a result of the services performed by it. In addition, the Contractor shall reimburse the City for any cost of reasonable attorney's fees it may incur as a result of any such claims.

11. MISCELLANEOUS.

A. Terms used in this Agreement have the meanings stated in the General Conditions.

B. Owner and Contractor each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

C. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provisions.

D. Data Practices/Records.

(1) All data created, collected, received, maintained or disseminated for any purpose in the course of this Contract is governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, any other applicable state statute, or any state rules adopted to implement the act, as well as federal regulations on data privacy.

(2) All books, records, documents and accounting procedures and practices to the Contractor and its subcontractors, if any, relative to this Contract are subject to examination by the City.

E. Software License. If the equipment provided by the Contractor pursuant to this Contract contains software, including that which the manufacturer may have embedded into the hardware as an integral part of the equipment, the Contractor shall pay all software licensing fees. The Contractor shall also pay for all software updating fees for a period of one year following cutover. The Contractor shall have no obligation to pay for such fees thereafter. Nothing in the software license or licensing agreement shall obligate the City to pay any additional fees as a condition for continuing to use the software.

F. Patented devices, materials and processes. If the Contract requires, or the Contractor desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Contractor shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the Owner. If no such agreement is made or filed as noted, the Contractor shall indemnify and hold harmless the Owner from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the Project agreed to be performed under the Contract, and shall indemnify and defend the Owner for any costs, liability, expenses and attorney's fees that result from any such infringement

G. Assignment. Neither party may assign, sublet, or transfer any interest or obligation in this Contract without the prior written consent of the other party, and then only upon such terms and conditions as both parties may agree to and set forth in writing.

H. Waiver. In the particular event that either party shall at any time or times waive any breach of this Contract by the other, such waiver shall not constitute a waiver of any other or any succeeding breach of this Contract by either party, whether of the same or any other covenant, condition or obligation.

I. Governing Law/Venue. The laws of the State of Minnesota govern the interpretation of this Contract. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Carver County.

J. Severability. If any provision, term or condition of this Contract is found to be or become unenforceable or invalid, it shall not affect the remaining provisions, terms and conditions of this Contract, unless such invalid or unenforceable provision, term or condition renders this Contract impossible to perform. Such remaining terms and conditions of the Contract shall continue in full force and effect and shall continue to operate as the parties' entire contract.

K. Entire Agreement. This Contract represents the entire agreement of the parties and is a final, complete and all inclusive statement of the terms thereof, and supersedes and terminates any prior agreement(s), understandings or written or verbal representations made between the parties with respect thereto.

L. Permits and Licenses; Rights-of-Way and Easements. The Contractor shall procure all permits and licenses, pay all charges and fees therefore, and give all notices necessary and incidental to the construction and

completion of the Project. The City will obtain all necessary rights-of-way and easements. The Contractor shall not be entitled to any additional compensation for any construction delay resulting from the City's not timely obtaining rights-of-way or easements.

M. If the work is delayed or the sequencing of work is altered because of the action or inaction of the Owner, the Contractor shall be allowed a time extension to complete the work but shall not be entitled to any other compensation.

CITY OF CHANHASSEN

BY:_____
Elise Ryan, Mayor

BY:_____
Laurie Hokkanen, City Manager

CONTRACTOR: THE FATHER SOLANUS CASEY MISSION LLC DBA PIPE SERVICES

BY: _____

Its _____

City Council Item

April 27, 2026

Item	Approve Temporary On-Sale Liquor License, July 2, 3 & 4, 2026, Rotary Club of Chanhassen	
File No.		**Item No:** D.11
Agenda Section	**CONSENT AGENDA**	
Prepared By	Priya Wall, Recreation Manager	
Reviewed By	Jerry Ruegemer	

SUGGESTED ACTION

"The Chanhassen City Council approves the request from Chanhassen Rotary Club for a temporary on-sale intoxicating liquor license to sell alcoholic beverages at the 4th of July Celebration on July 2, 3 & 4, 2026 at City Center Park. Approval is contingent upon the Rotary Club providing and updated certificate of liquor liability insurance."

Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

The Chanhassen Rotary Club submitted a temporary on-sale intoxicating liquor license application for a 4th of July Celebration on July 2, 3 & 4, 2026. Liquor will be served in City Center Park and is outlined in the attached map.

Alcohol will be served:

- July 2: 3pm-8pm
- July 3: 3pm-midnight
- July 4: 10am-5pm

BACKGROUND

In prior years, alcohol has been served only on July 3 and July 4 as part of the 4th of July Celebration. This was due to July 3 & 4 having a significantly larger all-ages crowd and activities as compared to July 2, which traditionally only hosted families at the Carnival. 2026 is the first year the Chanhassen Rotary Club will serve alcohol on July 2.

At the time of the 4th of July Celebration, Civic Campus Phase 2 construction will be wrapping up, and grass will not yet be established in the traditional area designated for beer sales and the beer garden. Because of this, beer sales and the beer garden will be hosted in a temporary location for 2026, before moving back to the traditional area in 2027 when construction and amenities are complete.

DISCUSSION

With the expansion of activities and attendance on July 2 and to provide options for attendees, the Chanhassen Rotary Club will offer alcohol sales on July 2. Sales will be limited to 3pm-8pm. The Chanhassen Rotary Club will reimburse the City for costs incurred due to this expansion, including necessary staffing, equipment rental, and waste removal costs.

The beer sales and beer garden location will either be hosted in the area of Ballfield #1 at City Center Park, north of the west parking lot and trail, or in the west parking lot of City Center Park, south of the trail. The northern location on Ballfield #1 is the preferred location and is pending permission from Independent School District 112. Parkland north of the trail (including Ballfield #1) is ISD 112 property, and any alcohol sales there require district permission.

BUDGET

RECOMMENDATION

Staff recommends approval of the Chanhassen Rotary Club's request for a temporary on-sale liquor license for the 4th of July Celebration on July 2, 3 & 4, 2026 in City Center Park. Approval is contingent upon receipt of an updated certificate of liquor liability insurance.

ATTACHMENTS

Temporary Liquor License Application
Liquor Sales Location Map

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 Fax 651-297-5259 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization	Date organized	Tax exempt number
Rotary Club of Chanhassen	May 1987	83-0393931

Address	City	State	Zip Code
P.O. Box 781	Chanhassen	Minnesota	55317

Name of person making application	Business phone	Home phone
Rachel Igel	612/423-8622	612/423-8622

Date(s) of event: July 2, 3, and 4, 2026

Type of organization: ☐ Microdistillery ☐ Small Brewer ☒ Club ☐ Charitable ☐ Religious ☐ Other non-profit

Organization officer's name	City	State	Zip Code
Rachel Igel	Victoria	Minnesota	55386
Melissa Hansen	Waconia	Minnesota	55387
Chris Duppler	Chanhassen	Minnesota	55317

Location where permit will be used. If an outdoor area, describe.
City Center Park, Chanhassen, MN 55317 - 7700 Market Boulevard; Independent School District 112 - 7600 Laredo Drive, Chanhassen, MN 55317; City of Chanhassen property near Kerber Boulevard and W. 78th Street - Chanhassen, MN 55317

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Arthur J. Gallagher Risk Management Services, Inc., 2850 Golf Road, Rolling Meadows, IL 60008
General Aggregate Limit: 4,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license

Date Approved

Fee Amount

Permit Date

Date Fee Paid

City or County E-mail Address

City or County Phone Number

Signature City Clerk or County Official

Please Print Name of City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

Chanhassen 4th of July Liquor License Map

City Center Park - Approved Liquor Areas | July 2, 3, 4, 2026



City Council Item

April 27, 2026

Item	Approve 2026 Chanhassen Farmers' Market Agreement	
File No.		**Item No:** D.12
Agenda Section	**CONSENT AGENDA**	
Prepared By	Priya Wall, Recreation Manager	
Reviewed By	Jerry Ruegemer	

SUGGESTED ACTION

"The Chanhassen City Council approves the 2026 agreement with the Chanhassen Farmers' Market to coordinate a farmers' market every Saturday from 9 a.m. to 1 p.m. at City Center Park from June 6 through September 26, 2026."

Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

The Chanhassen Farmers' Market runs at City Center Park on Saturdays, June through September, from 9 a.m. to 1 p.m. It is a popular Saturday morning destination for residents to shop for fresh produce, flowers, handmade goods, fresh treats, and other items.

BACKGROUND

The Chanhassen Farmers' Market has been coordinated and managed by community volunteers since 2004. The City of Chanhassen Park & Recreation department temporarily coordinated the market during the 2020 and 2021 seasons during the transition between community volunteers due to the COVID-19 pandemic. Since 2022, the Farmers' Market has been coordinated and managed by Chanhassen community volunteer Holly Bustle.

From 2004 - 2023, prior to the beginning of Civic Campus construction, the Farmers' Market was held

in the parking lot on the southeast side of the old City Hall building near the Council Chambers and Senior Center entrance. During the 2024 and 2025 seasons, the Farmers' Market was held on the athletic fields north of the old City Hall building and construction fencing.

DISCUSSION

Chanhassen community volunteer Holly Bustle will return for the 2026 season to manage the Chanhassen Farmers' Market. The annual agreement between the City of Chanhassen and the Chanhassen Farmers' Market has been updated and is attached, along with the 2026 market map. The Chanhassen Farmers' Market and individual vendors complete liability waivers at the beginning of each market season.

Due to ongoing Civic Campus construction, the location of the Farmers' Market within City Center Park will be the same as in 2025. Vendors will set up on ballfield #1, just north of the west City Center parking lot, trail, and construction fence area. Depending on the completion dates of final Civic Campus construction items, landscaping finishes, establishment of grassy areas, and market logistics, the market may be moved to the new Civic Campus space near the end of their season.

There will be no Farmers' Market on Saturday, July 4, due to the City of Chanhassen's annual 4th of July Celebration.

Youth athletic groups utilizing the soccer fields at City Center Park will be unaffected and will retain access to all three fields. Parents & guardians of players utilizing soccer fields will be directed to park along Kerber Boulevard or Chanhassen Elementary School, and Farmers' Market vendors, visitors, and Chanhassen Library patrons will park in west City Center lot (north of the library) or east City Center lots (north of the new City Hall building). Youth athletic groups that would traditionally utilize ballfield #1 at City Center Park have been permitted at other locations throughout the park system.

BUDGET

RECOMMENDATION

Staff recommends the City Council approve the 2026 agreement with the Chanhassen Farmers' Market to coordinate a farmers' market every Saturday from 9 a.m. to 1 p.m. at City Center Park from June 6 through September 26, 2026.

ATTACHMENTS

2026 Farmers' Market Agreement
2026 Farmers' Market Map
2026 Farmers' Market Waiver
2026 Farmers' Market Individual Vendor Waiver

USE AGREEMENT

THIS USE AGREEMENT ("Agreement") is made the 28th day of April, 2026, (the "Effective Date") by and between the **CITY OF CHANHASSEN**, a Municipal Corporation, located at 7700 Market Boulevard, Chanhassen, Minnesota 55317 ("City"), and the **CHANHASSEN FARMERS MARKET**, a Minnesota non-profit corporation, located at PO Box 103 Chanhassen, MN 55317 ("Market").

WHEREAS, the Market is an association of individuals who produce fruits, vegetables, and other grown products and hand-crafted items, which are sold to the general public at open-air markets;

WHEREAS, both parties desire that the Market operates a Farmers' Market in the City, in order to provide an opportunity to sell the Market's products and afford the City and its residents opportunities for civic engagement and commerce.

NOW, THEREFORE, in consideration of the mutual benefits received by both parties, it is agreed:

1. The City will grant the Market exclusive use of Ballfield #1 at City Center Park, as shown on the attached **Exhibit A** ("Use Area") to operate a Saturday Farmers Market ("Farmers Market") (i.e., erect stands and sell products to the general public), as permitted herein.
2. The Farmers Market shall be subject to the following:
    a. For each day of operation of the Farmers Market, the Market will provide cones and blockades for the purpose of demarcating the Use Area. The Market shall place them where needed and remove them at the end of each sale day.
    b. The Market shall ensure any and all individual vendors operating at the Farmers Market to meet all state licensing and other requirements and regulations that are applicable to them.
    c. The Market shall ensure any and all Food Trucks operating at the Farmers Market will meet all state licensing and other requirements and regulations that are applicable to them.
3. The right to utilize the Use Area for the Farmers Market shall commence on June 6, 2026, and shall terminate on September 26, 2026. No Farmers Market shall take place on July 4, 2026.
4. The operation of a Farmers Market in the Use Area is also subject to the following conditions:
    a. The operation of a Farmers Market is limited to Saturdays between the hours of 9:00 a.m. and 1:00 p.m. The operation of community yoga, as part of the Farmers Market, will be

limited to 8:15-9:00 a.m. A setup period of 7:00 a.m. to 9:00 a.m. and a teardown period of 1:00 p.m. to 2:00 p.m. will be permitted for individual vendors.

b. The Market individual vendors shall furnish appropriate refuse containers, as required by the City, and remove refuse and other waste material after each Farmers Market.

c. The Market shall utilize portable restrooms already on-site in City Center Park.

d. The Market shall provide a market manager ("Manager") to represent the Market on the site during each Farmers Market. The Manager or the Manager's designee shall be responsible for all advertising, administrative activities, promotions, and communications with the City and the general public concerning sale activities at the Farmers Market.

e. The Market shall be responsible to ensure that its operation of a Farmers Market is in compliance with, at all times, local, state and federal rules and regulations.

f. The Market shall allow the City and the Chanhassen Library to, at various times, display and/or sell various items pertinent to their operations, without cost to the City or Chanhassen Library.

g. The Market shall submit an annual report to the City by December 31, 2026. The report shall include number of markets held, estimated weekly attendance, number of total vendors, number of food, craft, and nonprofit vendors, partnerships, and highlights from the 2026 season.

5. The Market may not sub-lease or otherwise assign this Agreement. This Agreement shall not be deemed an approval for any other permits of approvals required by the City and/or any other governmental entity for the operation of the Farmers Market.

6. The Market shall indemnify, defend, and hold the City, and its respective officers, employees, and agents, harmless from and against any and all losses, claims, actions, and expenses that may arise from or out of the activities conducted or carried on by the Market directly or indirectly in any respect whatsoever related to the Market's operation of a Farmers Market within the Use Area.

7. The Market will sign a waiver, waiving any claims the Market might have against the City, as well as defend and indemnify the City for any claims that arise against the City from third parties.

8. Individual vendors of the Market will sign a waiver, waiving any claims the vendor might have against the city, as well as defend and indemnify the City for any claims that arise against the City from third parties, OR provide a certificate of insurance, naming the City as additional insured.

9. The City may terminate this Agreement at any time with or without cause by giving 30 days written notice to the Market at the address indicated above. Sections 5 and 6 of this Agreement shall survive termination.
10. The City retains the right to close any individual vendor of the Farmers Market for any reason with one week's notice.
11. This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Minnesota.
12. This Agreement shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.
13. Any modification of this Agreement or additional obligations assumed by either party in connection with this Agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.
14. Any notice provided for or concerning this Agreement shall be in writing and shall be deemed sufficiently given when sent by U.S. Mail or hand-delivered to the respective address of each party as set forth in the beginning of this Agreement.
15. The parties acknowledge that this Agreement is an agreement to operate a Farmers Market in the Use Area described herein and does not confer any estate or interest to the Market in the City's property, nor does it create a partnership or joint venture between the City and the Market. All costs of doing business, including but not limited to supplies and equipment, will be the sole responsibility of the Market at its sole expense.

IN WITNESS WHEREOF, the parties have signed this Agreement.

CITY OF CHANHASSEN

By:_____
Elise Ryan, Mayor

And:_____
Laurie Hokkanen, City Manager

CHANHASSEN FARMERS MARKET

By:_____

Print Name:_____

Its: President

Farmers' Market 2026

Saturdays, June 6 -September 26

9:00 a.m. - 1:00 p.m.



WAIVER AND RELEASE

I, _____, as an authorized representative of the named organization below, located at PO Box 103 Chanhassen, Minnesota 55317 ("Organization"), and on behalf of the Organization, its officers, employees, agents and assigns, as a condition of the Organization being permitted to locate and operate a seasonal market ("Market") on City of Chanhassen ("City") property located at 7700 Market Boulevard, Chanhassen, MN 55317 ("City Property"), do hereby agree to the following:

A. The Organization hereby waives, releases, and discharges the City, its officials and employees, from any and all claims and liabilities for bodily injury, personal injury, or property loss or damage arising out the Organization's use of City property or operation of the Market on City Property.

B. The Organization further agrees to indemnify, defend and save harmless the City, its officials and employees, from and against any liability, claim or demand, including but not limited to court costs and attorney fees for or on account of bodily injury, personal injury or property loss or damage asserted or claimed against the City arising out of the Organization's use of City Property or operation of the Market on City Property.

C. Specifically excluded from this release and indemnification shall be any claims, liabilities, losses or damages arising out of the gross negligence or intentional acts of the City, its officials and employees.

D. By execution of this Waiver and Release, the Organization further agrees and represents that it has inspected the City Property and that it accepts the same as safe and reasonably suited for the purposes of the Organization's use thereof. The Organization further agrees to return the City Property to the City in the same condition in which it was provided, save for ordinary wear and tear which may occur. The Organization further agrees to report to the City any damage to the City Property during the Organization's use of the City Property or the operation of the Market on City Property.

E. This Waiver and Release shall be binding upon the Organization, and the Organizations, successors and assigns.

IN WITNESS THEREOF, THIS WAIVER AND RELEASE AGREEMENT is executed by the Organization, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Organization hereto.

Organization: CHANHASSEN FARMERS MARKET

Dated: _____.

_____
Signature of Undersigned

_____
Print Name of Undersigned

_____
Title

WAIVER AND RELEASE

I, _____, as a condition of the being permitted to locate and operate as a vendor in connection with the Chanhassen Farmers Market ("Vending Operations") on City of Chanhassen ("City") property located at 7700 Market Boulevard, Chanhassen, MN 55317 ("City Property"), do hereby agree to the following:

A. I hereby waive, release, and discharge the City, its officials and employees, from any and all claims and liabilities for bodily injury, personal injury, or property loss or damage arising out my use of City property or my Vending Operations on City Property.

B. I further agree to indemnify, defend and save harmless the City, its officials and employees, from and against any liability, claim or demand, including but not limited to court costs and attorney fees for or on account of bodily injury, personal injury or property loss or damage asserted or claimed against the City arising out of the my use of City Property or my Vending Operations on City Property.

C. Specifically excluded from this release and indemnification shall be any claims, liabilities, losses or damages arising out of the gross negligence or intentional acts of the City, its officials and employees.

D. By execution of this Waiver and Release, I further agree and represent that I have inspected the City Property and that I accept the same as safe and reasonably suited for the purposes of the my use thereof. I further agree to return the City Property to the City in the same condition in which it was provided, save for ordinary wear and tear which may occur. I further agree to report to the City any damage to the City Property during my use of the City Property or my Vending Operations on City Property.

E. This Waiver and Release shall be binding upon me, and my heirs, successors and assigns.

F. My address is:_____.
.

Dated: _____.

_____
Signature of Undersigned

_____
Print Name of Undersigned

City Council Item

April 27, 2026

Item	Award Chanhassen Community Center Bid Package #1a: Steel Supply & Install	
File No.		**Item No:** D.13
Agenda Section	**CONSENT AGENDA**	
Prepared By	Laurie Hokkanen, City Manager	
Reviewed By		

SUGGESTED ACTION

"The Chanhassen City Council moves to award Bid Package #1a for the Chanhassen Community Center to RJM Construction, in the amount of $6,272,580 for Linco Fabricating, as part of the Construction Manager at Risk (CMAR) delivery method, and authorize the City Manager to execute the necessary documents. This award does not establish the Guaranteed Maximum Price (GMP), which will be brought forward for City Council approval at a later date."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Development & Redevelopment

SUMMARY

BACKGROUND

The City Council awarded Bid Package #1 for the Chanhassen Community Center on April 13, 2206. At that time, staff noted that the City Council will also consider awarding the bid package for structural steel, likely at the May 11, 2026, meeting. Bids were received and are ready for award earlier than anticipated. Due to long lead times and competition with other large projects, RJM Construction recommends proceeding with the award at this time.

Bid Package #2 is expected to be considered on June 8, 2026.

The project page is available at: https://www.chanhassenmn.gov/government/projects/chanhassen-community-center

DISCUSSION

After BP #1, the city had awarded 20% of the construction budget and was 8% under budget. With steel now included in BP #1, we have awarded 28% of the construction dollar amount and are currently 2% under budget on that 28%.

Between Q4 2025 – Q1 2026 the steel market has experienced a 10% material increase, and continues to steadily increase. The project did not experience this increase at that level, which is why RJM Construction is recommending award of the steel package at this time.

BUDGET

The overall project budget remains approximately $80M.

The work to be awarded is:

Linco Fabricating: $6,272,580

RECOMMENDATION

Staff recommends award.

ATTACHMENTS

Chanhassen Community Center - Steel Supply & Install - 4.23.2026

CONSTRUCTION

April 23, 2026

Laurie Hokkanen
City Manager
City Of Chanhassen

Re: Chanhassen Community Center - Steel Funish & Install

Dear Laurie Hokkanen,

RJM Construction is pleased to present an estimate for the Chanhassen Community Center project located in Chanhassen, MN. Together with the City of Chanhassen and BKV Group, we can work as a team to deliver the project goals of cost, schedule and quality. Our estimate is based upon drawings dated 2/27/2026 and two addendums.

Total Construction Estimate: $6,272,580

ALTERNATES: WILL BE FINALIZED WITH BID PACK 2

CLARIFICATIONS:

No. 1: This estimate assumes that all work will be done during regular business hours.
No. 2: We do not include removing, storing or re-installing any systems furniture.
No. 3: Architectural and engineering fees are not included.
No. 4: Our estimate does not include any SAC and WAC fees.

Thank you for the opportunity to provide this estimate. Our team is experienced and competent in your market; this applied knowledge will assist the team in obtaining the best possible project value. Please feel free to contact RJM if you have any questions or need additional information.

Sincerely,

Brad Barickman
Vice President - Community

ESTIMATE DATE:	April 23, 2026
PROJECT:	**Chanhassen Community Center - Steel Funish & Install**
ARCHITECT:	BKV Group
DRAWING DATE:	February 27, 2026

DESCRIPTION	Sub Contractors	Final Estimate	$/sf 183,850
Construction Costs			
5A - Structural Steel/Joist/Decking/Misc. Steel - Material & Labor	Linco Fabricating	$6,272,580	$34.12
Total Construction Estimate		***$6,272,580***	***$34.12***

CONSTRUCTION

Chanhassen Community Center – Steel Furnish & Install

Project:
Chanhassen Community Center
Hwy 212 & Powers Blvd
Chanhassen, MN 55317

Owner:
City of Chanhassen
7700 Market Blvd
PO Box 147
Chanhassen, MN 55317

Architect:
BKV Group
222 North Second Street
Long & Kees Bldg, Suite 101
Minneapolis, MN 55401

Construction Manager:
RJM Construction
830 Boone Avenue North
Golden Valley, MN 55427

RJM has successfully worked with **Linco Fabricating** on multiple projects. We recommend this vendor for award for the Chanhassen Community Center project. RJM is requesting to enter into contract with Linco Fabricating for steel supply & erection.

City Council Item

April 27, 2026

Item	Resolution 2026-XX: Approve Construction Materials Testing Agreement for the 2026 City Pavement Rehabilitation Project No. 26-01	
File No.	ENG Project No. 26-01 CIP No. ST-012	**Item No:** D.14
Agenda Section	**CONSENT AGENDA**	
Prepared By	Ben Phillips, Engineering Technician III	
Reviewed By	George Bender	

SUGGESTED ACTION

"The Chanhassen City Council adopts a resolution awarding a consulting agreement for construction materials testing to Braun Intertec for the 2026 City Pavement Rehabilitation Project No. 26-01."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

The 2026 City Pavement Rehabilitation Project (City Project No. 26-01) is entering the construction phase with the contractor indicating construction beginning early-to-mid May 2026.

Construction Materials Testing (CMT) is a required component of the Quality Control/Quality Assurance (QC/QA) process for roadway construction projects of this type.

The Engineering Department solicited proposals from two qualified testing firms - Braun Intertec Corp. and American Engineering Testing, Inc. (AET) - consistent with the city's established practice on prior pavement rehabilitation projects.

BACKGROUND

As part of the overall Pavement Management Program (PMP), the city annually plans to rehabilitate a section or sections of public streets across the city. The Five-Year Capital Improvement Plan (CIP) identifies the near-term streets to be rehabilitated. This 2026 project includes approximately 2.2 miles of city streets for rehabilitation.

Key dates and items relative to this project:

- On June 13, 2025, the Engineering Department released a Request for Proposals (RFP) for design and construction services for the 26-01 project.
- On June 20, 2025, the Engineering Department released a Request for Proposals (RFP) for geotechnical services for the 26-01 project.
- On July 14, 2025, the City Council approved a Professional Services Agreement with Houston Engineering, Inc. for design and construction services for the 26-01 project.
- On July 14, 2025, the City Council approved a Professional Services Agreement with Braun Intertec for geotechnical exploration and engineering services in association with the 26-01 design contract.
- On November 10, 2025, the City Council called for a Public Hearing to be held regarding the proposed improvements on November 24, 2025.
- On November 19, 2025, the Engineering Department and Houston Engineering hosted a public Open House meeting at City Hall to discuss the project and respond to questions with the impacted properties. Riley Purgatory Bluff Creek Watershed District staff also attended this meeting and presented on the proposed project within North Lotus Lake Park. Approximately 73 residents attended and 20 comment cards were received.
- On November 24, 2025, the City Council accepted the feasibility study, conducted a Public Hearing related to the proposed improvements, and authorized the preparation of plans and specifications for the 26-01 project.
- On February 17, 2025, the Engineering Department and Houston Engineering hosted a pop-up meeting for the property owners in the Fox Hollow neighborhood to specifically discuss the proposed alignment of the portion of Fox Hollow Dr between Pleasantview Rd and the cul-de-sac near the tennis courts. Approximately 43 residents attended and 6 comment cards were received.
- On March 9, 2026, the City Council accepted the plans and specifications and authorized the advertisement for bids for the 26-01 project.
- On March 31, 2026, Houston Engineering and the Engineering Department hosted a bid opening.
- On April 7, 2026, the Engineering Department distributed Request for Quotations (RFQs) for construction material testing (CMT) professional services for the 26-02 project.
- On April 13, 2026, the City Council called for a Public Hearing related to the assessments for the 26-01 project.

- On April 14, 2026, the Engineering Department hosted a second public open house for the project in the training room at City Hall.

- On April 17, 2026, the Engineering Department received two proposals in response to the RFQ for construction material testing.

DISCUSSION

The Engineering Department solicited proposals from American Engineering Testing, Inc. and Braun Intertec Corporation for the construction materials testing and associated professional engineering services required to facilitate the construction of the project. Both firms submitted competitive proposals.

The proposals were reviewed to compare the proposed work scopes, testing rates, and estimated costs. This effort included review of the level of effort and clarity of each firm's proposal in meeting the specifications of the project. As necessary, quantity and/or testing rate amounts in the proposals were adjusted to facilitate a fair comparison between the proposals. The proposals were analyzed and the results are as follows:

- Braun Intertec - $87,847.00
- American Engineering Testing - $98,030.00

Both firms have the required certified personnel and are capable of completing the required work. Both firms have successfully completed work for the city on past projects. Staff recommends Braun Intertec be selected for this work.

Braun Intertec's proposal is on a unit-cost basis and billed per personnel hours and/or testing rates provided in their proposal. Staff recommends an agreement amount of $93,000.00 be awarded to allow for minor adjustments to the testing quantities without the need for processing a contract modification.

Braun will submit monthly invoices that staff will review before processing. Staff will review the invoices for accuracy and conformance with the contract.

BUDGET

Funding for the 2026 City Pavement Rehabilitation Project No. 26-01 will be through the budgetary amount established for this project from the PMP fund.

RECOMMENDATION

Staff recommends the City Council adopt a resolution to approve entering into the contract with Braun Intertec in the amount of $93,000.00 for construction material testing professional services which includes a small contingency for additional services that routinely arise during construction.

ATTACHMENTS

Resolution 2026-XX Award Construction Materials Testing Contract_26-01
City of Chanhassen Braun Agreement 26-01
Braun Proposal - 2026 City Pavement Rehabilitation
AET 26-01 Construction Materials Testing Proposal

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

DATE: April 27, 2026 RESOLUTION NO: 2026-XX

MOTION BY: _____ SECONDED BY: _____

A RESOLUTION AWARDING A CONSULTANT AGREEMENT FOR CONSTRUCTION MATERIALS TESTING ON THE 2026 CITY PAVEMENT REHABILITATION PROJECT NO. 26-01

WHEREAS, pursuant to a request for proposals for construction material testing for the 2026 City Pavement Rehabilitation Project No. 26-01, two proposals were received and evaluated that complied with the request for proposal:

Bidder	Quote Amount
Braun Intertec	$87,847.00
American Engineering and Testing	$98,030.00

WHEREAS, it was evaluated by staff that Braun Intertec had the lowest responsible quote and best met the scope of the request for proposals. A consultant contract amount of $93,000.00 is recommended to be awarded to allow for minor revisions to unit price testing quantities during construction to facilitate not needing to approve a contract revision.

NOW, THEREFORE, BE IT RESOLVED by the Chanhassen City Council that the Mayor and City Manager are hereby authorized and directed to enter into a consulting agreement with Braun Intertec in the name of the City of Chanhassen for the construction materials testing professional services for the 2026 City Pavement Rehabilitation Project No. 26-01 according to the proposal and the plans and specifications on file in the office of the City Engineer.

PASSED AND ADOPTED by the Chanhassen City Council on this 27th day of April 2026.

ATTEST:

_____ _____
Jenny Potter, City Clerk Elise Ryan, Mayor

YES **NO** **ABSENT**

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this 27th day of April, 2026, by and between the **CITY OF CHANHASSEN,** a Minnesota municipal corporation ("City") and **BRAUN INTERTEC CORPORATION** ("Consultant").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Consultant for construction materials testing and associated engineering services.

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Professional Services Agreement;

B. Request for quote – Construction Materials Testing Services for #26-01, Distributed April 7th, 2026;

C. Insurance Certificate;

D. Consultant's April 20th, 2026, proposal for $87,847.00 ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "D" having the last priority.

3. COMPENSATION. Consultant shall be paid by the City for the services described in the Proposal a not to exceed fee of Ninety-three Thousand Dollars ($93,000.00), inclusive of expenses. The not to exceed fees and expenses shall not be adjusted if the estimated hours to perform a task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall bill the City as the work progresses. Payment shall be made by the City within thirty-five (35) days of receipt of an invoice.

4. DOCUMENT OWNERSHIP. All reports, plans, models, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes. Notwithstanding the foregoing, the information is not intended or represented to be suitable for reuse by the City or others on extensions or modifications of the services or on any other project. Any such reuse without written verification or adaptation by Consultant for the specific purpose intended will be at the City's sole

risk, and the City agrees to hold Consultant harmless for all costs and liability arising out of such unauthorized use.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

7. STANDARD OF CARE. Consultant 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 consultant under similar circumstances, at the same time and in the same locality. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Consultant's services.

8. INDEMNIFICATION. Consultant shall indemnify and hold harmless the City, its officers, agents, and employees, of and from any and all claims, demands, actions, causes of action, including costs and attorney's fees, to the extent caused by the negligent execution or performance of the services provided for herein and further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising hereunder.

9. INSURANCE. Consultant shall secure and maintain such insurance as will protect Consultant from claims under the Worker's Compensation Acts, automobile liability, and from claims for bodily injury, death, or property damage which may arise from the performance of services under this Agreement. Such insurance shall be written for amounts not less than:

Commercial General Liability	$2,000,000 each occurrence/aggregate
Automobile Liability	$2,000,000 combined single limit
Professional Liability	$2,000,000 each claim/aggregate

The City shall be named as an additional insured on the general liability policy on a primary and non-contributory basis. Before commencing work, the Consultant shall provide the City a certificate of insurance evidencing the required insurance coverage in a form acceptable to City.

10. ALLOCATION OF LIABILITY. Notwithstanding anything to the contrary, in no event will Consultant be liable for any consequential, indirect, incidental, special, exemplary, punitive, or enhanced damages, and in no event will Consultant's aggregate liability arising out of this Agreement, or the services performed exceed the amount of the applicable insurance limits set forth in the Agreement.

11. INDEPENDENT CONTRACTOR. The City hereby retains Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner agents or employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers 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.

12. SUBCONTRACTORS. Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Consultant shall comply with Minnesota Statutes § 471.425. Consultant must pay subcontractors for all undisputed services provided by subcontractors within ten (10) days of Consultant's receipt of payment from City. Consultant must pay interest of one and five-tenths percent (1.5%) per month or any part of a month to subcontractors on any undisputed amount not paid on time to subcontractors. The minimum monthly interest penalty payment for an unpaid balance of One Hundred Dollars ($100.00) or more is Ten Dollars ($10.00).

13. CONTROLLING LAW/VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Carver County Minnesota.

14. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Consultant 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 Consultant pursuant to this Agreement. Consultant 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 Consultant receives a request to release data, Consultant must immediately notify City. City will give Consultant instructions concerning the release of the data to the requesting party before the data is released. Consultant agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Consultant'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.

15. COPYRIGHT. Consultant shall defend actions or claims charging infringement of any copyright or software license by reason of the use or adoption of any software, designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting therefrom.

16. PATENTED DEVICES, MATERIALS AND PROCESSES. If the Contract requires, or the Consultant desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Consultant shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the City. If no such agreement is made or filed as noted, the Consultant shall indemnify and hold harmless the City from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under the Contract, and shall indemnify and defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

17. RECORDS. Consultant shall maintain complete and accurate records of hours worked and expenses involved in the performance of services.

18. ASSIGNMENT. Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

19. WAIVER. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

20. 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.

21. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Consultant. In the event of termination, the City shall be obligated to the Consultant for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination.

Dated: _____ **CITY OF CHANHASSEN**

BY: _____
Elise Ryan, Mayor

BY: _____
Laurie Hokkanen, City Manager

Dated: _____

BRAUN INTERTEC CORPORATION

BY: _____

_____

Its _____

April 20, 2026 Proposal 10010912_001

Ben Phillips
City of Chanhassen
7700 Market Blvd
Chanhassen, MN 55317

Re: Proposal for Construction Materials Testing Services
2026 City Pavement Rehabilitation
City Project No. 26-01
Chanhassen, Minnesota

Dear Mr. Phillips:

Braun Intertec Corporation (Braun Intertec) submits this proposal to provide construction materials testing services for the 2026 City Pavement Rehabilitation Project in Chanhassen, Minnesota.

Our Understanding of Project

This project will include primarily full depth reclamation with selective full reconstruction and mill and overlay. Select removals and replacements of existing curb and gutters, driveway aprons, ped ramps, and sidewalk. Small incidental replacements of utility structures may be part of this project as needed. Two main neighborhoods are part of this project Fox Hollow and Vasserman Ridge. Roads involved in the project are Pleasant Park Drive, Gray Fox Lane, Bluff Ridge Court, Hunters Court, Fox Drive, Fox Hollow Drive, Gray Fox Curve, Foxtail Court, Quail Crossing, Gray Fox Curve, Ridgeview Point, Ridgeview Way, Vasserman Trail, and Vasserman Place.

Available Project Information

This proposal was prepared using the following documents and information.

- Project “not for construction” plans prepared by Houston Engineering, Inc., dated March 3, 2026.
- City of Chanhassen Standard Specifications and Detail Plates prepared by the City of Chanhassen, dated January 22, 2026.
- Request for Proposals provided by the City of Chanhassen, dated February 9, 2026, and provided to Braun Intertec via email on April 7, 2026.
- Conversations with Ben Phillips (City of Chanhassen) confirming requested testing quantities regarding bituminous testing trips and bituminous testing hours charges.

Braun Intertec Project Team

For this project we propose using Tom Loosbrock as a lead senior technician and Jacob Collins as our project manager. Tom and Jacob will be supported by Director, Andrew Valerius, and principal engineer, Charles Cadenhead. The project team has provided services on many City of Chanhassen projects in the past including: Crimson Bay Street Improvements, Galpin Boulevard, 2024 Street Reconstruction, 2023 Mill and Overlay Project, Orchard Lane Area Improvements, Minnewashta Manor Neighborhood Street Reconstruction, and the 2023, 2022, 2017, and 2016 Street Resurfacing and Rehabilitation Projects and state-aid projects Lake Lucy Road Rehabilitation, Lake Drive Improvements, and Minnewashta Parkway Rehabilitation.

Tom Loosbrock is a senior engineering assistant with more than 20 years of experience in materials testing and is responsible for field operation coordinating, general project management; soil density testing using nuclear and sand cone methods; soil excavation observations; DCP testing, concrete testing and bituminous testing. Tom has worked on many state-aid projects throughout his career and is familiar with MnDOT specification, and the schedule of materials control.

Jacob Collins is a project manager and will be the main point of contact for this project. Jacob has more than 18 years of experience with special inspections and testing. His extensive on-site testing and special inspection experience related to concrete, masonry, structural steel, fireproofing, soils as well as with MnDOT testing for transportation will help any project as project manager. Jacob also assists technicians on-site with training to help ensure the tests and observations are done properly in accordance with the project at hand.

Andrew Valerius is a senior project manager with more than 20-years' experience who is responsible for overseeing the quality control and day-to-day operations of engineering technicians involved in roadway and bridge projects, especially for state-aid and federally-funded projects. He has extensive experience working with the Minnesota Department of Transportation's (MnDOT) Schedule of Materials Control and MnDOT's Standard Specifications for Construction. Internally, he help leads the Braun Intertec transportation group for the State of Minnesota. Andrew also helps organize and presents at many educational sessions that focus on MnDOT's specifications and procedures. Andrew's past experience providing field services, such as soil density testing, concrete testing, bituminous and concrete batch plant observations, and testing services has allowed him to gain the necessary knowledge of field testing practices and practical site experience to perform his senior project manager role at a high level and deliver quality results safely.

Charles Cadenhead has more than 30 years of experience in the transportation industry and more than 25 years of experience in delivering construction projects for owners (MnDOT and Anoka County) and other clients. With every project, from design-bid-build to design-build Charles has been one of the primary individuals entrusted with quality oversight from all aspects. While working for MnDOT his primary focus was on the construction side of projects, however with his experience at Anoka County and as a consultant he has been involved in both design and construction quality management. At Anoka County he was involved as early as the right-of-way process and used his expertise in construction to help manage risks associated with the design of projects. Projects have been various in size from simple span bridges and mill and overlays to large design-build projects with over $200 million in construction. Charles brings years of contract administration and change management experience to bear in order to arrive at a successfully completed project.

Resumes for Tom Loosbrock, Jacob Collins, Andrew Valerius, and Charles Cadenhead are attached to highlight their expertise and experience with projects similar to this one.

Scope of Services

Services are performed under the direction of a licensed professional engineer. Observation and testing services will be performed on an on-call, as-needed basis as requested and scheduled by you or your on-site project representative. After reviewing available information to determine compliance with project plans and/or specifications and other design or construction documents, our scope of services for the project will be limited to the tasks defined below.

Soil Related Services

- Measure the in-place dry density, moisture content and relative compaction of fill placed for pavement and/or utility support, and of utility backfill for compliance with the project documents. This task includes performing laboratory Proctor tests to provide maximum dry densities from which the relative compaction of fill can be determined, as well as the use of a nuclear density gauge to measure in-place dry densities and moisture contents.
- Sample and test aggregate base, select granular, and reclamation materials for compliance with the project documents. This task includes laboratory gradation testing of aggregate base material.
- Perform MnDOT dynamic cone penetrometer (DCP) tests on aggregate base material.
- Perform Full Depth Reclaim Dynamic Cone Penetrometer (DCP) tests on full depth reclaim (FDR) materials.

Concrete Related Services

- Sample and test fresh concrete associated with pavement and/or curb-and-gutter for compliance with the project documents and cast test cylinders for laboratory compressive strength testing. We assume that we will be able to appropriately dispose of excess concrete (and associated wash water) on site at no additional cost to us.
- Measure and report the compressive strength of the concrete test cylinders for compliance with the project documents. A set of four cylinders will be cast, with one tested at 7 days and three at 28 days for each set cast. Per the request for proposal we have included 10 field cure cylinders, if additional field cure cylinders are requested, each additional cylinder will be charged at the unit price listed in our cost estimate.

Bituminous Related Services

- Sample and test bituminous pavement materials for compliance with the project documents. This task includes Rice specific gravity, Gyratory density, fine aggregate angularity, percent crushed, asphalt content and extracted aggregate gradation tests of the bituminous.
- Measure the in-place wet density of the fresh bituminous with a nuclear density gauge to observe and document the contractor's roll pattern (ordinary compaction).

Consulting, Project Communication and Reporting Services

- Project management, including scheduling of our field personnel.
- Review test reports and communicating with you and the parties you may designate such as the project contractor(s), and other project team members, as needed.
- Transmit test results to the project team on a weekly basis.

Basis of Scope of Work

The costs associated with the proposed scope of services were estimated using the following assumptions. If the construction schedule is modified or the contractor completes the various phases of the project at different frequencies or durations than shown in this proposal, we may need to adjust the overall cost accordingly. The scope of work and number of trips required to perform these services are as shown in the attached table. Notable assumptions in developing our estimate include:

- We were provided estimated quantities of tests, hours, and quantities to use for the purposes of this estimate. These numbers were provided within the Request for Proposal.
- We understand it will take 60 trips to complete the nuclear density gauge, dynamic cone penetration, and soil sampling on this project.
- We understand that 50 sets of concrete tests will be required to complete the project. We understand that 10 additional field-cured cylinders may be requested for the project.
- We understand that bituminous paving requiring sampling and testing will be completed in 15 days for this project.
- We assume your full-time on-site construction observer will observe the test rolling for this project if required.
- We assume the project engineer of record will review and approve contractor's quality control submittals and test results.
- You, or others you may designate, will provide us with current and approved plans and specifications for the project. Modification to these plans must also be sent to us so we can review their incorporation into the work.
- We will require a minimum of 24 hours' notice for scheduling inspections for a specific time. Shorter than 24 hours' notice may impact our ability to perform the requested services, and the associated impacts will be the responsibility of others.

If the work is completed at different rates than described above, this proposal should be revised. If the pace of construction is different than described above, this proposal should be revised.

Cost and Invoicing

We will furnish the services described herein for an estimated fee of **$87,847**. **Our estimated costs are based on industry averages for construction production. Depending on the contractor's performance, our costs may be significantly reduced or slightly higher than estimated.** A tabulation showing our estimated hourly and/or unit rates associated with our proposed scope of services is also attached. The actual cost of our services will be based on the actual units or hours expended to meet the requirements of the project documents.

This cost estimate was developed with the understanding that the scope of services defined herein will be required and requested during our normal work hours of 6:00 a.m. to 4:00 p.m., Monday through Friday. Services that we are asked to provide to meet the project requirements or the contractor's construction schedule outside our normal business hours will be invoiced using an overtime rate factor. The factor for services provided **outside** our normal work hours or on Saturday will be 1.25 times the listed hourly rate for the service provided. The factor for services provided on Sunday or legal holidays will be 1.5 times the listed hourly rate for the service provided. We have not included premiums for overtime in our cost estimate; however, we recommend that allowances and contingencies be made for overtime charges based on conversations with the contractor. You will be billed only for services provided on a time and materials basis.

Because our services are directly controlled by the schedule and performance of others, the actual cost may vary from our estimate. It is difficult to project all of the services and the quantity of services that may be required for any project. If services are required that are not discussed above, we will provide them at the rates shown in the attached table or, if not shown, at our current Schedule of Charges. We will invoice you on a monthly basis.

General Remarks

We will be happy to meet with you to discuss our scope of services further and clarify the various scope components.

We appreciate the opportunity to present this proposal to you. After review this proposal, if selected, we will attach our estimate to the city provided terms and conditions after legal review within Braun Intertec and the City of Chanhassen. Braun Intertec will not release any written reports until we have received a signed agreement.

We appreciate the opportunity to present this proposal to you. We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components. Braun Intertec will not release any written reports until we have received a signed agreement. Ordering services from Braun Intertec constitutes acceptance of the terms of this proposal.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please contact Jacob Collins at 612.418.8570 or (JaCollins@braunintertec.com).

Sincerely,

Braun Intertec Corporation

Jacob D. Collins
Project Manager

Andrew M. Valerius
Director, Senior Project Manager

Charles M. Cadenhead, Jr., PE
Vice President, Principal Engineer

Attachments:
Cost Estimate Table
City of Chanhassen Provided – Quantity Item Price List
Resumes –Thomas Loosbrock, Jacob Collins, Andrew Valerius, and Charles Cadenhead

The proposal is accepted, and Braun Intertec is authorized to proceed.

_____
Authorizer's Firm

_____
Authorizer's Signature

_____
Authorizer's Name (please print or type)

_____
Authorizer's Title

_____
Date

BRAUN INTERTEC
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Fee Estimate
10010912_001
Chanhassen - 26-01 City Pavement Rehabilitation

Client:
City of Chanhassen
Ben Phillips
7700 Market Blvd
Chanhassen, MN 55317-8363

Work Site Address:
Various Locations
Chanhassen, Minnesota 55317

		Qty/Hours	Rate	Amount
Task 1: Construction Materials Testing				
Subtask 1.1: Soil Testing				**$21,530.00**
Soil Compaction Testing - Nuclear - Item 8		110.00	102.00	$11,220.00
Soil Compaction Testing - Non Nuclear – DCP Testing - Item 8		10.00	102.00	$1,020.00
Soil Sample pick-up - Item 8		10.00	102.00	$1,020.00
Nuclear moisture-density meter charge, per hour		110.00	32.00	$3,520.00
Compaction Testing on Soils (Item 1)	*70 Ea @ 1 Qty*	*70.00*		
Compaction Testing on Granular Materials (Item 2)	*40 Ea @ 1 Qty*	*40.00*		
Trip Charge - Item 7		60.00	50.00	$3,000.00
Geotechnical Evaluation Allowance - Item 14		1.00	1,750.00	$1,750.00
Subtask 1.2: Concrete Testing				**$18,080.00**
Concrete Testing - Item 9B		125.00	102.00	$12,750.00
Concrete Cylinder Pick Up - Item 10B		40.00	102.00	$4,080.00
Trip Charge - Item 10A		25.00	50.00	$1,250.00
Subtask 1.3: Bituminous Testing				**$9,570.00**
Asphalt Sample pick-up - Item 11B		25.00	102.00	$2,550.00
Compaction Testing - Nuclear – Roll Pattern - Item 12A		30.00	102.00	$3,060.00
Trip Charge		25.00	50.00	$1,250.00
Sample pick-up Trip Charge - Item 11C	*15 Ea @ 1 Qty*	*15.00*		
Roll Pattern Trip Charge - Item 12B	*10 Ea @ 1 Qty*	*10.00*		
Nuclear moisture-density meter charge, per hour - Item 12A		30.00	32.00	$960.00
Pavement Evaluation Allowance - Item 14		1.00	1,750.00	$1,750.00
Subtask 1.4: Laboratory Testing				**$25,255.00**
Soil Proctor MD Relationship (Standard), each - Item 3		10.00	216.00	$2,160.00
Soil Topsoil Testing with Nutrients MnDOT 3877 2B each - Item 4		1.00	445.00	$445.00
Sieve Analysis with No. 200 wash, each - Item 5		10.00	168.00	$1,680.00
Concrete Compressive Strength Cylinders ASTM C39 each		210.00	42.00	$8,820.00
Concrete Cylinder Sets	*50 Sets @ 4 Qty*	*200.00*		
Field-Cured Cylinders	*10 Ea @ 1 Qty*	*10.00*		
MnDOT Asphalt Verification, each - Item 11A		15.00	810.00	$12,150.00
Subtask 1.5: Project Management				**$13,412.00**
Project Manager - Item 15A		30.00	186.00	$5,580.00
Project Assistant - Item 15B		50.00	102.00	$5,100.00
Senior Project Manager - Item 13		4.00	218.00	$872.00
Project Manager - Item 13		10.00	186.00	$1,860.00
Task 1 Total:				**$87,847.00**
Project Total				**$87,847.00**

Chanhassen - 2026 Street Reconstruction City Project 26-01

ITEM NO.	ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE	COMMENTS
1	Compaction Testing on Soils (Nuclear Density Test)	EA	105	$21.33	$2,240	Charged per hour as "Nuclear moisture-density meter" Assumes 1.5 Ea per hour estimate (70 hours assumed)
2	Compaction Testing on Granular Materials (Nuclear Density Test)	EA	60	$21.33	$1,280	Charged per hour as "Nuclear moisture-density meter" Assumes 1.5 Ea per hour estimate (40 hours assumed)
3	Proctor Sample & Testing (including Moisture Content)	EA	10	$216.00	$2,160	
4	Topsoil Borrow Sample & Testing	EA	1	$445.00	$445	
5	Gradation Sample and Testing	EA	10	$168	$1,680	
6	DCP Tests for Aggregate Base (Class 5)	EA	30	$0	$0	No additional charge per each DCP. Cost is only per hour of technician.
7	Soils & Granular Materials Testing Trip Charge (ALL)	EA	60	$50	$3,000	
8	Soils & Granular Materials Testing Hours (ALL)	HR	130	$102	$13,260	
9A	Concrete Testing & Casting Cylinder Sets (Compressive Strength, Curing, & Handling)	*EA	50	$168	$8,400	Will be charged per cylinder. Price displayed to left is per set assuming 4 cylinders.
9B	Concrete Testing Hours	HR	125	$102	$12,750	
9C	Concrete Testing & Casting Field-Cured Cylinders (Compressive Strength, Curing, & Handling)	EA	10	$42	$420	
10A	Concrete Testing and Cylinder Pickup Trip Charge	EA	25	$50	$1,250	
10B	Cylinder Pick Up Hours	HR	40	$102	$4,080	
11A	MnDOT Gyratory Bituminous Mix Properties Verification Testing & Rice Testing	EA	15	$810	$12,150	
11B	Bituminous Verification Sample Pickup and Testing Hours	HR	25	$102	$2,550	
11C	Bituminous Verification Sample Pickup Trip Charge	EA	15	$50	$750	
12A	Roll Pattern Testing Hours	HR	30	$134	$4,020	Price listed is combined lines of "nuclear moisture-density meter charge" and "Compaction Testing - Nuclear" both per hour
12B	Roll Pattern Testing Trip Charge	EA	10	$50	$500	
13	Evaluation, Reporting, & Analysis Documentation	LS	1	$2,732	$2,732	Charges include Final Report (ea), Project Manager (hour), Senior Project Manager (hour), and Principal Engineer (hour)
14	Geotechnical and Pavement Evaluation Allowance	Allowance	1	$3,500	$3,500	Half listed with "Soils Testing" for Geotechnical Evaluation and half listed with "Pavement Testing" for Pavement Evaluation
15A	Project Management & Oversight	HR	30	$186	$5,580	
15B	Project Administration	HR	50	$102	$5,100	
				TOTAL	$87,847	

*EA indicates a set of 4 cylinders

Thomas R. Loosbrock

Field Operations Coordinator, Senior Field Technician

Mr. Loosbrock is a field operations coordinator responsible for field scheduling; general project management; soil excavation observations; soil density testing; reinforced concrete observations & testing; reinforced masonry observations & testing and pre-stressed concrete inspections. Tom is familiar with MnDOT specifications, MnDOT schedule of materials control, and has been the lead technician on many state-aid and federal projects throughout his career.

Tom was responsible for managing, performing field observations, and testing on the following projects and has more than 20 years of experience:

Project Experience

- Galpin Boulevard Improvements SAP 194-115-004, Chanhassen, MN (Spring 2024 to Fall 2025)
- Chanhassen 2025 Pavement Rehabilitation 25-01, Chanhassen, MN (Summer 2025)
- 2024 City of Chanhassen City Pavement Rehabilitation 24-01, Chanhassen, MN (Summer 2024 to Summer 2025)
- 2023 City of Chanhassen Mill & Overlay Projects, Chanhassen, MN (Summer 2023 to Fall 2023)
- 2023 City of Chanhassen Pavement Rehabilitation Project Chanhassen, MN (Summer 2023
- 2023 City of Chaska Street Reconstruction, Chaska, MN (Summer 2023
- 2022 Lake Lucy Road Rehab Project, Chanhassen, MN (Summer 2022)
- 2022 City of Chanhassen Reconstruction, Chanhassen, MN (Summer 2022)
- 2022 City of Chaska Street Reconstruction, Chaska, MN (Summer 2022)
- 2021 City of Chanhassen Street Reconstruction, Chanhassen, MN (Summer 2021)
- 2021 City of Chaska Street Reconstruction, Chaska, MN (Summer 2021)
- 2020 City of Chaska Street Reconstruction, Chaska, MN (Summer 2020)
- 2019 City of Chaska Street Reconstruction, Chaska, MN (Summer 2019)
- City of Chanhassen Lake Drive Improvements, Chanhassen, MN (Summer 2019)
- 2018 City of Chaska Street Reconstruction (Summer 2018)
- CSAH 83, Shakopee, MN (Summer 2016 to Fall 2017)
- TH 5 Reconstruction, Waconia, MN (Summer 2015 to Spring 2016)
- Vicksburg Lane Reconstruction, Plymouth, MN (Summer 2015 to Fall 20

BRAUN INTERTEC

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Experience

Industry: 20 years
Braun Intertec: 4 years

Education

B.S., Agricultural Systems Technology, South Dakota State University

Certifications

International Code Council (ICC) Certified: Reinforced Concrete Special Inspector, Structural Masonry Special Inspector, Prestressed Concrete Special Inspector, Soils Special Inspector
No. 1136593

American Concrete Institute (ACI) Concrete Field Testing Technician Grade I
No. 00936257

MnDOT Certified:
Aggregate Production
Grading and Base Level I & II
Bituminous Street Level I
Bituminous Plant Inspector Level I
Concrete Field Level I & II
Concrete Plant Inspector Level I
Bridge Construction Level I & II
No. 07515

Jacob D. Collins

Project Manager

Jacob joined Braun Intertec in 2022 as a project manager. Jacob has more than 20 years of experience with special inspections and testing. He now acts as a project manager for commercial and transportation projects. His extensive on-site testing and special inspection experience related to concrete, masonry, structural steel, fireproofing, soils as well as with MnDOT testing for transportation will help any project as project manager. Jacob also assists technicians on-site with training to help ensure the tests and observations are done properly in accordance with the project at hand.

Project Experience

- Preska Hall – Mankato State University – Mankato, MN (2011-2012)*
- St. Cloud State University Integrated Science and Engineering Laboratory Facility (ISELF) – St. Cloud, MN (2012-2013)*
- Herb Brooks National Hockey Center – Entrance Expansion – St. Cloud, MN –2012-2013)*
- North Hennepin Community College – Bioscience and Health Career Center – Brooklyn Park, MN – (2013-2014)*
- Mall of America – Phase 1C Expansion – Bloomington, MN – (2014-2016)*
- Encore Apartments – Minneapolis, MN – (2015-2016)*
- University of Minnesota – Athletes Village – Minneapolis, MN (2016-2017)*
- Various Local Municipality Street and Utility Improvements – Anoka, Brooklyn Center, Coon Rapids, Maple Grove, Ramsey, Robbinsdale – (2017-2022)*
- North Loop Apartments – Project 1 – Minneapolis, MN (2018-2019)*
- 1701 Nicollet Avenue Apartments – NICO I – Minneapolis, MN (2019)*
- 2924 Bryant Avenue Apartments – Minneapolis, MN (2020)*
- Robbinsdale Water System Improvements – Water Treatment Facility – Robbinsdale, MN – (2020-2022)*
- Cityline Apartments – Minneapolis, MN – (2021-2022)*
- NICO II Apartments – Minneapolis, MN – (2021-2022)*

*While employed by another firm.

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Experience

Industry: 20 years
Braun Intertec: 4 years

Education

Civil Engineering
University of Minnesota

Certifications

PTI Level 2 Unbonded PT Inspector
ICC Structural Steel 1 Framing and Bolting
ICC Structural Steel 2 Welding
ICC Steel Reinforced Concrete
ICC Fireproofing
ICC Soils
ACI Field Technician
MnDOT Aggregate Production
MnDOT Concrete Field
MnDOT Concrete Plant
MnDOT Bituminous Street
MnDOT Bituminous Plant
MnDOT Grading & Base Tester
MnDOT Grading & Base Inspector

- University of Minnesota – Microbial Cell Production Facility (MCPF) – St. Paul, MN – (2021-2022)*
- Farmington – 2022 Street and Utility Improvements – Farmington, MN (2022)
- St. Therese Senior Community – Corcoran, MN (2022-2024)
- Cottage Grove 100th Street, 105th Street, & Ideal Avenue Improvements – Cottage Grove, MN (2022-2023)
- Cottage Grove – South District Street and Utility Improvements – Cottage Grove, MN (2022-2023)
- Northfield 2022 NW Area Mill and Overlay Project – Northfield, MN (2022)
- Brooklyn Center – Woodbine Area Improvements / 53rd Avenue Mill & Overlay – SAP 109-116-003, SAP 109113-002 – Brooklyn Center, MN (2022)
- Crew Carwash – West St. Paul – West St. Paul, MN (2022)
- Edina Community Center 2022 Improvements – Edina, MN (2022)
- City of Cottage Grove – Glacial Valley Park Improvements (2022-2023)
- City of Carver – Ironwood Park Improvements – Carver, MN (2022-2023)
- Carver Elementary 2022 Addition – Carver, MN (2022-2023)
- Chanhassen – 2022 Lake Lucy Road Rehabilitation – SAP 253-102-001 – Chanhassen, MN (2022)
- Cottage Grove – E Point Douglas and Jamaica Avenue – SAP 180-110-014, Cottage Grove, MN (2023-2024)
- City of Brooklyn Center – 2023 Street and Utility Improvements – CP 23-01, CP 23-02, and CP 23-03 – Brooklyn Center, MN (2023)
- City of Maple Grove – Lakeview Knolls Site Pickleball – Maple Grove, MN (2023)
- Cottage Grove – Low Zone Water Treatment Plant – Cottage Grove, MN (2023-2025)
- Chanhassen – 2023 City Pavement Rehabilitation – CP 23-01 – Chanhassen, MN (2023)
- Ramsey – The COR Grading Improvements – Ramsey, MN (2023)
- Chanhassen – Galpin Boulevard Reconstruction – SAP 194-115-004 – Chanhassen, MN (2024-Current)
- TH 41 / Organic Recycling Facility Driveway Intersection Improvements – SP 7010-115 – Shakopee, MN (2024)
- County Road 5 Extension – SAP 043-605-016 SAP 043-609-019 – Winsted, MN (2024-2025)
- Brooklyn Center Orchard Lane East Improvements – Brooklyn Center, MN – (2024-2025)
- Cottage Grove - Intermediate Zone Water Treatment Plant – Cottage Grove, MN (2025-Current)
- Chanhassen – Crimson Bay Road Rehabilitation – SP 1002-123 – Chanhassen, MN (2025-Current)
- Northfield Mill Towns State Trail – Northfield, MN (2025-Current)
- Maple Grove The Commons and Waldon Shores Area Street Reconstruction – CP 2025-03 – Maple Grove, MN (2025)

*While employed by another firm.

Andrew M. Valerius

Director, Senior Project Manager

Andrew is a senior project manager who is responsible for overseeing the quality control and day-to-day operations of engineering technicians involved in roadway and bridge projects. Specializing in state-aid and federally-funded projects, he has extensive experience working with the Minnesota Department of Transportation's (MnDOT) Schedule of Materials Control and MnDOT's Standard Specifications for Construction. From past work he has a working relationship with MnDOT staff and is able to get timely responses to questions and resolve issues to keep projects on schedule. Internally, Andrew helps lead the Braun Intertec transportation construction materials testing group for the State of Minnesota. Andrew also helps organize and presents at many educational sessions that focus on MnDOT's specifications and procedures. Andrew's past experience providing field services, such as soil density testing, concrete testing, bituminous and concrete batch plant observations, and testing services has allowed him to gain the necessary knowledge of field testing practices and practical site experience to perform his senior project manager role at a high level to deliver quality results safely.

Project Experience

Andrew has worked on numerous local government projects including many MnDOT state-aid and federally funded projects while with Braun Intertec. He has provided material testing oversight and review for the following cities:

- *City of Bloomington, Bloomington, MN* — Oversaw the Construction Material Testing for the City of Bloomington's projects during the 2024, 2019, 2017, 2016, 2015, 2014, and 2011 construction season.* Also provided oversight of the Normandale Boulevard Reconstruction Project and the Old Cedar Avenue Roadway and Trail Improvement Project during the 2017 and 2018 Construction Seasons for the City of Bloomington.
- *City of Lakeville, Lakeville, MN* — Oversaw the Construction Material Testing for the City of Lakeville's projects since 2009.*
- *City of Apple Valley, Apple Valley, MN* — Oversaw the Construction Material Testing for the City of Apple Valley's projects since 2010.*
- *City of Edina, Edina, MN* — Oversaw the Construction Material Testing for the City of Edina's state aid/federal projects since 2009.*

BRAUN INTERTEC

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Experience

Industry: 20 years
Braun Intertec: 20 years

Education

B.S. Technology Assessment and Management
St. Cloud State University

Certifications

MnDOT Certified #13631
Aggregate Production
Concrete Field Tester & Inspector
Grading & Base Tester & Inspector
Concrete Plant Tester
Bituminous Plant Tester
Bituminous Street Inspector

- *City of Chaska, Chaska, MN* — Oversaw the Construction Material Testing for the City of Chaska's state aid/federal projects since 2009.*
- *City of Plymouth, Plymouth, MN* — Oversaw the Construction Material Testing for various City of Plymouth's state aid/ federal projects since 2009.*
- *City of St. Paul, St. Paul, MN* — Oversaw the Construction Material Testing for the City of St. Paul's projects during the 2009 construction season. Currently provides a supporting role to our John Rutherford our project manager.*
- *City of St.* Louis Park, St. Louis Park, MN -- Oversaw the Construction Material Testing for various City of St. Louis Park's state aid/ federal projects since 2009.*
- *City of Hastings, Hastings, MN* — Oversaw the Construction Material Testing for various City of Hastings' projects since 2009.*
- *MN State Government Shutdown, Various Cities, MN* — Provided project management for bituminous and concrete batch plant observations and testing for numerous cities and projects during the three week government shutdown in 2011.*

MnDOT Project Experience

Andrew has worked on numerous MnDOT projects while with Braun Intertec. He has provided materials testing oversight and review for the following major projects:

- *TH 13/101, Savage, MN* — Schedule Materials Control Coordinator responsible for ensuring overall compliance with the Schedule of Materials Control, verify testing rates, and preparing year end materials certification for the project. Mr. Valerius coordinated with the QC/QA staff and also filled in for the Quality Manager/Construction Quality Manager at times during construction.
- *I-35W Bridge over the Mississippi River, Minneapolis, MN* — Performed more than 1,000 hours of grading and base testing required for this major bridge replacement project.
- *Central Corridor Light Rail Project, West and East Project, Minneapolis and St. Paul, MN* — Providing a supporting role to our Project Managers with guidance in MnDOT testing procedures and protocol.
- *Advance Traffic Improvements Central Corridor Light Rail Project, Minneapolis, MN* — Oversaw construction materials testing on the Advance Traffic Improvements project which included many streets around the University of Minnesota.
- *4th Street Advanced Utilities, Central Corridor Light Rail Project, St. Paul, MN* — Provided Project Management oversight on the 4th Street Advanced Utility project on numerous streets in downtown St. Paul.

Charles Cadenhead, PE

Vice President, Principal Engineer

Charles brings more than 30 years of experience in the transportation industry and more than 26 years of experience in delivering construction projects for owners (MnDOT and Anoka County) and other clients. With every project, from design-bid-build to design-build Charles has been one of the primary individuals entrusted with quality oversight from all aspects. While working for MnDOT his primary focus was on the construction side of projects, however with his experience at Anoka County and as a consultant he has been involved in both design and construction quality management. At Anoka County he was involved as early as the right-of-way process and used his expertise in construction to help manage risks associated with the design of projects. Projects have been various in size from simple span bridges and mill and overlays to large design-build projects with over $400 million in construction. Charles brings years of contract administration and change management experience to bear in order to arrive at a successfully completed project.

Project Experience

For the past 8 years Charles has served as a Principal in Charge of municipal and state projects for Braun Intertec working with Project Managers and Technicians to provide engineering expertise and guidance. Below are larger projects in which Charles was heavily involved in the development and implementation of project construction, quality, and completion to meet the various requirements needed to satisfy high quality projects.

TH494 Design Build | MnDOT
Bloomington, Minnesota | 8/2024 - Present
Quality Manager. MnDOT is reconstructing the I494 with additional lanes, bridges, retaining walls, movement of utilities and multiple staging efforts to reduce congestion on this heavily trafficked corridor. Charles is the Quality Manager for the project and oversees the design Quality Manager and Construction Quality Manager for this project. Charles was responsible for setting up the five quality manuals for the project and has worked with the designer, contractor, and owner to help manage the delivery of the project while meeting the project quality standards. *25% Commitment*

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Experience

MN Transportation: 30 years
MnDOT: 15 years
Design-Build projects: 4 years
Anoka County: 5 years
Design-Build projects: 2 years
Private Sector: 14 years
Design Build projects: 8 years

Certifications

Professional Engineer - Minnesota

TH 52 Design Build | MnDOT
Zumbrota, Minnesota | 7/2021 – 10/2023
Quality Manager. MnDOT reconstructed the Trunk Highway 52 mainline, approximately 20 miles, with new concrete pavement using the design-build project delivery method for the work. Charles was the Quality Manager for the project and oversees the design Quality Manager and Construction Quality Manager for this project. Charles was responsible for setting up the five quality manuals for the project and worked with the designer, contractor, and owner to help manage the delivery of the project while meeting the project quality standards. *25% Commitment*

I-94 Maple Grove to Rogers Design- Build | MnDOT
Maple Grove, Minnesota | 9/2019 – 7/2022
Quality Manager. MnDOT is adding a lane to I-94 between Maple Grove and Rogers using the design-build project delivery method for the project. Charles is the Quality Manager for the project and oversees the Design Quality Manager and Construction Quality Manager for this project. He has set up the five quality manuals for the project and works with the designer, contractor, and owner to help the delivery of the project meeting the project quality standards. *25% Commitment*

TH 371 Design-Build | MnDOT
Nisswa, Minnesota | 9/2015 – 11/2017
Consultant Project Manager/Change Management. The reroute of TH 371 by Pequot Lakes is MnDOT, District 3, is a design-build project to allow travelers to avoid traffic congestion in the town of Pequot Lakes while allowing local traffic to move easier in the community. Charles is the consultant team project manager, contract administrator for MnDOT and the construction quality manager for this project that was completed in the fall of 2017. *30% Commitment*

I-35W/4th Street Design-Build | MnDOT
Consultant Manager/Contract Administrator | 5/2014 – 11/2016
This MnDOT project incorporated the realignment of an overpass bridge, additional lane construction, retaining walls and contaminated material removal management. Charles performed the duties of contract administrator and consultant project manager for the entirety of the project. This busy urban project necessitated tight time controls on the traffic impacts on the interstate system and design modifications from the initial proposed layout. Charles was heavily involved in the weekly construction meetings and helping staff new to the design-build project delivery method. Total cost control and negotiations on the project led to an increase in the bid amount by less than 1% on the overall project costs. *30% Commitment*

Elk Run Design-Build | MnDOT
Oronoco, Minnesota | 5/2012 – 11/2012
Construction/Project Engineer. Charles served as a construction engineer for the final year of the $34 million design-build project along the TH 52 corridor. The project scope consisted of the construction of a new Diverging Diamond Interchange with frontage/service roads on TH 52 and realignment of approximately three miles of Olmsted CSAH 12. As an extension of MnDOT, Charles managed the field and office staff and was responsible for oversight of the team to ensure verification inspection and testing was conducted in accordance with established standards and procedures in the Quality Management Plan. *30% Commitment*

April 10, 2026

City of Chanhassen
7700 Market Boulevard
Chanhassen, MN 55317

Attn: Ben Phillips – Construction Manager
bphillips@ChanhassenMN.gov

RE: Quality Assurance Testing Proposal
26-01 Construction Materials Testing
City Project No. 26-01
Chanhassen, Minnesota
AET Proposal No. P-0052166

Dear Mr. Phillips:

Thank you for the opportunity to provide a proposal to perform testing services on the referenced project. This proposal has been prepared in response to your email request on April 7, 2026, and describes our understanding of the project, our anticipated scope of services, our unit rates, and an estimated total fee to perform these services.

PROJECT INFORMATION

The City of Chanhassen (the City) will be performing a street and utility improvements project during the 2026 construction season. Construction is anticipated to begin May 2026 and be completed July 1, 2026. The project area will include Fox Hollow Drive, Gray Fox Curve, Gray Fox Lane, Pleasant Park Drive, Foxtail Court, Fox Drive, and North Lotus Park Trail. The project will be funded with municipal funds.

Plans and Specifications were prepared by Houston Engineering, Inc. We understand Construction Inspection and Contract Management of the project will be performed by the City or their authorized representative.

PROJECT APPROACH

During the construction improvements, AET will provide experienced MnDOT certified Engineering Technicians to perform sampling and material testing services in accordance with the project specific testing requirements referenced in the Project Manual. For this project, Ryan Schaefer will be AET's contact. He can be reached at 651-603-6639 (office). AET requires a minimum of 24 hours' notice of the need for Services.

This document shall not be reproduced, except in full, without written approval from American Engineering Testing, Inc.

SCOPE OF SERVICES

Based on our review of the available plans and the scope of services requested in the RFP, our anticipated scope of services is outlined below. These services will be provided on an on-call basis, coordinated through authorized the City's field personnel.

Soils Sampling and Testing

Our estimate of the sampling and testing to be performed on the grading and base items is based on the requirements of the RFP. AET will perform MnDOT Relative Density testing (Proctor) as well as in-place density and moisture testing on the following materials:

- Utility Trench Backfill
- Embankment Fill

The MnDOT Dynamic Cone Penetrometer will be used to test compaction on the Class 5 Aggregate Base sections of the project following the MnDOT Penetration Index procedures in accordance with the 2025 SALT SMC.

AET will perform the sampling of the soils, granular materials, and Class 5 Aggregate Base materials and transport the samples to our St. Paul, Minnesota laboratory. The City's field personnel will update AET on the schedule of material placement, material sources (including changes in source), and changes in quantities.

Full Depth Reclamation (FDR)

AET will perform dynamic cone penetrometer (DCP) testing and moisture content testing of the full depth reclamation material along gradations in accordance with the 2025 SALT SMC. The frequency of these gradations for an FDR project are at the discretion of the Engineer. We assume the City's Inspector will perform depth checks of the FDR material.

Bituminous Pavement Sampling and Testing

When placement of the bituminous base and wear layers begins, an experienced Technician II will make site visits on an on-call basis to observe the placement and rolling of the bituminous layers and to perform testing of the bituminous. The technician will help to establish a rolling pattern each day by observing the number of passes the roller makes over the bituminous and measuring the density of the bituminous during the rolling to evaluate how many passes are needed to reach the maximum density.

AET personnel will sample the bituminous paving mix, during each day of paving, and transport the samples to our St. Paul, Minnesota laboratory. Samples will be tested in our laboratory for MnDOT Gyratory Mix Properties as follows:

- Gyratory Density (AASHTO T 312) MnDOT Modified
- Rice Specific Gravity (ASTM D2041)
- Asphalt Extraction and Aggregate Gradation (ASTM D2172 Method E-11) MnDOT Modified C137 and C117
- Fine Aggregate Angularity (AASHTO T 304, Method A, MnDOT 1206.5)
- Coarse Aggregate Angularity, One Face (ASTM D5821)

Concrete Sampling and Testing

During the placement of concrete, AET will perform field testing consisting of slump, air content, temperature of the plastic concrete, and casting of cylinders for compression testing. The 2025 SALT SMC requires field testing for slump, air content, and temperature per every 100 cubic yards of each type of concrete placed each day. Compressive strength cylinders (1 set of 3 cylinders) are required once per every 300 cubic yards of each type of concrete placed each day; the cylinders will be retrieved the following day for curing and testing in our laboratory. The 3 cylinders are to be tested at 28-days. The RFP requests that we cast sets of 4 cylinders, with compressive strength testing as follows: 1 at 7 days, 3 at 28 days.

We have assumed City's field personnel will be compiling the concrete batch tickets, certificates of compliance, and AET's field test results of the plastic concrete, which we will provide each day we are on-site performing testing services.

REPORTING

AET staff will prepare reports for the City to review. These reports will include the results of our field and laboratory testing as performed per the 2025 SALT SMC and testing frequencies referenced in the project documents. AET will complete the Preliminary Grading and Base Report and the Final Grading and Base Report, once provided with final project quantities. Daily field reports will also be prepared and made available upon request. In addition to these reports, once we receive final project quantities, AET will also complete a Final Summary Report of QA Testing after receiving final quantities.

COST-SAVINGS

If all three projects are awarded, significant cost savings can be realized by consolidating the work under a single assigned technician. Because the construction schedules overlap, one technician can efficiently support all three projects during the same mobilization period, eliminating the need for multiple trip charges. This coordinated approach reduces travel and mobilization costs while maintaining consistent workmanship and project oversight, resulting in greater overall value for the client.

ESTIMATED FEES

Our services will be provided on a unit cost basis according to the unit rates provided in the attached RFP Bid Form. Our monthly invoices will be determined by multiplying the number of personnel hours or tests by their respective unit rates. We have also estimated a total cost which we anticipate will be required to complete the previously described observations and testing services. Our estimated total cost is **$98,030.00**. We refer you to the attached Materials Testing Estimate as reference to how we arrived at this estimated cost.

We caution that this is only an estimated cost. Often, variations in the overall cost of the services occur due to reasons beyond our control, such as weather delays, changes in the contractor's schedule, unforeseen conditions, or retesting. These variations will affect the actual invoice totals, either increasing or decreasing our total costs for the project from those estimated in this proposal. If more time or tests are required, additional fees may be needed to complete the project testing services. If less time or tests are needed, a cost savings will be realized. We will not, however, exceed the estimated total cost for the project without first obtaining your authorization.

TERMS AND CONDITIONS

Our services will be performed per the Professional Services Agreement between the City of Chanhassen and AET, once agreed upon by both parties.

ACCEPTANCE

The City will provide AET with formal authorization prior to the commencement of AET's services, which are outlined in this proposal.

GENERAL REMARKS

AET appreciates the opportunity to provide this service for you and looks forward to working with you on this project. If you have any questions or need additional information, please contact me.

Sincerely,
American Engineering Testing

Ryan S. Schaefer
Geologist II/Transportation Project Manager
rschaefer@teamAET.com
651-603-6639

Robert D. Anderson
Manager of Alternative Delivery & Transportation
randerson@teamAET.com
612-685-3079

Attachments: RFP Bid Form

ITEM NO.	ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE
1	Compaction Testing on Soils (Nuclear Density Test)	EA	105	$__45.00_____	$___4,725.00_____
2	Compaction Testing on Granular Materials (Nuclear Density Test)	EA	60	$__45.00_____	$___2,700.00_____
3	Proctor Sample & Testing (including Moisture Content)	EA	10	$__205.00_____	$___2,050.00_____
4	Topsoil Borrow Sample & Testing	EA	1	$__375.00_____	$___375.00_____
5	Gradation Sample and Testing	EA	10	$__150.00_____	$___1,500.00_____
6	DCP Tests for Aggregate Base (Class 5)	EA	30	$__70.00_____	$___2,100.00_____
7	Soils & Granular Materials Testing Trip Charge (ALL)	EA	60	$__80.00_____	$___4,800.00_____
8	Soils & Granular Materials Testing Hours (ALL)	HR	130	$__126.00_____	$___16,380.00_____
9A	Concrete Testing & Casting Cylinder **Sets** (Compressive Strength, Curing, & Handling)	*EA	50	$__180.00_____	$___9,000.00_____
9B	Concrete Testing Hours	HR	125	$__126.00_____	$___15,750.00_____
9C	Concrete Testing & Casting **Field-Cured** Cylinders (Compressive Strength, Curing, & Handling)	EA	10	$__45.00_____	$___450.00_____
10A	Concrete Testing and Cylinder Pickup Trip Charge	EA	25	$__80.00_____	$___2,000.00_____
10B	Cylinder Pick Up Hours	HR	40	$__126.00_____	$___5,040.00_____
11A	MnDOT Gyratory Bituminous Mix Properties Verification Testing & Rice Testing	EA	15	$__690.00_____	$___10,350.00_____
11B	Bituminous Verification Sample Pickup and Testing Hours	HR	0	$__126.00_____	$_____
11C	Bituminous Verification Sample Pickup Trip Charge	EA	0	$__80.00_____	$_____
12A	Roll Pattern Testing Hours	HR	30	$__126.00_____	$___3,780.00_____
12B	Roll Pattern Testing Trip Charge	EA	10	$__80.00_____	$___800.00_____
13	Evaluation, Reporting, & Analysis Documentation	LS	1	$__1,680.00____	$___1,680.00_____
14	Geotechnical and Pavement Evaluation Allowance	Allowance	1	$3,500	$3,500
15A	Project Management & Oversight	HR	30	$__210.00_____	$___6,300.00_____
15B	Project Administration	HR	50	$__95.00_____	$___4,750.00_____
				TOTAL	$___98,030.00_____

*EA indicates a set of 4 cylinders

Request for Proposals:
Construction Materials Testing
for
2026 City Reconstruction Project
No. 26-01

I. INTRODUCTION

The City of Chanhassen is issuing this Request for Proposals (RFP) for construction professional services of approximately a half (2.2) miles of roadway reconstruction, rehabilitation and associated utility and stormwater improvements within the City. In general, the project includes materials testing and sampling, geotechnical evaluations, and recommendations of site conditions during construction.

A. RFP Content. This RFP contains the following sections:

- **I.** Introduction
- **II.** Project Information
- **III.** Proposal Requirements

B. Addenda/Clarifications. Any changes to this RFP will be made by written addendum. Verbal modification will not be binding.

C. Pre-Contractual Expenses. The city will not be responsible for any pre-contractual expenses. Pre-contractual expenses are defined as expenses incurred by the Consultant in:

1. Preparing its proposal in response to this RFP
2. Submitting that proposal to the City of Chanhassen
3. Negotiating with the City of Chanhassen any matter related to that proposal; or
4. Any other expenses incurred by the Consultant prior to the date of execution of the Proposed Agreement.

D. Contract Award

1. Consultant shall be required to enter into the City's standard Professional Services Agreement (attached).

2. Issuance of this RFP and receipt of proposals does not commit the City of Chanhassen to award a contract. The City of Chanhassen reserves the right to postpone opening for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than the selected Consultant should negotiations with the elected be terminated, to negotiate with more than one Consultant simultaneously, or to cancel all or part of this RFP.

E. Contact Person. The Consultant's contact for specific questions regarding information in this proposal is: Ben Phillips, (952) 227-1166, Bphillips@ChanhassenMN.gov.

II. PROJECT INFORMATION

A. Project Area and Identified Improvements.

Approximately 2.2 miles of roadway is proposed to be rehabilitated or reconstructed within two residential areas within Chanhassen. The areas proposed for improvements is shown in the attached Figures.

- The Vasserman Ridge development was originally constructed between 2002 and 2004. It was last seal-coated in 2009. This ~4750-foot (0.90 mile) total street length within the neighborhood is initially programmed to be rehabilitated via mill and overlay but this technique will need to be analyzed and verified by the consultant as the correct approach.
- The Fox Hollow development was originally constructed between 1985 and 1988 except for Fox Dr which was constructed in 2005 and seal-coated in 2015. The neighborhood has not been rehabilitated but it was seal-coated in 2006. It is currently programmed to be rehabilitated via a full depth reclamation from TH 5 to the intersection with Lake Dr E.
- A portion of Fox Hollow Dr between Pleasant Park Dr and the cul-de-sac on Fox Hollow Dr is within North Lotus Lake Park and off-set within the existing right-of-way. The City's 2040 Comprehensive Plan identifies this segment to be re-aligned. Additional analysis will likely be needed for this segment and it is expected to be discussed in detail within the open house meetings and City Council meetings as it will most likely be 'political' in nature. It is expected that alternatives will need to be developed and an emphasis on communication will be needed regarding any proposed re-alignment.
- Fox Hollow Ct is a private street constructed in 2007 and is not planned to be part of the project except where planned work along Fox Hollow Dr interacts with this minor development.

The areas proposed for improvements are shown in Figure A and B below. A full plan set, project specifications, and geotechnical report are available upon request. Please contact Ben Phillips to obtain these documents.

Figure A



Figure B



B. Project Scope. The objective is to provide construction materials testing and any requested geotechnical evaluations and recommendations of site conditions. Anticipated amounts of various tests needed on this project are detailed below. Please ensure to submit costs for the amounts listed as provided on the attached spreadsheet.

1. Soils and Aggregate Testing

a. Soil and aggregation gradation, proctor, moisture, modified DCP testing on Class 5, aggregate quality testing, and specified density nuclear tests of trench backfill for utility work per city specifications:

- **Submit costs for 165 compaction tests (nuclear density test), 10 proctor samples, 1 samples for topsoil borrow testing, 10 gradations (aggregate base, select granular, aggregate backfills), 30 DCP tests with moisture result on Class 5.**

b. Trip charges and technician time:

- **Submit costs for 60 trips and 130 hours of technician time for soils and aggregate testing.**

2. Concrete Testing

a. Slump, air, temperature & 1 set of 4x8 cylinders per 100 CY per mix type per day (4 cylinders is 1 set):

- **Submit costs for Compressive Strength, Curing, & Handling for 50 sets of cylinders and technician time of 125 hours.**
- **Submit total costs for Compressive Strength, Curing, & Handling for 10 field-cured cylinders (per cylinder).**

b. Concrete strength break testing and reports for cylinder sets (one 7-day and three 28-day) and field-cures (as directed by Engineer) cast:

- **Submit costs for sample pickup time of 40 hours and 25 total trips for concrete testing and cylinder pickup.**

3. Bituminous Testing

a. MnDOT gyratory mix properties verification testing per day and Rice Testing per MnDOT 2360. (1 sample per day per mix type)

- **Submit costs for 15 samples.**
- **Submit costs for 15 total trips and 25 hours of technician time for sample pickup and bituminous testing.**

b. Roll pattern establishment via Nuclear density testing (one per day per mix type).

- **Submit total costs for 10 trips and 30 hours of technician time.**

4. Geotechnical and Pavement Evaluation and Recommendations

a. This will only be utilized if very poor soils or unstable base is discovered during excavation or utility construction.

- **A $3,500 allowance will be built into the proposal for the consultant to use on an as needed basis for consulting services.**

5. Project Management & Oversight

- **Submit cost per attached spreadsheet per hour.**

6. Project Administration (Evaluation, Reporting and Analysis Documentation)

- **Consultant shall submit daily reports and other standard documents utilized to summarize daily activity on-site and observations on a routine basis as directed by Engineer.**

For example: **If roll pattern testing is performed in preparation for paving operations – the tests, timing, location, and observations shall be detailed in a daily report.**

- **Final project report summarizing all testing completed.**

D. Project Schedule. The following is the anticipated project schedule:

Start Construction	May 2026
Final Completion	July 1st, 2027

III. PROPOSAL

A. Submission of Proposal. Submit the proposal electronically to:

Ben Phillips
Construction Manager
City of Chanhassen
Bphillips@ChanhassenMN.gov

Proposals shall be received by 4:00 p.m., April 17th, 2026. Proposals received after this time will not be accepted.

B. Proposal Format. Proposals shall be prepared two-sided on 8½" x 11" paper, with all text clear of binding. Use of 11" x 17" fold-out sheets for large tables, charts or diagrams is permissible but shall be limited. The proposal shall be clear and understandable when reproduced in black and white and or color.

C. Copies. The Consultant shall submit one (1) electronic copy of the proposal bearing the Consultant's name and address, and clearly marked as following:

"26-01 Construction Materials Testing"

D. Letter of Transmittal.
Include, at a minimum, the following:

1. Identification of the offering firm(s), including name, address and telephone number of each firm,
2. Acknowledgement of receipt of RFP addenda, if any, and
3. Name, title, address, email address and telephone numbers of contact person during period of proposal evaluation.

E. Consultant Team. Identify all team members and areas of responsibility. Resumes may be requested by City staff during proposal review.

F. Understanding of the Project. The Consultant shall provide a brief, concise description that demonstrates the Consultant's understanding of the project and what needs to be done to successfully complete the work scope.

G. Consultant Fee. Consultant shall provide the detailed cost breakdown as required in the spreadsheet format attached to the proposal. Any modifications must be approved the City prior to submission. A total not-to-exceed cost for all work shall be included.

H. Exceptions and Deviations. The Consultant may include other services outside the scope of this proposal that the firm feels may be needed. The Consultant also may propose cost-saving items. Any exceptions to the requirements in this RFP, including the language in the contractual terms, must be included in the proposal. If the Consultant proposes changes to the scope of work, include a description, reason for the change and added/deducted engineering costs. Segregate all exceptions as a separate element of the proposal under the heading "Exceptions and Deviations".

ITEM NO.	ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE
1	Compaction Testing on Soils (Nuclear Density Test)	EA	105	$_____	$_____
2	Compaction Testing on Granular Materials (Nuclear Density Test)	EA	60	$_____	$_____
3	Proctor Sample & Testing (including Moisture Content)	EA	10	$_____	$_____
4	Topsoil Borrow Sample & Testing	EA	1	$_____	$_____
5	Gradation Sample and Testing	EA	10	$_____	$_____
6	DCP Tests for Aggregate Base (Class 5)	EA	30	$_____	$_____
7	Soils & Granular Materials Testing Trip Charge (ALL)	EA	60	$_____	$_____
8	Soils & Granular Materials Testing Hours (ALL)	HR	130	$_____	$_____
9A	Concrete Testing & Casting Cylinder **Sets** (Compressive Strength, Curing, & Handling)	*EA	50	$_____	$_____
9B	Concrete Testing Hours	HR	125	$_____	$_____
9C	Concrete Testing & Casting **Field-Cured** Cylinders (Compressive Strength, Curing, & Handling)	EA	10	$_____	$_____
10A	Concrete Testing and Cylinder Pickup Trip Charge	EA	25	$_____	$_____
10B	Cylinder Pick Up Hours	HR	40	$_____	$_____
11A	MnDOT Gyratory Bituminous Mix Properties Verification Testing & Rice Testing	EA	15	$_____	$_____
11B	Bituminous Verification Sample Pickup and Testing Hours	HR	0	$_____	$_____
11C	Bituminous Verification Sample Pickup Trip Charge	EA	0	$_____	$_____
12A	Roll Pattern Testing Hours	HR	30	$_____	$_____
12B	Roll Pattern Testing Trip Charge	EA	10	$_____	$_____
13	Evaluation, Reporting, & Analysis Documentation	LS	1	$_____	$_____
14	Geotechnical and Pavement Evaluation Allowance	Allowance	1	$3,500	$3,500
15A	Project Management & Oversight	HR	30	$_____	$_____
15B	Project Administration	HR	50	$_____	$_____
				TOTAL	$_____

*EA indicates a set of 4 cylinders

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this _____ day of _____, 20__, by and between the **CITY OF CHANHASSEN,** a Minnesota municipal corporation ("City") and _____ "Consultant").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Consultant for_____.

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Professional Services Agreement;

B. Request for quote – _____ dated _____, 20___;

C. Insurance Certificate;

D. Consultant's _____, 20___ proposal for_____ ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "D" having the last priority.

3. COMPENSATION. Consultant shall be paid by the City for the services described in the Proposal a not to exceed fee of _____ Dollars ($_____, inclusive of expenses. Services performed directly by Consultant shall be paid at an hourly rate in accordance with the Proposal, subject to the not to exceed fee. The not to exceed fees and expenses shall not be adjusted if the estimated hours to perform a task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall bill the City as the work progresses. Payment shall be made by the City within thirty-five (35) days of receipt of an invoice.

4. DOCUMENT OWNERSHIP. All reports, plans, models, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

7. STANDARD OF CARE. Consultant 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 consultant under similar circumstances. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Consultant's services.

8. INDEMNIFICATION. Consultant shall indemnify and hold harmless the City, its officers, 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 services provided for herein and further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising hereunder.

9. INSURANCE. Consultant shall secure and maintain such insurance as will protect Consultant from claims under the Worker's Compensation Acts, automobile liability, and from claims for bodily injury, death, or property damage which may arise from the performance of services under this Agreement. Such insurance shall be written for amounts not less than:

Commercial General Liability	$2,000,000 each occurrence/aggregate
Automobile Liability	$2,000,000 combined single limit
Professional Liability	$2,000,000 each occurrence/aggregate

The City shall be named as an additional insured on the general liability policy on a primary and non-contributory basis. Before commencing work, the Consultant shall provide the City a certificate of insurance evidencing the required insurance coverage in a form acceptable to City.

10. INDEPENDENT CONTRACTOR. The City hereby retains Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner agents or employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers 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.

11. SUBCONTRACTORS. Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Consultant shall comply with Minnesota Statutes § 471.425. Consultant must pay subcontractors for all undisputed services provided by subcontractors within ten (10) days of Consultant's receipt of payment from City. Consultant must pay interest of one and five-tenths percent (1.5%) per month or any part of a month to subcontractors on any undisputed amount not paid on time to subcontractors. The minimum monthly interest penalty payment for an unpaid balance of One Hundred Dollars ($100.00) or more is Ten Dollars ($10.00).

12. CONTROLLING LAW/VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Carver County Minnesota.

13. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Consultant 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 Consultant pursuant to this Agreement. Consultant 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 Consultant receives a request to release data, Consultant must immediately notify City. City will give Consultant instructions concerning the release of the data to the requesting party before the data is released. Consultant agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Consultant'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. COPYRIGHT. Consultant shall defend actions or claims charging infringement of any copyright or software license by reason of the use or adoption of any software, designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting therefrom.

15. PATENTED DEVICES, MATERIALS AND PROCESSES. If the Contract requires, or the Consultant desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Consultant shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the City. If no such agreement is made or filed as noted, the Consultant shall indemnify and hold harmless the City from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under the Contract, and shall indemnify and defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

16. RECORDS. Consultant shall maintain complete and accurate records of hours worked and expenses involved in the performance of services.

17. ASSIGNMENT. Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

18. WAIVER. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

19. 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.

20. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Consultant. In the event of termination, the City shall be obligated to the Consultant for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination.

Dated: _____, 20__. **CITY OF CHANHASSEN**

BY: _____
Elise Ryan, Mayor

BY: _____
Laurie Hokkanen, City Manager

Dated: _____, 20__. _____

BY: _____
_____
Its _____

Streets - 2026 Street Improvements

Overview

Request Owner	Charlie Howley, PW Director/City Engineer
Department	Annual Pvmnt Mgmt Contracted
Form Type	Capital Improvement
Request Type	Street Construction/Reconstruction
Project Number	ST-012-2026

Description

The 5-year Capital Pavement Management Plan identifies the planned streets for the next five years. The Plan is updated every fall to review priorities and needs, but generally intends to keep the overall condition index (OCI) average across all streets at 70 or higher.

2026 Reconstruction 601-6054-XXXX

The City uses a Pavement Management System in Cartegraph to monitor the condition of City streets. While proper preventative maintenance extends the life of the street and is cost effective, a street will eventually deteriorate to a point that major maintenance is required. Rehabilitation projects exited the life of the street. In cases when utilities or poor subgrade needs to be replaced or where streets have deteriorated to a point where rehabilitation will no longer be practical, reconstruction of the street is necessary. A feasibility study is written to consider the merits of the project, scope of work, costs, and assessments.

The City has an Assessment Policy that identifies what and how much of the project is assessed to benefiting properties.

The 2026 project is a full reconstruction scope.

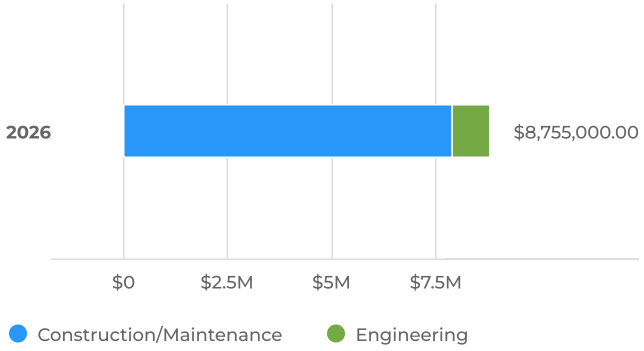
Details

Type of Project	Reconstruction

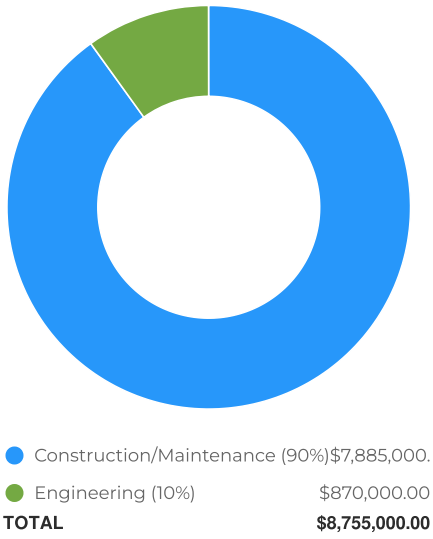
Capital Cost

FY2026 Budget	Total Budget (all years)	Project Total
$8,755,000	$8.755M	$8.755M

Capital Cost by Year



Capital Cost for Budgeted Years



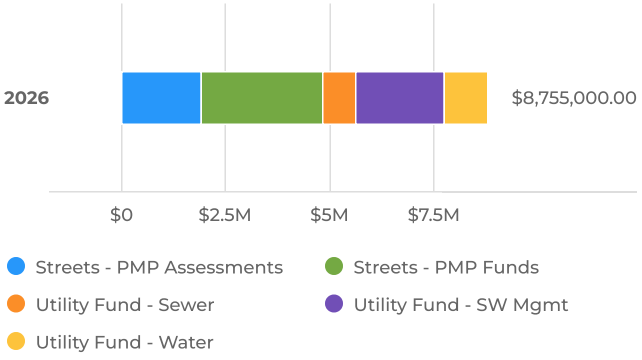
Capital Cost Breakdown

Capital Cost	FY2026	Total
Engineering	$870,000	$870,000
Construction/Maintenance	$7,885,000	$7,885,000
Total	**$8,755,000**	**$8,755,000**

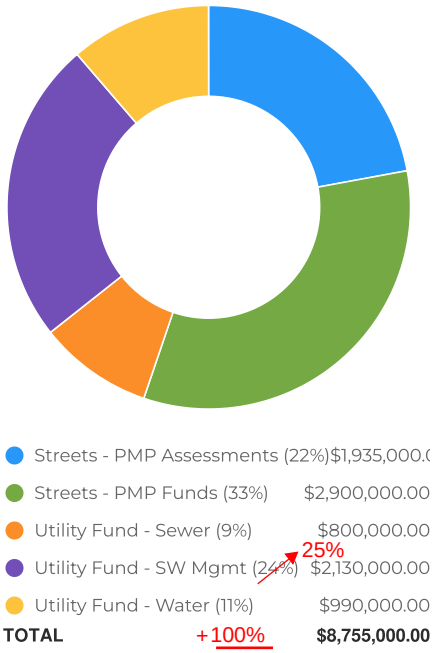
Funding Sources

FY2026 Budget	Total Budget (all years)	Project Total
$8,755,000	$8.755M	$8.755M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2026	Total
Streets - PMP Funds	$2,900,000	$2,900,000
Streets - PMP Assessments	$1,935,000	$1,935,000
Utility Fund - Water	$990,000	$990,000
Utility Fund - Sewer	$800,000	$800,000
Utility Fund - SW Mgmt	$2,130,000	$2,130,000
Total	**$8,755,000**	**$8,755,000**

City Council Item

April 27, 2026

Item	Resolution 2026-XX: Approve Construction Materials Testing Agreement for the Market Boulevard Rehabilitation Project No. 25-02	
File No.	ENG Project No. 25-02 CIP No. ST-012	**Item No:** D.15
Agenda Section	**CONSENT AGENDA**	
Prepared By	Ben Phillips, Engineering Technician III	
Reviewed By	George Bender	

SUGGESTED ACTION

"The Chanhassen City Council adopts a resolution awarding a consulting agreement for construction materials testing to Braun Intertec for the Market Boulevard Rehabilitation Project No. 25-02"

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

The construction for the Market Boulevard Rehabilitation Project No. 25-02 has been awarded to Valley Paving, Inc. Construction activity is expected to begin mid-May 2026.

Construction Materials Testing (CMT) is a required component of the Quality Control/Quality Assurance (QC/QA) process for roadway construction projects of this type, ensuring that all materials - including soils, aggregate base, concrete, and bituminous pavement - meet applicable MnDOT specifications and project requirements.

The Engineering Department solicited proposals from two qualified testing firms - Braun Intertec Corporation and American Engineering Testing, Inc. (AET) - consistent with the city's established practice on prior pavement rehabilitation projects.

BACKGROUND

The project began conceptual design back in February of 2016, starting with a downtown traffic study and developing intersection layout options. After completion of a feasibility study, the project went dormant for a number of years.

In early 2021, the design was reignited with an LRIP grant funding application, which was unsuccessful.

In 2023, the project was added to the CIP with a targeted construction window, which essentially kicked off the design efforts for this project.

Multiple concepts were developed over the next couple of years, and the project grew to include the downtown regional stormwater reuse scope. A previous corridor layout consisting of a single lane of traffic with multiple mini roundabouts was 'Ordered' and advanced to 60% final design before being put on hold in March 2025 for re-evaluation by the City Council.

On October 27, 2025, the City Council 'Ordered the Project', which outlined the currently designed layout.

DISCUSSION

The Engineering Department solicited proposals from American Engineering Testing, Inc. and Braun Intertec Corporation for the construction materials testing and associated professional engineering services required to facilitate the construction of the project. Both firms submitted competitive proposals.

The proposals were reviewed to compare the proposed work scopes, testing rates, and estimated costs. This also included review of the level of effort and clarity of each firm's proposal in meeting the specifications of the project. As necessary, quantity and/or testing rate amounts in the proposals were adjusted to facilitate a fair comparison between the proposals. The proposals were analyzed and the results are as follows:

- Braun Intertec - $72,522.00
- American Engineering Testing - $82,235.00

Both firms have the required certified personnel and are capable of completing the required work. Both firms have successfully completed work for the city on past projects. Staff recommends Braun Intertec be selected for this work.

Braun Intertec's proposal is on a unit-cost basis and billed per personnel hours and/or testing rates provided in their proposal. Staff recommends an agreement amount of $77,000.00 be awarded to allow for minor adjustments to the testing quantities without the need for processing a contract modification.

Braun will submit monthly invoices that staff will review before processing. Staff will review the invoices for accuracy and conformance with the contract.

BUDGET

Funding for the Market Boulevard Rehabilitation Project No. 25-02 will be through the PMP fund budget established by the city for this project.

RECOMMENDATION

Staff recommends the City Council adopt a resolution to approve entering into the contract with Braun Intertec in the amount of $77,000.00 for construction material testing professional services which includes a small contingency for additional services that routinely arise during construction.

ATTACHMENTS

Resolution 2026-XX Award Materials Testing Contract
City of Chanhassen Braun Agreement 25-02
Braun- Chanhassen - Market Boulevard Improvements
AET 25-02 Construction Materials Testing Proposal
25-02 CMT RFP Final

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

DATE: Apirl 27 2026 RESOLUTION NO: 2026-XX

MOTION BY: _____ SECONDED BY: _____

A RESOLUTION AWARDING A CONSULTANT AGREEMENT FOR CONSTRUCTION MATERIALS TESTING FOR THE MARKET BOULEVARD REHABILITATION PROJECT NO. 25-02

WHEREAS, pursuant to a request for proposals for construction material testing for the Market Boulevard Rehabilitation Project No. 25-02, two proposals were received and evaluated that complied with the request for proposal:

Bidder	Quote Amount
Braun Intertec	$72,522.00
American Engineering and Testing	$82,235.00

WHEREAS, it was evaluated by staff that Braun Intertec had the lowest responsible quote and best met the scope of the request for proposals. A consultant contract amount of $77,000.00 is recommended to be awarded to allow for minor revisions to unit price testing quantities during construction to facilitate not needing to approve a contract revision.

NOW, THEREFORE, BE IT RESOLVED by the Chanhassen City Council that the Mayor and City Manager are hereby authorized and directed to enter into a consulting agreement with Braun Intertec in the name of the City of Chanhassen for the construction materials testing professional services for the Market Boulevard Rehabilitation Project No. 25-02 according to the proposal and the plans and specifications on file in the office of the City Engineer.

PASSED AND ADOPTED by the Chanhassen City Council on this 27th day of Apirl 2026.

ATTEST:

_____ _____
Jenny Potter, City Clerk Elise Ryan, Mayor

YES **NO** **ABSENT**

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this 27th day of April, 2026, by and between the **CITY OF CHANHASSEN,** a Minnesota municipal corporation ("City") and **BRAUN INTERTEC CORPORATION** ("Consultant").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Consultant for construction materials testing and associated engineering services.

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Professional Services Agreement;

B. Request for quote – Construction Materials Testing Services for #25-02, Distributed April 3rd, 2026;

C. Insurance Certificate;

D. Consultant's April 20th, 2026, proposal for $77,000.00 ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "D" having the last priority.

3. COMPENSATION. Consultant shall be paid by the City for the services described in the Proposal a not to exceed fee of Seventy-seven Thousand Dollars ($77,000.00), inclusive of expenses. The not to exceed fees and expenses shall not be adjusted if the estimated hours to perform a task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall bill the City as the work progresses. Payment shall be made by the City within thirty-five (35) days of receipt of an invoice.

4. DOCUMENT OWNERSHIP. All reports, plans, models, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes. Notwithstanding the foregoing, the information is not intended or represented to be suitable for reuse by the City or others on extensions or modifications of the services or on any other project. Any such reuse without written verification or adaptation by Consultant for the specific purpose intended will be at the City's sole

risk, and the City agrees to hold Consultant harmless for all costs and liability arising out of such unauthorized use.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

7. STANDARD OF CARE. Consultant 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 consultant under similar circumstances, at the same time and in the same locality. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Consultant's services.

8. INDEMNIFICATION. Consultant shall indemnify and hold harmless the City, its officers, agents, and employees, of and from any and all claims, demands, actions, causes of action, including costs and attorney's fees, to the extent caused by the negligent execution or performance of the services provided for herein and further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising hereunder.

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Commercial General Liability	$2,000,000 each occurrence/aggregate
Automobile Liability	$2,000,000 combined single limit
Professional Liability	$2,000,000 each claim/aggregate

The City shall be named as an additional insured on the general liability policy on a primary and non-contributory basis. Before commencing work, the Consultant shall provide the City a certificate of insurance evidencing the required insurance coverage in a form acceptable to City.

10. ALLOCATION OF LIABILITY. Notwithstanding anything to the contrary, in no event will Consultant be liable for any consequential, indirect, incidental, special, exemplary, punitive, or enhanced damages, and in no event will Consultant's aggregate liability arising out of this Agreement, or the services performed exceed the amount of the applicable insurance limits set forth in the Agreement.

11. INDEPENDENT CONTRACTOR. The City hereby retains Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner agents or employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers 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.

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14. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Consultant 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 Consultant pursuant to this Agreement. Consultant 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 Consultant receives a request to release data, Consultant must immediately notify City. City will give Consultant instructions concerning the release of the data to the requesting party before the data is released. Consultant agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Consultant'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.

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16. PATENTED DEVICES, MATERIALS AND PROCESSES. If the Contract requires, or the Consultant desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Consultant shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the City. If no such agreement is made or filed as noted, the Consultant shall indemnify and hold harmless the City from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under the Contract, and shall indemnify and defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

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18. ASSIGNMENT. Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

19. WAIVER. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

20. 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.

21. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Consultant. In the event of termination, the City shall be obligated to the Consultant for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination.

Dated: _____ **CITY OF CHANHASSEN**

BY: _____
Elise Ryan, Mayor

BY: _____
Laurie Hokkanen, City Manager

Dated: _____

BRAUN INTERTEC CORPORATION

BY: _____

_____

Its _____

April 20, 2026 Proposal 10010488_001

Ben Phillips
City of Chanhassen
7700 Market Blvd
Chanhassen, MN 55317

Re: Proposal for Construction Materials Testing Services
Market Boulevard Improvements
S.A.P. 194-123-002, 25-02
Chanhassen, Minnesota

Dear Mr. Phillips:

Braun Intertec Corporation (Braun Intertec) submits this proposal to provide construction materials testing services for the Market Boulevard Improvements Project in Chanhassen, Minnesota.

Our Understanding of Project

We understand this project will include selective reclamation and reconstruction of the existing roadways. Roadways involved in this project include Chan View Street and Market Boulevard. Construction will include subgrade preparation, aggregate base placement, reclaimed aggregate base, new concrete curb and gutter, sidewalk, and driveways along with a new bituminous pavement. A small retaining wall will be part of the project. Improvements to the sanitary, storm, and water main utilities will also be part of this project.

This is a City of Chanhassen project with state-aid funding. Projects that are constructed with state-aid funding are required to perform Quality Control and Quality Assurance (QC/QA) testing in accordance with the Minnesota Department of Transportation's (MnDOT's) 2025 Standard Specifications for Construction and MnDOT's Schedule of Materials Control. This project is using MnDOT's 2025 State Aid for Local Transportation (SALT) Schedule of Materials Control. Personnel with MnDOT certifications must complete the monitoring and testing. Braun Intertec will perform the QA field testing on the project as listed in our scope of services and as shown on our attached cost estimate table. The contractor will be responsible for performing all of the required QC testing and submitting all the documentation upon completion of the project. An audit of the project could be conducted upon completion. The audit may include reviewing tests and paperwork provided by your QC/QA representative.

Available Project Information

This proposal was prepared using the following documents and information.

- Project 90 percent plans prepared by Kimley-Horn and Associates, Inc., dated February 20, 2026.

- City of Chanhassen Standard Specifications and Detail Plates prepared by the City of Chanhassen, dated January 22, 2026.
- Request for Proposals provided by the City of Chanhassen, dated February 9 ,2026 and provided to Braun Intertec via email on April 7, 2026.

Braun Intertec Project Team

For this project we propose using Tom Loosbrock as a lead senior technician and Jacob Collins as our project manager. Tom and Jacob will be supported by account leader Andrew Valerius, and principal engineer Charles Cadenhead. The project team has provided services on many City of Chanhassen projects in the past including: Crimson Bay Street Improvements, Galpin Boulevard, 2024 Street Reconstruction, 2023 Mill and Overlay Project, Orchard Lane Area Improvements, Minnewashta Manor Neighborhood Street Reconstruction, and the 2023, 2022, 2017, and 2016 Street Resurfacing and Rehabilitation Projects and state-aid projects Lake Lucy Road Rehabilitation, Lake Drive Improvements, and Minnewashta Parkway Rehabilitation.

Tom Loosbrock is a senior engineering assistant with more than 20 years of experience in materials testing and is responsible for field operation coordinating, general project management; soil density testing using nuclear and sand cone methods; soil excavation observations; DCP testing, concrete testing and bituminous testing. Tom has worked on many state-aid projects throughout his career and is familiar with MnDOT specification, and the schedule of materials control.

Jacob Collins is a project manager and will be the main point of contact for this project. Jacob has more than 18 years of experience with special inspections and testing. His extensive on-site testing and special inspection experience related to concrete, masonry, structural steel, fireproofing, soils as well as with MnDOT testing for transportation will help any project as project manager. Jacob also assists technicians on-site with training to help ensure the tests and observations are done properly in accordance with the project at hand.

Andrew Valerius is a senior project manager with more than 20 years experience who is responsible for overseeing the quality control and day-to-day operations of engineering technicians involved in roadway and bridge projects, especially for state-aid and federally-funded projects. He has extensive experience working with the Minnesota Department of Transportation's (MnDOT) Schedule of Materials Control and MnDOT's Standard Specifications for Construction. Internally, he help leads the Braun Intertec transportation construction materials testing group for the State of Minnesota. Andrew also helps organize and presents at many educational sessions that focus on MnDOT's specifications and procedures. Andrew's past experience providing field services, such as soil density testing, concrete testing, bituminous and concrete batch plant observations, and testing services has allowed him to gain the necessary knowledge of field testing practices and practical site experience to perform his senior project manager role at a high level and deliver quality results safely.

Charles Cadenhead has more than 30 years of experience in the transportation industry and more than 25 years of experience in delivering construction projects for owners (MnDOT and Anoka County) and other clients. With every project, from design-bid-build to design-build Charles has been one of the primary individuals entrusted with quality oversight from all aspects. While working for MnDOT his primary focus was on the construction side of projects, however with his experience at Anoka County and as a consultant he has been involved in both design and construction quality management. At Anoka County he was involved as early as the right-of-way process and used his expertise in construction to help manage risks associated with the design of projects. Projects have been various in size from simple span bridges and mill and overlays to large design-build projects with over $200 million in construction. Charles brings years of contract administration and change management experience to bear in order to arrive at a successfully completed project.

Resumes for Tom Loosbrock, Jacob Collins, Andrew Valerius, and Charles Cadenhead are attached to highlight their expertise and experience with projects similar to this one.

Braun Intertec Project Personnel

For this project, we will provide technicians that are MnDOT certified in each specialized field. For the proposed scope of services, our staff will have the following certifications:

- Aggregate Production
- Grading & Base Tester
- Concrete Field Tester
- Bituminous Street Inspector
- Bituminous Plant Tester
- MnDOT or ACI Strength Testing

Accredited Laboratory

In the 2025 SALT Schedule of Material Control, which is part of this project's testing requirements, MnDOT requires laboratories performing acceptance tests for payment to be accredited by the AASHTO Resource (formerly AASHTO Materials Reference Laboratory [AMRL]) for all test procedures performed.

Braun Intertec is one of the few independent testing companies that is accredited in the metro area. With Braun Intertec's Metro Material Laboratory typically operating 24 hours a day, laboratory test results are delivered in a timely manner.

Scope of Services

Testing services will be performed on an on-call, as-needed basis as requested and scheduled by you or your on-site project personnel. Based on our understanding of the project, we propose the following services.

Soil Related Services

- Perform nuclear gauge density tests on sub-grade preparation, common embankment, select granular embankment, retaining wall backfill, and utility backfill materials.
- Perform Dynamic Cone Penetrometer (DCP) tests on aggregate base material.
- Perform Full Depth Reclaim Dynamic Cone Penetrometer (DCP) tests on full depth reclaim (FDR) materials.
- Perform moisture content tests at time of compaction on sub-grade preparation, common embankment, select granular embankment, retaining wall and utility backfill and aggregate base.
- Perform gradation tests on full depth reclaim, select granular borrow, retaining wall backfill and aggregate base materials.
- Perform laboratory standard Proctor tests on backfill and fill materials.
- Prepare the preliminary and final grading and base report along with assembling the random sampling locations report for the aggregate base according to MnDOT Specifications.

Concrete Field Testing Related Services

- Sample and test the plastic concrete for slump, air content, and temperature prior to placement. We assume that we will be able to appropriately dispose of excess concrete (and associated wash water) on site at no additional cost to us.
- Prepare 4-inch by 8-inch cylinders for compressive strength testing. A set of 4 cylinders will be cast, with 1 tested at 7 days and 3 at 28 days for each set cast. Per the request for proposal, we have included 10 field cure cylinders, if additional field cure cylinders are requested, each additional cylinder will be charged at the unit price listed in our cost estimate.
- Laboratory compressive strength testing of cylinders.

Bituminous Related Services

- Collect verification samples per MnDOT's 2360 specification and randomly select one sample per day per mix to run quality assurance tests on. Perform quality assurance tests on the verification samples which include the following tests: Rice specific gravity, asphalt content, extracted aggregate gradation, gyratory density, coarse aggregate angularity, and fine aggregate angularity. Compare agency test results with contractor's test results for compliance with MnDOT 2360 specification.
- Measure the in-place wet density of the fresh bituminous with a nuclear density gauge to observe and document the contractor's roll pattern (ordinary compaction).

Reporting and Project Management

Test results will be issued weekly for the project as the various tasks are performed. If, at any time, there are failing tests which do not appear to be in accordance with the plans and specifications or MnDOT's Schedule of Materials Control, we will notify the engineer's representative and any others that we are directed to notify.

Before the final project closeout, we will issue a final report. The report will include the following:

- Braun Intertec technician roster for technicians that conducted testing on the project.
- Completed MnDOT Materials Certification Exceptions Summary for items tested by Braun Intertec.
- Completed Preliminary and Final Grading and Base Report.
- Moisture, Density, DCP, Proctor and Gradation tests.
- Concrete compressive strength results.
- Bituminous verification test results.
- Bituminous contractor's summary sheets.
- Copies of concrete and bituminous plant certifications.

Basis of Scope of Work

The costs associated with the proposed scope of services were estimated using the following assumptions. If the construction schedule is modified or the contractor completes the various phases of the project at different frequencies or durations than shown in this proposal, we may need to adjust the overall cost accordingly. The scope of work and number of trips required to perform these services are as shown in the attached table. Notable assumptions in developing our estimate include:

- We were provided estimated quantities of tests, hours, and quantities to use for the purposes of this estimate. These numbers were provided within the Request for Proposal.
- We understand it will take 40 trips to complete the nuclear density gauge, dynamic cone penetration, and soil sampling on this project.
- We understand 45 sets of concrete tests will be required to complete the project. We understand that 10 additional field-cured cylinders may be requested for the project.
- We understand bituminous paving will be completed in 8 days for this project.
- We assume MnDOT Metro Inspections will perform concrete batch plant monitoring and testing for this project.
- We assume MnDOT Metro Inspections will perform bituminous plant monitoring and testing for this project.
- We assume your full-time on-site construction observer will observe the test rolling for this project.
- We assume the project engineer of record will review and approve the contractor's quality control submittals and test results.

- You, or others you may designate, will provide us with current and approved plans and specifications for the project. Modification to these plans must also be sent to us so we can review their incorporation into the work.
- We will require a minimum of 24 hours' notice for scheduling inspections for a specific time. Shorter than 24 hours' notice may impact our ability to perform the requested services, and the associated impacts will be the responsibility of others.

If the work is completed at different rates than described above, this proposal should be revised.

Cost and Invoicing

We will furnish the services described herein for an estimated fee of **$72,522**. **Our estimated costs are based on industry averages for construction production. Depending on the contractor's performance, our costs may be significantly reduced or slightly higher than estimated**. A tabulation showing our estimated hourly and/or unit rates associated with our proposed scope of services is also attached. The actual cost of our services will be based on the actual units or hours expended to meet the requirements of the project documents.

This cost estimate was developed with the understanding that the scope of services defined herein will be required and requested during our normal work hours of 6:00 a.m. to 4:00 p.m., Monday through Friday. Services that we are asked to provide to meet the project requirements or the contractor's construction schedule outside our normal business hours will be invoiced using an overtime rate factor. The factor for services provided **outside** our normal work hours or on Saturday will be 1.25 times the listed hourly rate for the service provided. The factor for services provided on Sunday or legal holidays will be 1.5 times the listed hourly rate for the service provided. We have not included premiums for overtime in our cost estimate; however, we recommend that allowances and contingencies be made for overtime charges based on conversations with the contractor. You will be billed only for services provided on a time and materials basis.

Because our services are directly controlled by the schedule and performance of others, the actual cost may vary from our estimate. It is difficult to project all of the services and the quantity of services that may be required for any project. If services are required that are not discussed above, we will provide them at the rates shown in the attached table or, if not shown, at our current Schedule of Charges. We will invoice you on a monthly basis.

General Remarks

We will be happy to meet with you to discuss our scope of services further and clarify the various scope components.

We appreciate the opportunity to present this proposal to you. After review this proposal, if selected, we will attach our estimate to the city provided terms and conditions after legal review within Braun Intertec and the City of Chanhassen. Braun Intertec will not release any written reports until we have received a signed agreement.

We appreciate the opportunity to present this proposal to you. We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components. Braun Intertec will not release any written reports until we have received a signed agreement. Ordering services from Braun Intertec constitutes acceptance of the terms of this proposal.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please contact Jacob Collins at 612.418.8570 (jacollins@braunintertec.com).

Sincerely,

Braun Intertec Corporation

Jacob D. Collins
Project Manager

Andrew M. Valerius
Director, Senior Project Manager

Charles M. Cadenhead, Jr., PE
Vice President, Principal Engineer

Attachments:
Cost Estimate Table
City of Chanhassen Provided – Qty Item Price List
Resumes –Jacob Collins, Andrew Valerius, and Charles Cadenhead

The proposal is accepted, and Braun Intertec is authorized to proceed.

_____
Authorizer's Firm

_____
Authorizer's Signature

_____
Authorizer's Name (please print or type)

_____
Authorizer's Title

_____
Date

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Fee Estimate
10010488_001
Chanhassen - 25-02 Market Blvd SAP 194-123-002

Client:
City of Chanhassen
Ben Phillips
7700 Market Blvd
Chanhassen, MN 55317-8363

Work Site Address:
Chanhassen, Minnesota 55317

		Qty/Hours	Rate	Amount
Task 1: Construction Materials Testing				
Subtask 1.1: Soils Testing				**$17,910.00**
Soil Compaction Testing - Nuclear - Item 8		60.00	102.00	$6,120.00
Soil Compaction Testing - Non Nuclear - Item 8		45.00	102.00	$4,590.00
Soil Sample pick-up - Item 8		15.00	102.00	$1,530.00
Nuclear moisture-density meter charge, per hour		60.00	32.00	$1,920.00
Compaction Testing on Soils - Item 1	*50 Ea @ 1 Qty*	*50.00*		
Compaction Testing on Granular - Item 2	*10 Ea @ 1 Qty*	*10.00*		
Trip Charge - Soils Trip Charge - Item 7		40.00	50.00	$2,000.00
Geotechnical Evaluation Allowance - Item 14		1.00	1,750.00	$1,750.00
Subtask 1.2: Concrete Testing				**$17,550.00**
Concrete Testing - Item 9B		125.00	102.00	$12,750.00
Concrete Cylinder Pick Up - Item 10B		25.00	102.00	$2,550.00
Trip Charge - Concrete Trip Charge - Item 10A		45.00	50.00	$2,250.00
Subtask 1.3: Asphalt Testing				**$6,300.00**
Sample pick-up - Asphalt Sample pick-up - Item 11B		20.00	102.00	$2,040.00
Compaction Testing - Nuclear - Asphalt Roll Pattern - Item 12A		15.00	102.00	$1,530.00
Trip Charge - Asphalt Trip Charge		10.00	50.00	$500.00
Sample pick-up Trip Charge - Item 11C	*5 Ea @ 1 Qty*	*5.00*		
Roll Pattern Trip Charge - Item 12B	*5 Ea @ 1 Qty*	*5.00*		
Nuclear moisture-density meter charge, per hour - Item 12A		15.00	32.00	$480.00
Pavement Evaluation Allowance - Item 14		1.00	1,750.00	$1,750.00
Subtask 1.4: Laboratory Testing				**$19,742.00**
Soil Proctor MD Relationship (Standard) each - Item 3		11.00	216.00	$2,376.00
Soil Topsoil Testing with Nutrients MnDOT 3877 2B each - Item 4		2.00	445.00	$890.00
Sieve Analysis with No. 200 wash (ASTM C136 and C117) - Item 5		12.00	168.00	$2,016.00
Concrete Compressive Strength Cylinders ASTM C39 each		190.00	42.00	$7,980.00
Concrete Cylinder Sets	*45 Sets @ 4 Qty*	*180.00*		
Field-Cured Cylinders	*10 Ea @ 1 Qty*	*10.00*		
MnDOT Asphalt Verification, per sample - Item 11A		8.00	810.00	$6,480.00
Subtask 1.5: Project Management				**$11,020.00**
Project Manager - Item 15A		15.00	186.00	$2,790.00
Project Assistant - Item 15B		30.00	102.00	$3,060.00
Senior Project Manager - Item 13		4.00	218.00	$872.00
Principal Engineer - Item 13		2.00	254.00	$508.00
Project Manager - Item 13		15.00	186.00	$2,790.00
Final Report - SAP Final Report - Item 13		1.00	1,000.00	$1,000.00
Task 1 Total:				**$72,522.00**
Project Total				**$72,522.00**

Chanhassen - Market Blvd Improvement Project 25-02 (SAP 194-123-002)

ITEM NO.	ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE	COMMENTS
1	Compaction Testing on Soils (Nuclear Density Test)	EA	75	$21.33	$1,600	Charged per hour as "Nuclear moisture-density meter" Assumes 1.5 Ea per hour estimate (50 hours assumed)
2	Compaction Testing on Granular Materials (Nuclear Density Test)	EA	15	$21.33	$320	Charged per hour as "Nuclear moisture-density meter" Assumes 1.5 Ea per hour estimate (10 hours assumed)
3	Proctor Sample & Testing (including Moisture Content)	EA	11	$216.00	$2,376	
4	Topsoil Borrow Sample & Testing	EA	2	$445.00	$890	
5	Gradation Sample and Testing	EA	12	$168	$2,016	
6	DCP Tests for Aggregate Base (Class 5)	EA	30	$0	$0	No additional charge per each DCP. Cost is only per hour of technician.
7	Soils & Granular Materials Testing Trip Charge (ALL)	EA	40	$50	$2,000	
8	Soils & Granular Materials Testing Hours (ALL)	HR	120	$102	$12,240	
9A	Concrete Testing & Casting Cylinder Sets (Compressive Strength, Curing, & Handling)	*EA	45	$168	$7,560	Will be charged per cylinder. Price displayed to left is per set assuming 4 cylinders.
9B	Concrete Testing Hours	HR	125	$102	$12,750	
9C	Concrete Testing & Casting Field-Cured Cylinders (Compressive Strength, Curing, & Handling)	EA	10	$42	$420	
10A	Concrete Testing and Cylinder Pickup Trip Charge	EA	45	$50	$2,250	
10B	Cylinder Pick Up Hours	HR	25	$102	$2,550	
11A	MnDOT Gyratory Bituminous Mix Properties Verification Testing & Rice Testing	EA	8	$810	$6,480	
11B	Bituminous Verification Sample Pickup and Testing Hours	HR	20	$102	$2,040	
11C	Bituminous Verification Sample Pickup Trip Charge	EA	5	$50	$250	
12A	Roll Pattern Testing Hours	HR	15	$134	$2,010	Price listed is combined lines of "nuclear moisture-density meter charge" and "Compaction Testing - Nuclear" both per hour
12B	Roll Pattern Testing Trip Charge	EA	5	$50	$250	
13	Evaluation, Reporting, & Analysis Documentation	LS	1	$5,170	$5,170	Charges include Final Report (ea), Project Manager (hour), Senior Project Manager (hour), and Principal Engineer (hour)
14	Geotechnical and Pavement Evaluation Allowance	Allowance	1	$3,500	$3,500	Half listed with "Soils Testing" for Geotechnical Evaluation and half listed with "Pavement Testing" for Pavement Evaluation
15A	Project Management & Oversight	HR	15	$186	$2,790	
15B	Project Administration	HR	30	$102	$3,060	
				TOTAL	$72,522	

*EA indicates a set of 4 cylinders

Thomas R. Loosbrock

Field Operations Coordinator, Senior Field Technician

Mr. Loosbrock is a field operations coordinator responsible for field scheduling; general project management; soil excavation observations; soil density testing; reinforced concrete observations & testing; reinforced masonry observations & testing and pre-stressed concrete inspections. Tom is familiar with MnDOT specifications, MnDOT schedule of materials control, and has been the lead technician on many state-aid and federal projects throughout his career.

Tom was responsible for managing, performing field observations, and testing on the following projects and has more than 20 years of experience:

Project Experience

- Galpin Boulevard Improvements SAP 194-115-004, Chanhassen, MN (Spring 2024 to Fall 2025)
- Chanhassen 2025 Pavement Rehabilitation 25-01, Chanhassen, MN (Summer 2025)
- 2024 City of Chanhassen City Pavement Rehabilitation 24-01, Chanhassen, MN (Summer 2024 to Summer 2025)
- 2023 City of Chanhassen Mill & Overlay Projects, Chanhassen, MN (Summer 2023 to Fall 2023)
- 2023 City of Chanhassen Pavement Rehabilitation Project Chanhassen, MN (Summer 2023
- 2023 City of Chaska Street Reconstruction, Chaska, MN (Summer 2023
- 2022 Lake Lucy Road Rehab Project, Chanhassen, MN (Summer 2022)
- 2022 City of Chanhassen Reconstruction, Chanhassen, MN (Summer 2022)
- 2022 City of Chaska Street Reconstruction, Chaska, MN (Summer 2022)
- 2021 City of Chanhassen Street Reconstruction, Chanhassen, MN (Summer 2021)
- 2021 City of Chaska Street Reconstruction, Chaska, MN (Summer 2021)
- 2020 City of Chaska Street Reconstruction, Chaska, MN (Summer 2020)
- 2019 City of Chaska Street Reconstruction, Chaska, MN (Summer 2019)
- City of Chanhassen Lake Drive Improvements, Chanhassen, MN (Summer 2019)
- 2018 City of Chaska Street Reconstruction (Summer 2018)
- CSAH 83, Shakopee, MN (Summer 2016 to Fall 2017)
- TH 5 Reconstruction, Waconia, MN (Summer 2015 to Spring 2016)
- Vicksburg Lane Reconstruction, Plymouth, MN (Summer 2015 to Fall 20

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Experience

Industry: 20 years
Braun Intertec: 4 years

Education

B.S., Agricultural Systems Technology, South Dakota State University

Certifications

International Code Council (ICC) Certified: Reinforced Concrete Special Inspector, Structural Masonry Special Inspector, Prestressed Concrete Special Inspector, Soils Special Inspector
No. 1136593

American Concrete Institute (ACI) Concrete Field Testing Technician Grade I
No. 00936257

MnDOT Certified:
Aggregate Production
Grading and Base Level I & II
Bituminous Street Level I
Bituminous Plant Inspector Level I
Concrete Field Level I & II
Concrete Plant Inspector Level I
Bridge Construction Level I & II
No. 07515

Jacob D. Collins

Project Manager

Jacob joined Braun Intertec in 2022 as a project manager. Jacob has more than 20 years of experience with special inspections and testing. He now acts as a project manager for commercial and transportation projects. His extensive on-site testing and special inspection experience related to concrete, masonry, structural steel, fireproofing, soils as well as with MnDOT testing for transportation will help any project as project manager. Jacob also assists technicians on-site with training to help ensure the tests and observations are done properly in accordance with the project at hand.

Project Experience

- Preska Hall – Mankato State University – Mankato, MN (2011-2012)*
- St. Cloud State University Integrated Science and Engineering Laboratory Facility (ISELF) – St. Cloud, MN (2012-2013)*
- Herb Brooks National Hockey Center – Entrance Expansion – St. Cloud, MN –2012-2013)*
- North Hennepin Community College – Bioscience and Health Career Center – Brooklyn Park, MN – (2013-2014)*
- Mall of America – Phase 1C Expansion – Bloomington, MN – (2014-2016)*
- Encore Apartments – Minneapolis, MN – (2015-2016)*
- University of Minnesota – Athletes Village – Minneapolis, MN (2016-2017)*
- Various Local Municipality Street and Utility Improvements – Anoka, Brooklyn Center, Coon Rapids, Maple Grove, Ramsey, Robbinsdale – (2017-2022)*
- North Loop Apartments – Project 1 – Minneapolis, MN (2018-2019)*
- 1701 Nicollet Avenue Apartments – NICO I – Minneapolis, MN (2019)*
- 2924 Bryant Avenue Apartments – Minneapolis, MN (2020)*
- Robbinsdale Water System Improvements – Water Treatment Facility – Robbinsdale, MN – (2020-2022)*
- Cityline Apartments – Minneapolis, MN – (2021-2022)*
- NICO II Apartments – Minneapolis, MN – (2021-2022)*

*While employed by another firm.

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Experience

Industry: 20 years
Braun Intertec: 4 years

Education

Civil Engineering
University of Minnesota

Certifications

PTI Level 2 Unbonded PT Inspector
ICC Structural Steel 1 Framing and Bolting
ICC Structural Steel 2 Welding
ICC Steel Reinforced Concrete
ICC Fireproofing
ICC Soils
ACI Field Technician
MnDOT Aggregate Production
MnDOT Concrete Field
MnDOT Concrete Plant
MnDOT Bituminous Street
MnDOT Bituminous Plant
MnDOT Grading & Base Tester
MnDOT Grading & Base Inspector

- University of Minnesota – Microbial Cell Production Facility (MCPF) – St. Paul, MN – (2021-2022)*
- Farmington – 2022 Street and Utility Improvements – Farmington, MN (2022)
- St. Therese Senior Community – Corcoran, MN (2022-2024)
- Cottage Grove 100th Street, 105th Street, & Ideal Avenue Improvements – Cottage Grove, MN (2022-2023)
- Cottage Grove – South District Street and Utility Improvements – Cottage Grove, MN (2022-2023)
- Northfield 2022 NW Area Mill and Overlay Project – Northfield, MN (2022)
- Brooklyn Center – Woodbine Area Improvements / 53rd Avenue Mill & Overlay – SAP 109-116-003, SAP 109113-002 – Brooklyn Center, MN (2022)
- Crew Carwash – West St. Paul – West St. Paul, MN (2022)
- Edina Community Center 2022 Improvements – Edina, MN (2022)
- City of Cottage Grove – Glacial Valley Park Improvements (2022-2023)
- City of Carver – Ironwood Park Improvements – Carver, MN (2022-2023)
- Carver Elementary 2022 Addition – Carver, MN (2022-2023)
- Chanhassen – 2022 Lake Lucy Road Rehabilitation – SAP 253-102-001 – Chanhassen, MN (2022)
- Cottage Grove – E Point Douglas and Jamaica Avenue – SAP 180-110-014, Cottage Grove, MN (2023-2024)
- City of Brooklyn Center – 2023 Street and Utility Improvements – CP 23-01, CP 23-02, and CP 23-03 – Brooklyn Center, MN (2023)
- City of Maple Grove – Lakeview Knolls Site Pickleball – Maple Grove, MN (2023)
- Cottage Grove – Low Zone Water Treatment Plant – Cottage Grove, MN (2023-2025)
- Chanhassen – 2023 City Pavement Rehabilitation – CP 23-01 – Chanhassen, MN (2023)
- Ramsey – The COR Grading Improvements – Ramsey, MN (2023)
- Chanhassen – Galpin Boulevard Reconstruction – SAP 194-115-004 – Chanhassen, MN (2024-Current)
- TH 41 / Organic Recycling Facility Driveway Intersection Improvements – SP 7010-115 – Shakopee, MN (2024)
- County Road 5 Extension – SAP 043-605-016 SAP 043-609-019 – Winsted, MN (2024-2025)
- Brooklyn Center Orchard Lane East Improvements – Brooklyn Center, MN – (2024-2025)
- Cottage Grove - Intermediate Zone Water Treatment Plant – Cottage Grove, MN (2025-Current)
- Chanhassen – Crimson Bay Road Rehabilitation – SP 1002-123 – Chanhassen, MN (2025-Current)
- Northfield Mill Towns State Trail – Northfield, MN (2025-Current)
- Maple Grove The Commons and Waldon Shores Area Street Reconstruction – CP 2025-03 – Maple Grove, MN (2025)

*While employed by another firm.

Andrew M. Valerius

Director, Senior Project Manager

Andrew is a senior project manager who is responsible for overseeing the quality control and day-to-day operations of engineering technicians involved in roadway and bridge projects. Specializing in state-aid and federally-funded projects, he has extensive experience working with the Minnesota Department of Transportation's (MnDOT) Schedule of Materials Control and MnDOT's Standard Specifications for Construction. From past work he has a working relationship with MnDOT staff and is able to get timely responses to questions and resolve issues to keep projects on schedule. Internally, Andrew helps lead the Braun Intertec transportation construction materials testing group for the State of Minnesota. Andrew also helps organize and presents at many educational sessions that focus on MnDOT's specifications and procedures. Andrew's past experience providing field services, such as soil density testing, concrete testing, bituminous and concrete batch plant observations, and testing services has allowed him to gain the necessary knowledge of field testing practices and practical site experience to perform his senior project manager role at a high level to deliver quality results safely.

Project Experience

Andrew has worked on numerous local government projects including many MnDOT state-aid and federally funded projects while with Braun Intertec. He has provided material testing oversight and review for the following cities:

- *City of Bloomington, Bloomington, MN* — Oversaw the Construction Material Testing for the City of Bloomington's projects during the 2024, 2019, 2017, 2016, 2015, 2014, and 2011 construction season.* Also provided oversight of the Normandale Boulevard Reconstruction Project and the Old Cedar Avenue Roadway and Trail Improvement Project during the 2017 and 2018 Construction Seasons for the City of Bloomington.
- *City of Lakeville, Lakeville, MN* — Oversaw the Construction Material Testing for the City of Lakeville's projects since 2009.*
- *City of Apple Valley, Apple Valley, MN* — Oversaw the Construction Material Testing for the City of Apple Valley's projects since 2010.*
- *City of Edina, Edina, MN* — Oversaw the Construction Material Testing for the City of Edina's state aid/federal projects since 2009.*

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Experience

Industry: 20 years
Braun Intertec: 20 years

Education

B.S. Technology Assessment and Management
St. Cloud State University

Certifications

MnDOT Certified #13631
Aggregate Production
Concrete Field Tester & Inspector
Grading & Base Tester & Inspector
Concrete Plant Tester
Bituminous Plant Tester
Bituminous Street Inspector

- *City of Chaska, Chaska, MN* — Oversaw the Construction Material Testing for the City of Chaska's state aid/federal projects since 2009.*
- *City of Plymouth, Plymouth, MN* — Oversaw the Construction Material Testing for various City of Plymouth's state aid/ federal projects since 2009.*
- *City of St. Paul, St. Paul, MN* — Oversaw the Construction Material Testing for the City of St. Paul's projects during the 2009 construction season. Currently provides a supporting role to our John Rutherford our project manager.*
- *City of St.* Louis Park, St. Louis Park, MN -- Oversaw the Construction Material Testing for various City of St. Louis Park's state aid/ federal projects since 2009.*
- *City of Hastings, Hastings, MN* — Oversaw the Construction Material Testing for various City of Hastings' projects since 2009.*
- *MN State Government Shutdown, Various Cities, MN* — Provided project management for bituminous and concrete batch plant observations and testing for numerous cities and projects during the three week government shutdown in 2011.*

MnDOT Project Experience

Andrew has worked on numerous MnDOT projects while with Braun Intertec. He has provided materials testing oversight and review for the following major projects:

- *TH 13/101, Savage, MN* — Schedule Materials Control Coordinator responsible for ensuring overall compliance with the Schedule of Materials Control, verify testing rates, and preparing year end materials certification for the project. Mr. Valerius coordinated with the QC/QA staff and also filled in for the Quality Manager/Construction Quality Manager at times during construction.
- *I-35W Bridge over the Mississippi River, Minneapolis, MN* — Performed more than 1,000 hours of grading and base testing required for this major bridge replacement project.
- *Central Corridor Light Rail Project, West and East Project, Minneapolis and St. Paul, MN* — Providing a supporting role to our Project Managers with guidance in MnDOT testing procedures and protocol.
- *Advance Traffic Improvements Central Corridor Light Rail Project, Minneapolis, MN* — Oversaw construction materials testing on the Advance Traffic Improvements project which included many streets around the University of Minnesota.
- *4th Street Advanced Utilities, Central Corridor Light Rail Project, St. Paul, MN* — Provided Project Management oversight on the 4th Street Advanced Utility project on numerous streets in downtown St. Paul.

Charles Cadenhead, PE

Vice President, Principal Engineer

Charles brings more than 30 years of experience in the transportation industry and more than 26 years of experience in delivering construction projects for owners (MnDOT and Anoka County) and other clients. With every project, from design-bid-build to design-build Charles has been one of the primary individuals entrusted with quality oversight from all aspects. While working for MnDOT his primary focus was on the construction side of projects, however with his experience at Anoka County and as a consultant he has been involved in both design and construction quality management. At Anoka County he was involved as early as the right-of-way process and used his expertise in construction to help manage risks associated with the design of projects. Projects have been various in size from simple span bridges and mill and overlays to large design-build projects with over $400 million in construction. Charles brings years of contract administration and change management experience to bear in order to arrive at a successfully completed project.

Project Experience

For the past 8 years Charles has served as a Principal in Charge of municipal and state projects for Braun Intertec working with Project Managers and Technicians to provide engineering expertise and guidance. Below are larger projects in which Charles was heavily involved in the development and implementation of project construction, quality, and completion to meet the various requirements needed to satisfy high quality projects.

TH494 Design Build | MnDOT
Bloomington, Minnesota | 8/2024 - Present
Quality Manager. MnDOT is reconstructing the I494 with additional lanes, bridges, retaining walls, movement of utilities and multiple staging efforts to reduce congestion on this heavily trafficked corridor. Charles is the Quality Manager for the project and oversees the design Quality Manager and Construction Quality Manager for this project. Charles was responsible for setting up the five quality manuals for the project and has worked with the designer, contractor, and owner to help manage the delivery of the project while meeting the project quality standards. *25% Commitment*

BRAUN INTERTEC

the science you build on

Experience

MN Transportation: 30 years
MnDOT: 15 years
  Design-Build projects: 4 years
Anoka County: 5 years
  Design-Build projects: 2 years
Private Sector: 14 years
  Design Build projects: 8 years

Certifications

Professional Engineer - Minnesota

TH 52 Design Build | MnDOT
Zumbrota, Minnesota | 7/2021 – 10/2023
Quality Manager. MnDOT reconstructed the Trunk Highway 52 mainline, approximately 20 miles, with new concrete pavement using the design-build project delivery method for the work. Charles was the Quality Manager for the project and oversees the design Quality Manager and Construction Quality Manager for this project. Charles was responsible for setting up the five quality manuals for the project and worked with the designer, contractor, and owner to help manage the delivery of the project while meeting the project quality standards. *25% Commitment*

I-94 Maple Grove to Rogers Design- Build | MnDOT
Maple Grove, Minnesota | 9/2019 – 7/2022
Quality Manager. MnDOT is adding a lane to I-94 between Maple Grove and Rogers using the design-build project delivery method for the project. Charles is the Quality Manager for the project and oversees the Design Quality Manager and Construction Quality Manager for this project. He has set up the five quality manuals for the project and works with the designer, contractor, and owner to help the delivery of the project meeting the project quality standards. *25% Commitment*

TH 371 Design-Build | MnDOT
Nisswa, Minnesota | 9/2015 – 11/2017
Consultant Project Manager/Change Management. The reroute of TH 371 by Pequot Lakes is MnDOT, District 3, is a design-build project to allow travelers to avoid traffic congestion in the town of Pequot Lakes while allowing local traffic to move easier in the community. Charles is the consultant team project manager, contract administrator for MnDOT and the construction quality manager for this project that was completed in the fall of 2017. *30% Commitment*

I-35W/4th Street Design-Build | MnDOT
Consultant Manager/Contract Administrator | 5/2014 – 11/2016
This MnDOT project incorporated the realignment of an overpass bridge, additional lane construction, retaining walls and contaminated material removal management. Charles performed the duties of contract administrator and consultant project manager for the entirety of the project. This busy urban project necessitated tight time controls on the traffic impacts on the interstate system and design modifications from the initial proposed layout. Charles was heavily involved in the weekly construction meetings and helping staff new to the design-build project delivery method. Total cost control and negotiations on the project led to an increase in the bid amount by less than 1% on the overall project costs. *30% Commitment*

Elk Run Design-Build | MnDOT
Oronoco, Minnesota | 5/2012 – 11/2012
Construction/Project Engineer. Charles served as a construction engineer for the final year of the $34 million design-build project along the TH 52 corridor. The project scope consisted of the construction of a new Diverging Diamond Interchange with frontage/service roads on TH 52 and realignment of approximately three miles of Olmsted CSAH 12. As an extension of MnDOT, Charles managed the field and office staff and was responsible for oversight of the team to ensure verification inspection and testing was conducted in accordance with established standards and procedures in the Quality Management Plan. *30% Commitment*

April 10, 2026

City of Chanhassen
7700 Market Boulevard
Chanhassen, MN 55317

Attn: Ben Phillips – Construction Manager
bphillips@ChanhassenMN.gov

RE: Quality Assurance Testing Proposal
25-02 Construction Materials Testing
S.A.P. 194-123-002
City Project No. 25-02
Chanhassen, Minnesota
AET Proposal No. P-0052164

Dear Mr. Phillips:

Thank you for the opportunity to provide a proposal to perform testing services on the referenced project. This proposal has been prepared in response to your email request on April 7, 2026, and describes our understanding of the project, our anticipated scope of services, our unit rates, and an estimated total fee to perform these services.

PROJECT INFORMATION

The City of Chanhassen (the City) will be performing a street, utility, and pump house reconstruction project during the 2026 construction season. Construction is anticipated to begin May 1, 2026, and be completed October 30th, 2026. The project area will include Market Boulevard from TH 5 to Chan View and Chan View from Market Boulevard to Laredo Drive. The project will be funded with a mix of state aid and municipal funds.

Plans and Specifications were prepared by Kimley Horn & Associates. We understand Construction Inspection and Contract Management of the project will be performed by the City or their authorized representative.

PROJECT APPROACH

During the construction improvements, AET will provide experienced MnDOT certified Engineering Technicians to perform sampling and material testing services in accordance with the 2025 State Aid for Local Transportation Schedule of Materials Control (2025 SALT SMC) and project specific testing requirements referenced in the Project Manual. For this project, Ryan

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Schaefer will be AET's contact. He can be reached at 651-603-6639 (office). AET requires a minimum of 24 hours' notice of the need for Services.

We understand that the City will contract with MnDOT Metro Inspections for bituminous and concrete plant monitoring. The City will coordinate with MnDOT Metro Inspections for plant inspections.

SCOPE OF SERVICES

Based on our review of the available plans and the scope of services requested in the RFP, our anticipated scope of services is outlined below. These services will be provided on an on-call basis, coordinated through authorized the City's field personnel.

Soils Sampling and Testing

Our estimate of the sampling and testing to be performed on the grading and base items is based on the requirements of the RFP. AET will perform MnDOT Relative Density testing (Proctor) as well as in-place density and moisture testing on the following materials:

- Utility Trench Backfill
- Embankment Fill
- Subgrade Preparation

The MnDOT Dynamic Cone Penetrometer will be used to test compaction on the Class 5 Aggregate Base sections of the project following the MnDOT Penetration Index procedures in accordance with the 2025 SALT SMC.

AET will perform the sampling of the soils, granular materials, and Class 5 Aggregate Base materials and transport the samples to our St. Paul, Minnesota laboratory. The City's field personnel will update AET on the schedule of material placement, material sources (including changes in source), and changes in quantities.

Full Depth Reclamation (FDR)

AET will perform dynamic cone penetrometer (DCP) testing and moisture content testing of the full depth reclamation material along gradations in accordance with the 2025 SALT SMC. The frequency of these gradations for an FDR project are at the discretion of the Engineer. We assume the City's Inspector will perform depth checks of the FDR material.

Precast Modular Block Retaining Wall Soil Testing

During placement of fill behind the retaining wall, a Technician II will visit the site on an on-call basis to test the compaction of the fill. The technician will perform the following services:

- In-place field density tests to evaluate the compaction of the fill soils using a nuclear density gauge.
- MnDOT Proctor tests for each different type of fill encountered at the test locations.
- Obtain samples of sand fill and/or aggregate base materials for sieve analysis tests and direct shear test (if requested).

Bituminous Pavement Sampling and Testing

When placement of the bituminous base and wear layers begins, an experienced Technician II will make site visits on an on-call basis to observe the placement and rolling of the bituminous layers and to perform testing of the bituminous. The technician will help to establish a rolling pattern each day by observing the number of passes the roller makes over the bituminous and measuring the density of the bituminous during the rolling to evaluate how many passes are needed to reach the maximum density.

AET personnel will sample the bituminous paving mix, during each day of paving, and transport the samples to our St. Paul, Minnesota laboratory. Samples will be tested in our laboratory for MnDOT Gyratory Mix Properties as follows:

- Gyratory Density (AASHTO T 312) MnDOT Modified
- Rice Specific Gravity (ASTM D2041)
- Asphalt Extraction and Aggregate Gradation (ASTM D2172 Method E-11) MnDOT Modified C137 and C117
- Fine Aggregate Angularity (AASHTO T 304, Method A, MnDOT 1206.5)
- Coarse Aggregate Angularity, One Face (ASTM D5821)

Concrete Sampling and Testing

During the placement of concrete, AET will perform field testing consisting of slump, air content, temperature of the plastic concrete, and casting of cylinders for compression testing. The 2025 SALT SMC requires field testing for slump, air content, and temperature per every 100 cubic yards of each type of concrete placed each day. Compressive strength cylinders (1 set of 3 cylinders) are required once per every 300 cubic yards of each type of concrete placed each day; the cylinders will be retrieved the following day for curing and testing in our laboratory. The

3 cylinders are to be tested at 28-days. The RFP requests that we cast sets of 4 cylinders, with compressive strength testing as follows: 1 at 7 days, 3 at 28 days.

We have assumed City's field personnel will be compiling the concrete batch tickets, certificates of compliance, and AET's field test results of the plastic concrete, which we will provide each day we are on-site performing testing services.

REPORTING

AET staff will prepare reports for the City to review. These reports will include the results of our field and laboratory testing as performed per the 2025 SALT SMC and testing frequencies referenced in the project documents. AET will complete the Preliminary Grading and Base Report and the Final Grading and Base Report, once provided with final project quantities. Daily field reports will also be prepared and made available upon request. In addition to these reports, once we receive final project quantities, AET will also complete a Final Summary Report of QA Testing to satisfy State Aid Requirements after receiving final project quantities, provide a roster of certified personnel performing testing on the project, as well as the completed IA report (if required).

INDEPENDENT ASSURANCE

Due to this project's proximity to MnDOT's Right of Way, MnDOT Independent Assurance (IA) may be required. AET staff will coordinate with IA to schedule audits of AET field and laboratory staff performing sampling and testing for this project, if required. Through the MnDOT Tester Inventory form, we will ensure all AET staff providing services to this project meet the requirements set forth by IA.

COST-SAVINGS

If all three projects are awarded, significant cost savings can be realized by consolidating the work under a single assigned technician. Because the construction schedules overlap, one technician can efficiently support all three projects during the same mobilization period, eliminating the need for multiple trip charges. This coordinated approach reduces travel and mobilization costs while maintaining consistent workmanship and project oversight, resulting in greater overall value for the client.

ESTIMATED FEES

Our services will be provided on a unit cost basis according to the unit rates provided in the attached RFP Bid Form. Our monthly invoices will be determined by multiplying the number of personnel hours or tests by their respective unit rates. We have also estimated a total cost which we anticipate will be required to complete the previously described observations and testing services. Our estimated total cost is **$82,235.00**. We refer you to the attached Materials Testing Estimate as reference to how we arrived at this estimated cost.

We caution that this is only an estimated cost. Often, variations in the overall cost of the services occur due to reasons beyond our control, such as weather delays, changes in the contractor's schedule, unforeseen conditions, or retesting. These variations will affect the actual invoice totals, either increasing or decreasing our total costs for the project from those estimated in this proposal. If more time or tests are required, additional fees may be needed to complete the project testing services. If less time or tests are needed, a cost savings will be realized. We will not, however, exceed the estimated total cost for the project without first obtaining your authorization.

TERMS AND CONDITIONS

Our services will be performed per the Professional Services Agreement between the City of Chanhassen and AET, once agreed upon by both parties.

ACCEPTANCE

The City will provide AET with formal authorization prior to the commencement of AET's services, which are outlined in this proposal.

GENERAL REMARKS

AET appreciates the opportunity to provide this service for you and looks forward to working with you on this project. If you have any questions or need additional information, please contact me.

Sincerely,
American Engineering Testing

Ryan S. Schaefer
Geologist II/Transportation Project Manager
rschaefer@teamAET.com
651-603-6639

Robert D. Anderson
Manager of Alternative Delivery & Transportation
randerson@teamAET.com
612-685-3079

Attachments: RFP Bid Form

ITEM NO.	ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE
1	Compaction Testing on Soils (Nuclear Density Test)	EA	0	$__45.00_____	$_____
2	Compaction Testing on Granular Materials (Nuclear Density Test)	EA	0	$__45.00_____	$_____
3	Proctor Sample & Testing (including Moisture Content)	EA	5	$__205.00_____	$___1,025.00_____
4	Topsoil Borrow Sample & Testing	EA	0	$__375.00_____	$_____
5	Gradation Sample and Testing	EA	4	$__150.00_____	$___600.00_____
6	DCP Tests for Aggregate Base (Class 5)	EA	20	$__70.00_____	$___1,400.00_____
7	Soils & Granular Materials Testing Trip Charge (ALL)	EA	9	$__80.00_____	$___720.00_____
8	Soils & Granular Materials Testing Hours (ALL)	HR	40	$__126.00_____	$___5,040.00_____
9A	Concrete Testing & Casting Cylinder **Sets** (Compressive Strength, Curing, & Handling)	*EA	20	$__180.00_____	$___3,600.00_____
9B	Concrete Testing Hours	HR	45	$__126.00_____	$___5,670.00_____
9C	Concrete Testing & Casting **Field-Cured** Cylinders (Compressive Strength, Curing, & Handling)	EA	20	$__45.00_____	$___900.00_____
10A	Concrete Testing and Cylinder Pickup Trip Charge	EA	20	$__80.00_____	$___1,600.00_____
10B	Cylinder Pick Up Hours	HR	30	$__126.00_____	$___3,780.00_____
11A	MnDOT Gyratory Bituminous Mix Properties Verification Testing & Rice Testing	EA	4	$__690.00_____	$___2,760.00_____
11B	Bituminous Verification Sample Pickup and Testing Hours	HR	10	$__126.00_____	$___1,260.00_____
11C	Bituminous Verification Sample Pickup Trip Charge	EA	4	$__80.00_____	$___320.00_____
12A	Roll Pattern Testing Hours	HR	30	$__126.00_____	$___3,780.00_____
12B	Roll Pattern Testing Trip Charge	EA	4	$__80.00_____	$___320.00_____
13	Evaluation, Reporting, & Analysis Documentation	LS	1	$__1,680.00____	$___1,680.00_____
14	Geotechnical and Pavement Evaluation Allowance	Allowance	1	$3,500	$3,500
15A	Project Management & Oversight	HR	25	$__210.00_____	$___5,250.00_____
15B	Project Administration	HR	20	$__95.00_____	$___1,900.00_____
				TOTAL	$___45,105.00_____

*EA indicates a set of 4 cylinders

Request for Proposals:
Construction Materials Testing
for
Market Blvd Improvement Project
No. #25-02 (SAP 194-123-002)

I. INTRODUCTION

The City of Chanhassen is issuing this Request for Proposals (RFP) for construction material testing services of approximately a half (0.5) miles of roadway reconstruction, rehabilitation and associated utility and stormwater improvements within the City. In general, the project includes materials testing and sampling, geotechnical evaluations, and recommendations of site conditions during construction.

A. RFP Content. This RFP contains the following sections:

- **I.** Introduction
- **II.** Project Information
- **III.** Proposal Requirements

B. Addenda/Clarifications. Any changes to this RFP will be made by written addendum. Verbal modification will not be binding.

C. Pre-Contractual Expenses. The city will not be responsible for any pre-contractual expenses. Pre-contractual expenses are defined as expenses incurred by the Consultant in:

1. Preparing its proposal in response to this RFP
2. Submitting that proposal to the City of Chanhassen
3. Negotiating with the City of Chanhassen any matter related to that proposal; or
4. Any other expenses incurred by the Consultant prior to the date of execution of the Proposed Agreement.

D. Contract Award

1. Consultant shall be required to enter into the City's standard Professional Services Agreement (attached).

2. Issuance of this RFP and receipt of proposals does not commit the City of Chanhassen to award a contract. The City of Chanhassen reserves the right to postpone opening for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than the selected Consultant should negotiations with the elected be terminated, to negotiate with more than one Consultant simultaneously, or to cancel all or part of this RFP.

E. Contact Person. The Consultant's contact for specific questions regarding information in this proposal is: Ben Phillips, (952) 227-1166, Bphillips@ChanhassenMN.gov.

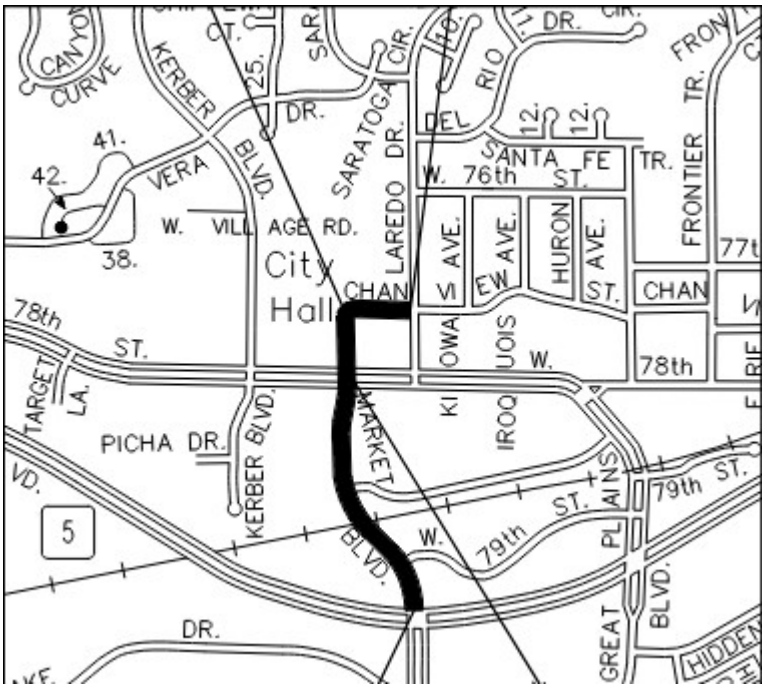
II. PROJECT INFORMATION

A. Project Area and Identified Improvements.

About a half (0.5) mile of roadway are proposed to be rehabilitated or reconstructed with this project.

- 0.4 Miles of Market Blvd lies north of Highway 5 and south of Chan View.
- 0.1 Miles (400 feet) of Chan View lies between Laredo Dr. to the east and Market Blvd to the west.

The areas proposed for improvements are shown in the Figure below. A full Plan Set, Project Specifications, and Geotechnical Report for the project can be found here: https://chanhassen.sharefile.com/f/fo33f21a-2ac7-456c-9d3a-cbd0bd2c48ca



B. Project Scope. The objective is to provide construction materials testing and any requested geotechnical evaluations and recommendations of site conditions during construction. Anticipated amounts of various tests needed on this project are detailed below. Please ensure to submit costs for the amounts listed as provided on the attached spreadsheet.

1. Soils and Aggregate Testing

a. Soil and aggregation gradation, proctor, moisture, modified DCP testing on Class 5, aggregate quality testing, and specified density nuclear tests of trench backfill for utility work per city specifications:

- **Submit costs for 90 compaction tests (nuclear density test), 11 proctor samples, 2 samples for topsoil borrow testing, 12 gradations (aggregate base, select granular, aggregate backfills), 30 DCP tests with moisture result on Class 5.**

b. Trip charges and technician time:

- **Submit costs for 40 trips and 120 hours of technician time for soils and aggregate testing.**

2. Concrete Testing

a. Slump, air, temperature & 1 set of 4x8 cylinders per 100 CY per mix type per day (4 cylinders is 1 set):

- **Submit costs for Compressive Strength, Curing, & Handling for 45 sets of cylinders and technician time of 125 hours.**
- **Submit total costs for Compressive Strength, Curing, & Handling for 10 field-cured cylinders (per cylinder).**

b. Concrete strength break testing and reports for cylinder sets (one 7-day and three 28-day) and field-cures (as directed by Engineer) cast:

- **Submit costs for sample pickup time of 25 hours and 45 total trips for concrete testing and cylinder pickup.**

3. Bituminous Testing

a. MnDOT gyratory mix properties verification testing per day and Rice Testing per MnDOT 2360. (1 sample per day per mix type)

- **Submit costs for 8 samples.**
- **Submit costs for 8 total trips and 20 hours of technician time for sample pickup and bituminous testing.**

b. Roll pattern establishment via Nuclear density testing (one per day per mix type).

- **Submit total costs for 5 trips and 15 hours of technician time.**

4. Geotechnical and Pavement Evaluation and Recommendations

a. This would only be utilized if poor soils or unstable base is discovered during excavation or utility construction.

- **A $3,500 allowance shall be built into the proposal for the consultant to use on an as needed basis for these services.**

5. Project Management & Oversight

- **Submit cost per attached spreadsheet per hour.**

6. Project Administration (Evaluation, Reporting and Analysis Documentation)

- **Consultant shall submit daily reports and other standard documents utilized to summarize daily activity on-site and observations on a routine basis as directed by Engineer.**
  For example: **If roll pattern testing is performed in preparation for paving operations – the tests, timing, location, and observations shall be detailed in a daily report.**
- **Final project report summarizing all testing completed.**

D. Project Schedule. The following is the anticipated project schedule:

Start Construction	May 1st, 2026
Substantial Construction Complete	October 30th, 2026

III. PROPOSAL

A. Submission of Proposal. Submit the proposal electronically to:

Ben Phillips
Construction Manager
City of Chanhassen
Bphillips@ChanhassenMN.gov

Proposals shall be received by 4:00 p.m., April 17th, 2026. Proposals received after this time will not be accepted.

B. Proposal Format. Proposals shall be prepared two-sided on 8½" x 11" paper, with all text clear of binding. Use of 11" x 17" fold-out sheets for large tables, charts or diagrams is permissible but shall be limited. The proposal shall be clear and understandable when reproduced in black and white and/or in color.

C. Copies. The Consultant shall submit one (1) electronic copy of the proposal bearing the Consultant's name and address, and clearly marked as following:

"25-02 Construction Materials Testing"

D. Letter of Transmittal.
Include, at a minimum, the following:

1. Identification of the offering firm(s), including name, address and telephone number.
2. Acknowledgement of receipt of RFP addenda, if any.
3. Name, title, address, email address and telephone numbers of contact person during period of proposal evaluation.

E. Consultant Team. Identify all team members and areas of responsibility. Resumes may be requested by City staff during proposal review.

F. Understanding of the Project. The Consultant shall provide a brief, concise description that demonstrates the Consultant's understanding of the project and what needs to be done to successfully complete the work scope.

G. Consultant Fee. Consultant shall provide the detailed cost breakdown as required in the spreadsheet format attached to the proposal. Any modifications must be approved the City prior to submission. A total not-to-exceed cost for all work shall be included.

H. Exceptions and Deviations. The Consultant may include other services outside the scope of this proposal that the firm feels may be needed. The Consultant also may propose cost-saving items. Any exceptions to the requirements in this RFP, including the language in the contractual terms, must be included in the proposal. If the Consultant proposes changes to the scope of work, include a description, reason for the change and added/deducted engineering costs. Segregate all exceptions as a separate element of the proposal under the heading "Exceptions and Deviations".

ITEM NO.	ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE
1	Compaction Testing on Soils (Nuclear Density Test)	EA	75	$_____	$_____
2	Compaction Testing on Granular Materials (Nuclear Density Test)	EA	15	$_____	$_____
3	Proctor Sample & Testing (including Moisture Content)	EA	11	$_____	$_____
4	Topsoil Borrow Sample & Testing	EA	2	$_____	$_____
5	Gradation Sample and Testing	EA	12	$_____	$_____
6	DCP Tests for Aggregate Base (Class 5)	EA	30	$_____	$_____
7	Soils & Granular Materials Testing Trip Charge (ALL)	EA	40	$_____	$_____
8	Soils & Granular Materials Testing Hours (ALL)	HR	120	$_____	$_____
9A	Concrete Testing & Casting Cylinder **Sets** (Compressive Strength, Curing, & Handling)	*EA	45	$_____	$_____
9B	Concrete Testing Hours	HR	125	$_____	$_____
9C	Concrete Testing & Casting **Field-Cured** Cylinders (Compressive Strength, Curing, & Handling)	EA	10	$_____	$_____
10A	Concrete Testing and Cylinder Pickup Trip Charge	EA	45	$_____	$_____
10B	Cylinder Pick Up Hours	HR	25	$_____	$_____
11A	MnDOT Gyratory Bituminous Mix Properties Verification Testing & Rice Testing	EA	8	$_____	$_____
11B	Bituminous Verification Sample Pickup and Testing Hours	HR	20	$_____	$_____
11C	Bituminous Verification Sample Pickup Trip Charge	EA	5	$_____	$_____
12A	Roll Pattern Testing Hours	HR	15	$_____	$_____
12B	Roll Pattern Testing Trip Charge	EA	5	$_____	$_____
13	Evaluation, Reporting, & Analysis Documentation	LS	1	$_____	$_____
14	Geotechnical and Pavement Evaluation Allowance	Allowance	1	$3,500	$3,500
15A	Project Management & Oversight	HR	15	$_____	$_____
15B	Project Administration	HR	30	$_____	$_____
				TOTAL	$_____

*EA indicates a set of 4 cylinders

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this _____ day of _____, 20__, by and between the **CITY OF CHANHASSEN,** a Minnesota municipal corporation ("City") and _____ "Consultant").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Consultant for_____.

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Professional Services Agreement;

B. Request for quote – _____ dated _____, 20___;

C. Insurance Certificate;

D. Consultant's _____, 20___ proposal for_____ ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "D" having the last priority.

3. COMPENSATION. Consultant shall be paid by the City for the services described in the Proposal a not to exceed fee of _____ Dollars ($_____, inclusive of expenses. Services performed directly by Consultant shall be paid at an hourly rate in accordance with the Proposal, subject to the not to exceed fee. The not to exceed fees and expenses shall not be adjusted if the estimated hours to perform a task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall bill the City as the work progresses. Payment shall be made by the City within thirty-five (35) days of receipt of an invoice.

4. DOCUMENT OWNERSHIP. All reports, plans, models, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

7. STANDARD OF CARE. Consultant 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 consultant under similar circumstances. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Consultant's services.

8. INDEMNIFICATION. Consultant shall indemnify and hold harmless the City, its officers, 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 services provided for herein and further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising hereunder.

9. INSURANCE. Consultant shall secure and maintain such insurance as will protect Consultant from claims under the Worker's Compensation Acts, automobile liability, and from claims for bodily injury, death, or property damage which may arise from the performance of services under this Agreement. Such insurance shall be written for amounts not less than:

Commercial General Liability	$2,000,000 each occurrence/aggregate
Automobile Liability	$2,000,000 combined single limit
Professional Liability	$2,000,000 each occurrence/aggregate

The City shall be named as an additional insured on the general liability policy on a primary and non-contributory basis. Before commencing work, the Consultant shall provide the City a certificate of insurance evidencing the required insurance coverage in a form acceptable to City.

10. INDEPENDENT CONTRACTOR. The City hereby retains Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner agents or employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers 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.

11. SUBCONTRACTORS. Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Consultant shall comply with Minnesota Statutes § 471.425. Consultant must pay subcontractors for all undisputed services provided by subcontractors within ten (10) days of Consultant's receipt of payment from City. Consultant must pay interest of one and five-tenths percent (1.5%) per month or any part of a month to subcontractors on any undisputed amount not paid on time to subcontractors. The minimum monthly interest penalty payment for an unpaid balance of One Hundred Dollars ($100.00) or more is Ten Dollars ($10.00).

12. CONTROLLING LAW/VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Carver County Minnesota.

13. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Consultant 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 Consultant pursuant to this Agreement. Consultant 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 Consultant receives a request to release data, Consultant must immediately notify City. City will give Consultant instructions concerning the release of the data to the requesting party before the data is released. Consultant agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Consultant'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. COPYRIGHT. Consultant shall defend actions or claims charging infringement of any copyright or software license by reason of the use or adoption of any software, designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting therefrom.

15. PATENTED DEVICES, MATERIALS AND PROCESSES. If the Contract requires, or the Consultant desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Consultant shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the City. If no such agreement is made or filed as noted, the Consultant shall indemnify and hold harmless the City from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under the Contract, and shall indemnify and defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

16. RECORDS. Consultant shall maintain complete and accurate records of hours worked and expenses involved in the performance of services.

17. ASSIGNMENT. Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

18. WAIVER. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

19. 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.

20. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Consultant. In the event of termination, the City shall be obligated to the Consultant for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination.

Dated: _____, 20__. **CITY OF CHANHASSEN**

BY: _____
Elise Ryan, Mayor

BY: _____
Laurie Hokkanen, City Manager

Dated: _____, 20__. _____

BY: _____
_____
Its _____

City Council Item

April 27, 2026

Item	Resolution 2026-XX: Approve Construction Materials Testing Agreement for the 2026 Great Plains Blvd/Lake Drive East Rehabilitation Project No. 26-02	
File No.	ENG Project No. 26-02 CIP No. ST-012	**Item No:** D.16
Agenda Section	**CONSENT AGENDA**	
Prepared By	Ben Phillips, Engineering Technician III	
Reviewed By	George Bender	

SUGGESTED ACTION

"The Chanhassen City Council adopts a resolution awarding a consulting agreement for construction materials testing to Braun Intertec for the 2026 Great Plains Boulevard/Lake Drive East Rehabilitation Project No. 26-02"

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

The construction of the 2026 Great Plains Blvd/Lake Drive East Rehabilitation Project (City Project No. 26-02) has been awarded to Northwest Asphalt, Inc. The contractor has indicated it intends to begin construction in July 2026.

Construction Materials Testing (CMT) is a required component of the Quality Control/Quality Assurance (QC/QA) process for roadway construction projects of this type, ensuring that all materials - including soils, aggregate base, concrete, and bituminous pavement - meet the applicable MnDOT specifications and project requirements.

The Engineering Department solicited proposals from two qualified testing firms - Braun Intertec Corporation and American Engineering Testing, Inc. (AET) - consistent with the city's established

practice on prior pavement rehabilitation projects.

BACKGROUND

As part of the overall Pavement Management Program (PMP), the city annually plans to rehabilitate a section or sections of public streets across the city. The Five-Year Capital Improvement Plan (CIP) identifies the near-term streets to be rehabilitated.

Key dates and items relative to this project:

- On May 16, 2025, the Engineering Department released an RFP for design and construction services for the 26-02 project.
- On June 20, 2025, the Engineering Department released an RFP for geotechnical services for the 26-02 project.
- On June 23, 2025, the City Council approved a Professional Services Agreement with I&S Group, Inc. (ISG) for design and construction services for the project.
- On July 14, 2025, the City Council approved a Professional Services Agreement with Braun Intertec for geotechnical exploration and engineering services in association with the 26-02 design contract.
- On October 27, 2025, the City Council called for a Public Hearing to be held regarding the proposed improvements on November 10, 2025.
- On October 30, 2025, the Engineering Department hosted a public Open House meeting at City Hall to discuss the project and respond to questions with the impacted properties. Approximately 27 residents attended and 2 comment cards were received. An additional 14 responses were received in follow-up to the survey that was distributed to the area.
- On November 10, 2025, the City Council accepted the feasibility study, conducted a Public Hearing regarding the improvements, and authorized the preparation of Plans and Specifications.
- On January 26, 2026, the City Council accepted the plans and specifications and authorized the advertisement for bids for the project.
- On February 20, 2026, ISG and the Engineering Department hosted a bid opening.
- On March 9, 2026, the City Council called for a Public Hearing regarding the proposed assessments for the 26-02 project to be held on March 23, 2026.
- On March 10, 2026, the Engineering Department hosted a second public open house for the project in the training room at City Hall. 11 residents attended and no comment cards were received. 2 other resident inquiries were received and followed-up upon after the open house. Lastly, additional follow-up occurred with both the American Legion and Discovery United Methodist Church to answer additional questions and follow-up with their letter to the City received February 23, 2026.
- On March 23, 2026, the City Council accepted the bids, awarding a construction contract and

adopted the final assessment roll for the 26-02 project.

- On April 7, 2026, the Engineering Department distributed Request for Quotations (RFQs) for construction material testing (CMT) professional services for the 26-02 project.

- On April 17, 2026, the Engineering Department received two proposals in response to the RFQ for construction material testing.

DISCUSSION

The Engineering Department solicited proposals from American Engineering Testing, Inc. and Braun Intertec Corporation for the construction materials testing and associated professional engineering services required to facilitate the construction of the project. Both firms submitted competitive proposals.

The proposals were reviewed to compare the proposed work scopes, testing rates, and estimated costs. This also included review of the level of effort and clarity of each firm's proposal in meeting the specifications of the project. As necessary, quantity and/or testing rate amounts in the proposals were adjusted to facilitate a fair comparison between the proposals. The proposals were analyzed and the results are as follows:

- Braun Intertec - $41,258.00
- American Engineering Testing - $47,205.00

Both firms have the required certified personnel and are capable of completing the required work. Both firms have successfully completed work for the city on past projects. Staff recommends Braun Intertec be selected for this work.

Braun Intertec's proposal is on a unit-cost basis and billed per personnel hours and/or testing rates provided in their proposal. Staff recommends an agreement amount of $44,000.00 be awarded to allow for minor adjustments to the testing quantities without the need for processing a contract modification.

Braun will submit monthly invoices that staff will review before processing. Staff will review the invoices for accuracy and conformance with the contract.

BUDGET

Funding for the 2026 Great Plains Boulevard/Lake Drive East Rehabilitation Project No. 26-02 will be through the PMP fund budget established by the city for the 26-02 project.

RECOMMENDATION

Staff recommends the City Council approve entering into the contract with Braun Intertec for construction material testing professional services.

ATTACHMENTS

Resolution 2026-XX Award Materials Testing Contract
City of Chanhassen Braun Agreement 26-02
AET 26-02 Construction Materials Testing Proposal

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

DATE: April 27, 2026 RESOLUTION NO: 2026-XX

MOTION BY: _____ SECONDED BY: _____

A RESOLUTION AWARDING A CONSULTANT AGREEMENT FOR CONSTRUCTION MATERIALS TESTING ON THE 2026 GREAT PLAINS/LAKE DRIVE EAST REHABILITATION PROJECT NO. 26-02

WHEREAS, pursuant to a request for proposals for construction material testing for the 2026 Great Plains/Lake Drive East Rehabilitation Project No. 26-02, two proposals were received and evaluated that complied with the request for proposal:

Bidder	Quote Amount
Braun Intertec	$41,258.00
American Engineering and Testing	$47,205.00

WHEREAS, it was evaluated by staff that Braun Intertec had the lowest responsible quote and best met the scope of the request for proposals. A consultant contract amount of $44,000.00 is recommended to be awarded to allow for minor revisions to unit price testing quantities during construction to facilitate not needing to approve minor contract revisions.

NOW, THEREFORE, BE IT RESOLVED by the Chanhassen City Council that the Mayor and City Manager are hereby authorized and directed to enter into a consulting agreement with Braun Intertec in the name of the City of Chanhassen for the construction materials testing professional services for the 2026 Great Plains/Lake Drive East Rehabilitation Project No. 26-02 according to the proposal and the plans and specifications on file in the office of the City Engineer.

PASSED AND ADOPTED by the Chanhassen City Council on this 27th day of April 2026.

ATTEST:

_____ _____

Jenny Potter, City Clerk Elise Ryan, Mayor

YES **NO** **ABSENT**

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this 27th day of April, 2026, by and between the **CITY OF CHANHASSEN,** a Minnesota municipal corporation ("City") and **BRAUN INTERTEC CORPORATION** ("Consultant").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Consultant for construction materials testing and associated engineering services.

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Professional Services Agreement;

B. Request for quote – Construction Materials Testing Services for #26-02, Distributed April 7th, 2026;

C. Insurance Certificate;

D. Consultant's April 20th, 2026, proposal for $41,258.00 ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "D" having the last priority.

3. COMPENSATION. Consultant shall be paid by the City for the services described in the Proposal a not to exceed fee of Forty-four Thousand Dollars ($44,000.00), inclusive of expenses. The not to exceed fees and expenses shall not be adjusted if the estimated hours to perform a task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall bill the City as the work progresses. Payment shall be made by the City within thirty-five (35) days of receipt of an invoice.

4. DOCUMENT OWNERSHIP. All reports, plans, models, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes. Notwithstanding the foregoing, the information is not intended or represented to be suitable for reuse by the City or others on extensions or modifications of the services or on any other project. Any such reuse without written verification or adaptation by Consultant for the specific purpose intended will be at the City's sole

risk, and the City agrees to hold Consultant harmless for all costs and liability arising out of such unauthorized use.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

7. STANDARD OF CARE. Consultant 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 consultant under similar circumstances, at the same time and in the same locality. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Consultant's services.

8. INDEMNIFICATION. Consultant shall indemnify and hold harmless the City, its officers, agents, and employees, of and from any and all claims, demands, actions, causes of action, including costs and attorney's fees, to the extent caused by the negligent execution or performance of the services provided for herein and further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising hereunder.

9. INSURANCE. Consultant shall secure and maintain such insurance as will protect Consultant from claims under the Worker's Compensation Acts, automobile liability, and from claims for bodily injury, death, or property damage which may arise from the performance of services under this Agreement. Such insurance shall be written for amounts not less than:

Commercial General Liability	$2,000,000 each occurrence/aggregate
Automobile Liability	$2,000,000 combined single limit
Professional Liability	$2,000,000 each claim/aggregate

The City shall be named as an additional insured on the general liability policy on a primary and non-contributory basis. Before commencing work, the Consultant shall provide the City a certificate of insurance evidencing the required insurance coverage in a form acceptable to City.

10. ALLOCATION OF LIABILITY. Notwithstanding anything to the contrary, in no event will Consultant be liable for any consequential, indirect, incidental, special, exemplary, punitive, or enhanced damages, and in no event will Consultant's aggregate liability arising out of this Agreement, or the services performed exceed the amount of the applicable insurance limits set forth in the Agreement.

11. INDEPENDENT CONTRACTOR. The City hereby retains Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner agents or employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers 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.

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20. 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.

21. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Consultant. In the event of termination, the City shall be obligated to the Consultant for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination.

Dated: _____ **CITY OF CHANHASSEN**

BY: _____
Elise Ryan, Mayor

BY: _____
Laurie Hokkanen, City Manager

Dated: _____

BRAUN INTERTEC CORPORATION

BY: _____

_____

Its _____

April 10, 2026

City of Chanhassen
7700 Market Boulevard
Chanhassen, MN 55317

Attn: Ben Phillips – Construction Manager
bphillips@ChanhassenMN.gov

RE: Quality Assurance Testing Proposal
26-02 Construction Materials Testing
S.A.P. Nos. 194-110-006 & 194-119-002
City Project No. 26-02
Chanhassen, Minnesota
AET Proposal No. P-0052167

Dear Mr. Phillips:

Thank you for the opportunity to provide a proposal to perform testing services on the referenced project. This proposal has been prepared in response to your email request on April 7, 2026, and describes our understanding of the project, our anticipated scope of services, our unit rates, and an estimated total fee to perform these services.

PROJECT INFORMATION

The City of Chanhassen (the City) will be performing a street improvements project during the 2026 construction season. Construction is anticipated to begin May 2026 and be completed July 1, 2026. The project area will include Lake Drive East from Great Plains Boulevard until just west of Dakota Avenue and Great Plans Boulevard from TH 5 to just south of Lake Drive East. The project will be funded with a mix of state aid and municipal funds.

Plans and Specifications were prepared by ISG, Inc. We understand Construction Inspection and Contract Management of the project will be performed by the City or their authorized representative.

PROJECT APPROACH

During the construction improvements, AET will provide experienced MnDOT certified Engineering Technicians to perform sampling and material testing services in accordance with the 2025 State Aid for Local Transportation Schedule of Materials Control (2025 SALT SMC) and project specific testing requirements referenced in the Project Manual. For this project, Ryan

This document shall not be reproduced, except in full, without written approval from American Engineering Testing, Inc.

Schaefer will be AET's contact. He can be reached at 651-603-6639 (office). AET requires a minimum of 24 hours' notice of the need for Services.

We understand that the City will contract with MnDOT Metro Inspections for bituminous and concrete plant monitoring. The City will coordinate with MnDOT Metro Inspections for plant inspections.

SCOPE OF SERVICES

Based on our review of the available plans and the scope of services requested in the RFP, our anticipated scope of services is outlined below. These services will be provided on an on-call basis, coordinated through authorized the City's field personnel.

Soils Sampling and Testing

Based upon the information provided to us at the time of this proposal, we have assumed no new embankments will be constructed, as well as no improvements to existing utilities that will require open cut trenches and soil testing to be performed.

The MnDOT Dynamic Cone Penetrometer will be used to test compaction on Class 5 Aggregate Base sections of the project following the MnDOT Penetration Index procedures in accordance with the 2025 SALT SMC.

AET will perform the sampling of the Class 5 Aggregate Base materials and transport the samples to our St. Paul, Minnesota laboratory. The City's field personnel will update AET on the schedule of material placement, material sources (including changes in source), and changes in quantities.

Full Depth Reclamation (FDR)

AET will perform dynamic cone penetrometer (DCP) testing and moisture content testing of the full depth reclamation material along gradations in accordance with the 2025 SALT SMC. The frequency of these gradations for an FDR project are at the discretion of the Engineer. We assume the City's Inspector will perform depth checks of the FDR material.

Bituminous Pavement Sampling and Testing

When placement of the bituminous base and wear layers begins, an experienced Technician II will make site visits on an on-call basis to observe the placement and rolling of the bituminous layers and to perform testing of the bituminous. The technician will help to establish a rolling pattern each day by observing the number of passes the roller makes over the bituminous and

measuring the density of the bituminous during the rolling to evaluate how many passes are needed to reach the maximum density.

AET personnel will sample the bituminous paving mix, during each day of paving, and transport the samples to our St. Paul, Minnesota laboratory. Samples will be tested in our laboratory for MnDOT Gyratory Mix Properties as follows:

- Gyratory Density (AASHTO T 312) MnDOT Modified
- Rice Specific Gravity (ASTM D2041)
- Asphalt Extraction and Aggregate Gradation (ASTM D2172 Method E-11) MnDOT Modified C137 and C117
- Fine Aggregate Angularity (AASHTO T 304, Method A, MnDOT 1206.5)
- Coarse Aggregate Angularity, One Face (ASTM D5821)

Concrete Sampling and Testing

During the placement of concrete, AET will perform field testing consisting of slump, air content, temperature of the plastic concrete, and casting of cylinders for compression testing. The 2025 SALT SMC requires field testing for slump, air content, and temperature per every 100 cubic yards of each type of concrete placed each day. Compressive strength cylinders (1 set of 3 cylinders) are required once per every 300 cubic yards of each type of concrete placed each day; the cylinders will be retrieved the following day for curing and testing in our laboratory. The 3 cylinders are to be tested at 28-days. The RFP requests that we cast sets of 4 cylinders, with compressive strength testing as follows: 1 at 7 days, 3 at 28 days.

We have assumed City's field personnel will be compiling the concrete batch tickets, certificates of compliance, and AET's field test results of the plastic concrete, which we will provide each day we are on-site performing testing services.

REPORTING

AET staff will prepare reports for the City to review. These reports will include the results of our field and laboratory testing as performed per the 2025 SALT SMC and testing frequencies referenced in the project documents. AET will complete the Preliminary Grading and Base Report and the Final Grading and Base Report, once provided with final project quantities. Daily field reports will also be prepared and made available upon request. In addition to these reports, once we receive final project quantities, AET will also complete a Final Summary Report of QA Testing to satisfy State Aid Requirements after receiving final project quantities, provide a roster

of certified personnel performing testing on the project, as well as the completed IA report (if required).

INDEPENDENT ASSURANCE

Due to this project's proximity to MnDOT's Right of Way, MnDOT Independent Assurance (IA) may be required. AET staff will coordinate with IA to schedule audits of AET field and laboratory staff performing sampling and testing for this project, if required. Through the MnDOT Tester Inventory form, we will ensure all AET staff providing services to this project meet the requirements set forth by IA.

COST-SAVINGS

If all three projects are awarded, significant cost savings can be realized by consolidating the work under a single assigned technician. Because the construction schedules overlap, one technician can efficiently support all three projects during the same mobilization period, eliminating the need for multiple trip charges. This coordinated approach reduces travel and mobilization costs while maintaining consistent workmanship and project oversight, resulting in greater overall value for the client.

ESTIMATED FEES

Our services will be provided on a unit cost basis according to the unit rates provided in the attached RFP Bid Form. Our monthly invoices will be determined by multiplying the number of personnel hours or tests by their respective unit rates. We have also estimated a total cost which we anticipate will be required to complete the previously described observations and testing services. Our estimated total cost is **$45,105.00**. We refer you to the attached Materials Testing Estimate as reference to how we arrived at this estimated cost.

We caution that this is only an estimated cost. Often, variations in the overall cost of the services occur due to reasons beyond our control, such as weather delays, changes in the contractor's schedule, unforeseen conditions, or retesting. These variations will affect the actual invoice totals, either increasing or decreasing our total costs for the project from those estimated in this proposal. If more time or tests are required, additional fees may be needed to complete the project testing services. If less time or tests are needed, a cost savings will be realized. We will not, however, exceed the estimated total cost for the project without first obtaining your authorization.

TERMS AND CONDITIONS

Our services will be performed per the Professional Services Agreement between the City of Chanhassen and AET, once agreed upon by both parties.

ACCEPTANCE

The City will provide AET with formal authorization prior to the commencement of AET's services, which are outlined in this proposal.

GENERAL REMARKS

AET appreciates the opportunity to provide this service for you and looks forward to working with you on this project. If you have any questions or need additional information, please contact me.

Sincerely,
American Engineering Testing

Ryan S. Schaefer
Geologist II/Transportation Project Manager
rschaefer@teamAET.com
651-603-6639

Robert D. Anderson
Manager of Alternative Delivery & Transportation
randerson@teamAET.com
612-685-3079

Attachments: RFP Bid Form

ITEM NO.	ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE
1	Compaction Testing on Soils (Nuclear Density Test)	EA	0	$__45.00_____	$_____
2	Compaction Testing on Granular Materials (Nuclear Density Test)	EA	0	$__45.00_____	$_____
3	Proctor Sample & Testing (including Moisture Content)	EA	5	$__205.00_____	$___1,025.00_____
4	Topsoil Borrow Sample & Testing	EA	0	$__375.00_____	$_____
5	Gradation Sample and Testing	EA	4	$__150.00_____	$___600.00_____
6	DCP Tests for Aggregate Base (Class 5)	EA	20	$__70.00_____	$___1,400.00_____
7	Soils & Granular Materials Testing Trip Charge (ALL)	EA	9	$__80.00_____	$___720.00_____
8	Soils & Granular Materials Testing Hours (ALL)	HR	40	$__126.00_____	$___5,040.00_____
9A	Concrete Testing & Casting Cylinder **Sets** (Compressive Strength, Curing, & Handling)	*EA	20	$__180.00_____	$___3,600.00_____
9B	Concrete Testing Hours	HR	45	$__126.00_____	$___5,670.00_____
9C	Concrete Testing & Casting **Field-Cured** Cylinders (Compressive Strength, Curing, & Handling)	EA	20	$__45.00_____	$___900.00_____
10A	Concrete Testing and Cylinder Pickup Trip Charge	EA	20	$__80.00_____	$___1,600.00_____
10B	Cylinder Pick Up Hours	HR	30	$__126.00_____	$___3,780.00_____
11A	MnDOT Gyratory Bituminous Mix Properties Verification Testing & Rice Testing	EA	4	$__690.00_____	$___2,760.00_____
11B	Bituminous Verification Sample Pickup and Testing Hours	HR	10	$__126.00_____	$___1,260.00_____
11C	Bituminous Verification Sample Pickup Trip Charge	EA	4	$__80.00_____	$___320.00_____
12A	Roll Pattern Testing Hours	HR	30	$__126.00_____	$___3,780.00_____
12B	Roll Pattern Testing Trip Charge	EA	4	$__80.00_____	$___320.00_____
13	Evaluation, Reporting, & Analysis Documentation	LS	1	$__1,680.00____	$___1,680.00_____
14	Geotechnical and Pavement Evaluation Allowance	Allowance	1	$3,500	$3,500
15A	Project Management & Oversight	HR	25	$__210.00_____	$___5,250.00_____
15B	Project Administration	HR	20	$__95.00_____	$___1,900.00_____
				TOTAL	$___45,105.00_____

*EA indicates a set of 4 cylinders

April 20, 2026 Proposal 10010907_001

Ben Phillips
City of Chanhassen
7700 Market Blvd
Chanhassen, MN 55317

Re: Proposal for Construction Materials Testing Services
Lake Drive E Rehabilitation Project
SAP 194-119-002, SAP 194-110-006, City Project 26-02
Chanhassen, Minnesota

Dear Mr. Phillips:

Braun Intertec Corporation (Braun Intertec) submits this proposal to provide construction materials testing services for the Lake Drive E Rehabilitation Project in Chanhassen, Minnesota.

Our Understanding of Project

We understand that this project will primarily involve reclamation of existing roadways. Roadways involved in this project include Lake Drive East and Great Plains Boulevard. Construction will include reclaiming existing surfaced, reclaimed aggregate base, new concrete curb and gutter, sidewalk, and driveways along with a new bituminous pavement. Incidental improvements to the utilities will also be part of this project.

This is a City of Chanhassen project with state-aid funding. Projects that are constructed with state-aid funding are required to perform Quality Control and Quality Assurance (QC/QA) testing in accordance with the Minnesota Department of Transportation's (MnDOT's) 2025 Standard Specifications for Construction and MnDOT's Schedule of Materials Control. This project is using MnDOT's 2025 State Aid for Local Transportation (SALT) Schedule of Materials Control. Personnel with MnDOT certifications must complete the monitoring and testing. Braun Intertec will perform the QA field testing on the project as listed in our scope of services and as shown on our attached cost estimate table. The contractor will be responsible for performing all of the required QC testing and submitting the documentation upon completion of the project. An audit of the project could be conducted upon completion. The audit may include reviewing tests and paperwork provided by your QC/QA representative.

Available Project Information

This proposal was prepared using the following documents and information.

- Project plans prepared by ISG, dated January 29, 2026.
- City of Chanhassen Standard Specifications and Detail Plates prepared by the City of Chanhassen, dated January 22, 2026.

- Request for Proposals provided by the City of Chanhassen, dated February 9 ,2026 and provided to Braun Intertec via email on April 7, 2026.
- Conversations with Ben Phillips (City of Chanhassen) confirming requested testing quantities regarding compaction testing and soils trip charges.

Braun Intertec Project Team

For this project we propose using Tom Loosbrock as a lead senior technician and Jacob Collins as our project manager. Tom and Jacob will be supported by director, Andrew Valerius, and principal engineer, Charles Cadenhead. The project team has provided services on many City of Chanhassen projects in the past including: Crimson Bay Street Improvements, Galpin Boulevard, 2024 Street Reconstruction, 2023 Mill and Overlay Project, Orchard Lane Area Improvements, Minnewashta Manor Neighborhood Street Reconstruction, and the 2023, 2022, 2017, and 2016 Street Resurfacing and Rehabilitation Projects and state-aid projects Lake Lucy Road Rehabilitation, Lake Drive Improvements, and Minnewashta Parkway Rehabilitation.

Tom Loosbrock is a senior engineering assistant with more than 20 years of experience in materials testing and is responsible for field operation coordinating, general project management; soil density testing using nuclear and sand cone methods; soil excavation observations; DCP testing, concrete testing and bituminous testing. Tom has worked on many state-aid projects throughout his career and is familiar with MnDOT specification, and the schedule of materials control.

Jacob Collins is a project manager and will be the main point of contact for this project. Jacob has more than 18 years of experience with special inspections and testing. His extensive on-site testing and special inspection experience related to concrete, masonry, structural steel, fireproofing, soils as well as MnDOT testing for transportation will help any project as project manager. Jacob also assists technicians on-site with training to help ensure the tests and observations are done properly in accordance with the project at hand.

Andrew Valerius is a senior project manager with more than 20 years experience who is responsible for overseeing the quality control and day-to-day operations of engineering technicians involved in roadway and bridge projects, especially for state-aid and federally-funded projects. He has extensive experience working with the Minnesota Department of Transportation's (MnDOT) Schedule of Materials Control and MnDOT's Standard Specifications for Construction. Internally, he help leads the Braun Intertec transportation construction materials testing group for the State of Minnesota. Andrew also helps organize and presents at many educational sessions that focus on MnDOT's specifications and procedures. Andrew's past experience providing field services, such as soil density testing, concrete testing, bituminous and concrete batch plant observations, and testing services has allowed him to gain the necessary knowledge of field testing practices and practical site experience to perform his senior project manager role at a high level and deliver quality results safely.

Charles Cadenhead has more than 30 years of experience in the transportation industry and more than 25 years' of experience in delivering construction projects for owners (MnDOT and Anoka County) and other clients. With every project, from design-bid-build to design-build Charles has been one of the primary individuals

entrusted with quality oversight from all aspects. While working for MnDOT his primary focus was on the construction side of projects, however with his experience at Anoka County and as a consultant he has been involved in both design and construction quality management. At Anoka County he was involved as early as the right-of-way process and used his expertise in construction to help manage risks associated with the design of projects. Projects have been various in size from simple span bridges and mill and overlays to large design-build projects with over $200 million in construction. Charles brings years of contract administration and change management experience to bear in order to arrive at a successfully completed project.

Resumes for Tom Loosbrock, Jacob Collins, Andrew Valerius, and Charles Cadenhead are attached to highlight their expertise and experience with projects similar to this one.

Braun Intertec Project Personnel

For this project, we will provide technicians that are MnDOT certified in each specialized field. For the proposed scope of services, our staff will have the following certifications:

- Aggregate Production
- Grading & Base Tester
- Concrete Field Tester
- Bituminous Street Inspector
- Bituminous Plant Tester
- MnDOT or ACI Strength Testing

Accredited Laboratory

In the 2025 SALT Schedule of Material Control, which is part of this project's testing requirements, MnDOT requires laboratories performing acceptance tests for payment to be accredited by the AASHTO Resource (formerly AASHTO Materials Reference Laboratory [AMRL]) for all test procedures performed.

Braun Intertec is one of the few independent testing companies that is accredited in the metro area. With Braun Intertec's Metro Material Laboratory typically operating 24 hours a day, laboratory test results are delivered in a timely manner.

Scope of Services

Testing services will be performed on an on-call, as-needed basis as requested and scheduled by you or your on-site project personnel. Based on our understanding of the project, we propose the following services.

Soil Related Services

- Perform nuclear gauge density tests on utility backfill and sub-grade preparation materials.
- Perform Full Depth Reclaim Dynamic Cone Penetrometer (DCP) tests on full depth reclaim (FDR) materials.
- Perform moisture content tests at time of compaction on full depth reclaim, sub-grade preparation and utility backfill.
- Perform gradation tests on full depth reclaim materials.
- Perform laboratory standard Proctor tests on backfill and fill materials.
- Prepare the preliminary and final grading and base report according to MnDOT Specifications.

Concrete Field Testing Related Services

- Sample and test the plastic concrete for slump, air content, and temperature prior to placement. We assume that we will be able to appropriately dispose of excess concrete (and associated wash water) on site at no additional cost to us.
- Prepare 4-inch by 8-inch cylinders for compressive strength testing. A set of four cylinders will be cast, with one tested at 7 days and three at 28 days for each set cast. Per the request for proposal, we have included 20 field cure cylinders. If additional field cure cylinders are requested, each additional cylinder will be charged at the unit price listed in our cost estimate.
- Laboratory compressive strength testing of cylinders.

Bituminous Related Services

- Collect verification samples per MnDOT's 2360 specification and randomly select one sample per day per mix to run quality assurance tests on. Perform quality assurance tests on the verification samples which include the following tests: Rice specific gravity, asphalt content, extracted aggregate gradation, gyratory density, coarse aggregate angularity, and fine aggregate angularity. Compare agency test results with contractor's test results for compliance with MnDOT 2360 specification.
- Measure the in-place wet density of the fresh bituminous with a nuclear density gauge to observe and document the contractor's roll pattern (ordinary compaction).

Reporting and Project Management

Test results will be issued weekly for the project as the various tasks are performed. If, at any time, there are failing tests which do not appear to be in accordance with the plans and specifications or MnDOT's Schedule of Materials Control, we will notify the engineer's representative and any others that we are directed to notify.

Before the final project closeout, we will issue a final report. The report will include the following:

- Braun Intertec technician roster for technicians that conducted testing on the project.

- Completed MnDOT Materials Certification Exceptions Summary for items tested by Braun Intertec.
- Completed Preliminary and Final Grading and Base Report.
- Moisture, Density, DCP, Proctor, and Gradation tests.
- Concrete compressive strength results.
- Bituminous verification test results.
- Bituminous contractor's summary sheets.
- Copies of concrete and bituminous plant certifications.

Basis of Scope of Work

The costs associated with the proposed scope of services were estimated using the following assumptions. If the construction schedule is modified or the contractor completes the various phases of the project at different frequencies or durations than shown in this proposal, we may need to adjust the overall cost accordingly. The scope of work and number of trips required to perform these services are as shown in the attached table. Notable assumptions in developing our estimate include:

- We were provided estimated quantities of tests, hours, and quantities to use for the purposes of this estimate. These numbers were provided within the Request for Proposal.
- We understand it will take 15 trips to complete the nuclear density gauge, dynamic cone penetration, and soil sampling on this project.
- We understand that 20 sets of concrete tests will be required to complete the project. We understand that 20 additional field-cured cylinders may be requested for the project.
- We understand that bituminous paving requiring sampling and testing will be completed in 4 days for this project.
- We assume MnDOT Metro Inspections will perform concrete batch plant monitoring and testing for this project.
- We assume MnDOT Metro Inspections will perform bituminous plant monitoring and testing for this project.
- We assume your full-time on-site construction observer will observe the test rolling for this project.
- We assume the project engineer of record will review and approve the contractor's quality control submittals and test results.
- You, or others you may designate, will provide us with current and approved plans and specifications for the project. Modification to these plans must also be sent to us so we can review their incorporation into the work.

- We will require a minimum of 24 hours' notice for scheduling inspections for a specific time. Shorter than 24 hours' notice may impact our ability to perform the requested services, and the associated impacts will be the responsibility of others.

If the work is completed at different rates than described above, this proposal should be revised.

Cost and Invoicing

We will furnish the services described herein for an estimated fee of **$41,258**. **Our estimated costs are based on industry averages for construction production. Depending on the contractor's performance, our costs may be significantly reduced or slightly higher than estimated**. A tabulation showing our estimated hourly and/or unit rates associated with our proposed scope of services is also attached. The actual cost of our services will be based on the actual units or hours expended to meet the requirements of the project documents.

This cost estimate was developed with the understanding that the scope of services defined herein will be required and requested during our normal work hours of 6:00 a.m. to 4:00 p.m., Monday through Friday. Services that we are asked to provide to meet the project requirements or the contractor's construction schedule outside our normal business hours will be invoiced using an overtime rate factor. The factor for services provided **outside** our normal work hours or on Saturday will be 1.25 times the listed hourly rate for the service provided. The factor for services provided on Sunday or legal holidays will be 1.5 times the listed hourly rate for the service provided. We have not included premiums for overtime in our cost estimate; however, we recommend that allowances and contingencies be made for overtime charges based on conversations with the contractor. You will be billed only for services provided on a time and materials basis.

Because our services are directly controlled by the schedule and performance of others, the actual cost may vary from our estimate. It is difficult to project all of the services and the quantity of services that may be required for any project. If services are required that are not discussed above, we will provide them at the rates shown in the attached table or, if not shown, at our current Schedule of Charges. We will invoice you on a monthly basis.

General Remarks

We will be happy to meet with you to discuss our scope of services further and clarify the various scope components.

We appreciate the opportunity to present this proposal to you. After review this proposal, if selected, we will attach our estimate to the city provided terms and conditions after legal review within Braun Intertec and the City of Chanhassen. Braun Intertec will not release any written reports until we have received a signed agreement.

We appreciate the opportunity to present this proposal to you. We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components. Braun Intertec will not release any written reports until we have received a signed agreement. Ordering services from Braun Intertec constitutes acceptance of the terms of this proposal.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please contact Jacob Collins at 612.418.8570 or (JaCollins@braunintertec.com).

Sincerely,

Braun Intertec Corporation

Jacob D. Collins
Project Manager

Andrew M. Valerius
Director, Senior Project Manager

Charles M. Cadenhead, Jr., PE
Vice President, Principal Engineer

Attachments:
Cost Estimate Table
City of Chanhassen Provided – Quantity Item Price List
Resumes –Tom Loosbrock, Jacob Collins, Andrew Valerius, and Charles Cadenhead

The proposal is accepted, and Braun Intertec is authorized to proceed.

_____
Authorizer's Firm

_____
Authorizer's Signature

_____
Authorizer's Name (please print or type)

_____
Authorizer's Title

_____
Date

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Fee Estimate
10010907_001
Chanhassen 26-02 Lake Drive E Rehabilitation SAP 194-110-006

Client:
City of Chanhassen
Ben Phillips
7700 Market Blvd
Chanhassen, MN 55317-8363

Work Site Address:
Lake Drive East
Chanhassen, Minnesota 55317

		Qty/Hours	Rate	Amount
Task 1: Construction Materials Testing				
Subtask 1.1: Soils Testing				**$7,220.00**
Soil Compaction Testing - Nuclear - Item 8		20.00	102.00	$2,040.00
Soil Compaction Testing - Non Nuclear - DCP Testing - Item 8		10.00	102.00	$1,020.00
Soil Sample pick-up - Item 8		10.00	102.00	$1,020.00
Nuclear moisture-density meter charge, per hour - Item 1 and Item 2		20.00	32.00	$640.00
Trip Charge - Soils Trip Charge - Item 7		15.00	50.00	$750.00
Geotechnical Evaluation Allowance - Item 14		1.00	1,750.00	$1,750.00
Subtask 1.2: Concrete Testing				**$8,650.00**
Concrete Testing - Item 9B		45.00	102.00	$4,590.00
Concrete Cylinder Pick Up - Item 10B		30.00	102.00	$3,060.00
Trip Charge - Concrete Trip Charge - Item 10A		20.00	50.00	$1,000.00
Subtask 1.3: Pavement Testing				**$7,190.00**
Asphalt Sample pick-up - Item 11B		10.00	102.00	$1,020.00
Nuclear - Roll Pattern Testing - Item 12A		30.00	102.00	$3,060.00
Nuclear moisture-density meter charge, per hour - Roll Pattern - Item 12A		30.00	32.00	$960.00
Trip Charge - Asphalt Trip Charge		8.00	50.00	$400.00
Asphalt Sample pick-up - Item 11C	*4 Ea @ 1 Qty*	*4.00*		
Roll Pattern - Item 12B	*4 Ea @ 1 Qty*	*4.00*		
Pavement Evaluation Allowance - Item 14		1.00	1,750.00	$1,750.00
Subtask 1.4: Laboratory Testing				**$9,192.00**
Soil Proctor MD Relationship (Standard) each - Item 3		5.00	216.00	$1,080.00
Sieve Analysis with No. 200 wash (ASTM C136 and C117) - Item 5		4.00	168.00	$672.00
Concrete Compressive Strength Cylinders ASTM C39 each		100.00	42.00	$4,200.00
Concrete Cylinder Sets	*20 Sets @ 4 Qty*	*80.00*		
Field-cured Cylinders	*20 Ea @ 1 Qty*	*20.00*		
MnDOT Asphalt Verification, per sample - Item 11A		4.00	810.00	$3,240.00
Subtask 1.5: Project Management				**$9,006.00**
Project Manager - Item 15A		25.00	186.00	$4,650.00
Project Assistant - Item 15B		20.00	102.00	$2,040.00
Project Manager - Item 13		2.00	186.00	$372.00
Senior Project Manager - Item 13		2.00	218.00	$436.00
Principal Engineer - Item 13		2.00	254.00	$508.00
Final Report - Final SAP Report - Item 13		1.00	1,000.00	$1,000.00
Task 1 Total:				**$41,258.00**
Project Total				**$41,258.00**

Chanhassen - 2026 Lake Drive E Rehabilitation City Project 26-02 (SAP 194-110-006)

ITEM NO.	ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE	COMMENTS
1	Compaction Testing on Soils (Nuclear Density Test)	EA	10	$32.00	$320	Charged per hour as "Nuclear moisture-density meter" Assumes 1 Ea per hour estimate (10 hours assumed)
2	Compaction Testing on Granular Materials (Nuclear Density Test)	EA	10	$32.00	$320	Charged per hour as "Nuclear moisture-density meter" Assumes 1 Ea per hour estimate (10 hours assumed)
3	Proctor Sample & Testing (including Moisture Content)	EA	5	$216.00	$1,080	
4	Topsoil Borrow Sample & Testing	EA	0	$445.00	$0	
5	Gradation Sample and Testing	EA	4	$168	$672	
6	DCP Tests for Aggregate Base (Class 5)	EA	20	$0	$0	No additional charge per each DCP. Cost is only per hour of technician.
7	Soils & Granular Materials Testing Trip Charge (ALL)	EA	15	$50	$750	
8	Soils & Granular Materials Testing Hours (ALL)	HR	40	$102	$4,080	
9A	Concrete Testing & Casting Cylinder Sets (Compressive Strength, Curing, & Handling)	*EA	20	$168	$3,360	Will be charged per cylinder. Price displayed to left is per set assuming 4 cylinders.
9B	Concrete Testing Hours	HR	45	$102	$4,590	
9C	Concrete Testing & Casting Field-Cured Cylinders (Compressive Strength, Curing, & Handling)	EA	20	$42	$840	
10A	Concrete Testing and Cylinder Pickup Trip Charge	EA	20	$50	$1,000	
10B	Cylinder Pick Up Hours	HR	30	$102	$3,060	
11A	MnDOT Gyratory Bituminous Mix Properties Verification Testing & Rice Testing	EA	4	$810	$3,240	
11B	Bituminous Verification Sample Pickup and Testing Hours	HR	10	$102	$1,020	
11C	Bituminous Verification Sample Pickup Trip Charge	EA	4	$50	$200	
12A	Roll Pattern Testing Hours	HR	30	$134	$4,020	Price listed is combined lines of "nuclear moisture-density meter charge" and "Compaction Testing - Nuclear" both per hour
12B	Roll Pattern Testing Trip Charge	EA	4	$50	$200	
13	Evaluation, Reporting, & Analysis Documentation	LS	1	$2,316	$2,316	Charges include Final Report (ea), Project Manager (hour), Senior Project Manager (hour), and Principal Engineer (hour)
14	Geotechnical and Pavement Evaluation Allowance	Allowance	1	$3,500	$3,500	Half listed with "Soils Testing" for Geotechnical Evaluation and half listed with "Pavement Testing" for Pavement Evaluation
15A	Project Management & Oversight	HR	25	$186	$4,650	
15B	Project Administration	HR	20	$102	$2,040	
				TOTAL	$41,258	

*EA indicates a set of 4 cylinders

Thomas R. Loosbrock

Field Operations Coordinator, Senior Field Technician

Mr. Loosbrock is a field operations coordinator responsible for field scheduling; general project management; soil excavation observations; soil density testing; reinforced concrete observations & testing; reinforced masonry observations & testing and pre-stressed concrete inspections. Tom is familiar with MnDOT specifications, MnDOT schedule of materials control, and has been the lead technician on many state-aid and federal projects throughout his career.

Tom was responsible for managing, performing field observations, and testing on the following projects and has more than 20 years of experience:

Project Experience

- Galpin Boulevard Improvements SAP 194-115-004, Chanhassen, MN (Spring 2024 to Fall 2025)
- Chanhassen 2025 Pavement Rehabilitation 25-01, Chanhassen, MN (Summer 2025)
- 2024 City of Chanhassen City Pavement Rehabilitation 24-01, Chanhassen, MN (Summer 2024 to Summer 2025)
- 2023 City of Chanhassen Mill & Overlay Projects, Chanhassen, MN (Summer 2023 to Fall 2023)
- 2023 City of Chanhassen Pavement Rehabilitation Project Chanhassen, MN (Summer 2023
- 2023 City of Chaska Street Reconstruction, Chaska, MN (Summer 2023
- 2022 Lake Lucy Road Rehab Project, Chanhassen, MN (Summer 2022)
- 2022 City of Chanhassen Reconstruction, Chanhassen, MN (Summer 2022)
- 2022 City of Chaska Street Reconstruction, Chaska, MN (Summer 2022)
- 2021 City of Chanhassen Street Reconstruction, Chanhassen, MN (Summer 2021)
- 2021 City of Chaska Street Reconstruction, Chaska, MN (Summer 2021)
- 2020 City of Chaska Street Reconstruction, Chaska, MN (Summer 2020)
- 2019 City of Chaska Street Reconstruction, Chaska, MN (Summer 2019)
- City of Chanhassen Lake Drive Improvements, Chanhassen, MN (Summer 2019)
- 2018 City of Chaska Street Reconstruction (Summer 2018)
- CSAH 83, Shakopee, MN (Summer 2016 to Fall 2017)
- TH 5 Reconstruction, Waconia, MN (Summer 2015 to Spring 2016)
- Vicksburg Lane Reconstruction, Plymouth, MN (Summer 2015 to Fall 20

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Experience

Industry: 20 years
Braun Intertec: 4 years

Education

B.S., Agricultural Systems Technology, South Dakota State University

Certifications

International Code Council (ICC) Certified: Reinforced Concrete Special Inspector, Structural Masonry Special Inspector, Prestressed Concrete Special Inspector, Soils Special Inspector
No. 1136593

American Concrete Institute (ACI) Concrete Field Testing Technician Grade I
No. 00936257

MnDOT Certified:
Aggregate Production
Grading and Base Level I & II
Bituminous Street Level I
Bituminous Plant Inspector Level I
Concrete Field Level I & II
Concrete Plant Inspector Level I
Bridge Construction Level I & II
No. 07515

Jacob D. Collins

Project Manager

Jacob joined Braun Intertec in 2022 as a project manager. Jacob has more than 20 years of experience with special inspections and testing. He now acts as a project manager for commercial and transportation projects. His extensive on-site testing and special inspection experience related to concrete, masonry, structural steel, fireproofing, soils as well as with MnDOT testing for transportation will help any project as project manager. Jacob also assists technicians on-site with training to help ensure the tests and observations are done properly in accordance with the project at hand.

Project Experience

- Preska Hall – Mankato State University – Mankato, MN (2011-2012)*
- St. Cloud State University Integrated Science and Engineering Laboratory Facility (ISELF) – St. Cloud, MN (2012-2013)*
- Herb Brooks National Hockey Center – Entrance Expansion – St. Cloud, MN –2012-2013)*
- North Hennepin Community College – Bioscience and Health Career Center – Brooklyn Park, MN – (2013-2014)*
- Mall of America – Phase 1C Expansion – Bloomington, MN – (2014-2016)*
- Encore Apartments – Minneapolis, MN – (2015-2016)*
- University of Minnesota – Athletes Village – Minneapolis, MN (2016-2017)*
- Various Local Municipality Street and Utility Improvements – Anoka, Brooklyn Center, Coon Rapids, Maple Grove, Ramsey, Robbinsdale – (2017-2022)*
- North Loop Apartments – Project 1 – Minneapolis, MN (2018-2019)*
- 1701 Nicollet Avenue Apartments – NICO I – Minneapolis, MN (2019)*
- 2924 Bryant Avenue Apartments – Minneapolis, MN (2020)*
- Robbinsdale Water System Improvements – Water Treatment Facility – Robbinsdale, MN – (2020-2022)*
- Cityline Apartments – Minneapolis, MN – (2021-2022)*
- NICO II Apartments – Minneapolis, MN – (2021-2022)*

*While employed by another firm.

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Experience

Industry: 20 years
Braun Intertec: 4 years

Education

Civil Engineering
University of Minnesota

Certifications

PTI Level 2 Unbonded PT Inspector
ICC Structural Steel 1 Framing and Bolting
ICC Structural Steel 2 Welding
ICC Steel Reinforced Concrete
ICC Fireproofing
ICC Soils
ACI Field Technician
MnDOT Aggregate Production
MnDOT Concrete Field
MnDOT Concrete Plant
MnDOT Bituminous Street
MnDOT Bituminous Plant
MnDOT Grading & Base Tester
MnDOT Grading & Base Inspector

- University of Minnesota – Microbial Cell Production Facility (MCPF) – St. Paul, MN – (2021-2022)*
- Farmington – 2022 Street and Utility Improvements – Farmington, MN (2022)
- St. Therese Senior Community – Corcoran, MN (2022-2024)
- Cottage Grove 100th Street, 105th Street, & Ideal Avenue Improvements – Cottage Grove, MN (2022-2023)
- Cottage Grove – South District Street and Utility Improvements – Cottage Grove, MN (2022-2023)
- Northfield 2022 NW Area Mill and Overlay Project – Northfield, MN (2022)
- Brooklyn Center – Woodbine Area Improvements / 53rd Avenue Mill & Overlay – SAP 109-116-003, SAP 109113-002 – Brooklyn Center, MN (2022)
- Crew Carwash – West St. Paul – West St. Paul, MN (2022)
- Edina Community Center 2022 Improvements – Edina, MN (2022)
- City of Cottage Grove – Glacial Valley Park Improvements (2022-2023)
- City of Carver – Ironwood Park Improvements – Carver, MN (2022-2023)
- Carver Elementary 2022 Addition – Carver, MN (2022-2023)
- Chanhassen – 2022 Lake Lucy Road Rehabilitation – SAP 253-102-001 – Chanhassen, MN (2022)
- Cottage Grove – E Point Douglas and Jamaica Avenue – SAP 180-110-014, Cottage Grove, MN (2023-2024)
- City of Brooklyn Center – 2023 Street and Utility Improvements – CP 23-01, CP 23-02, and CP 23-03 – Brooklyn Center, MN (2023)
- City of Maple Grove – Lakeview Knolls Site Pickleball – Maple Grove, MN (2023)
- Cottage Grove – Low Zone Water Treatment Plant – Cottage Grove, MN (2023-2025)
- Chanhassen – 2023 City Pavement Rehabilitation – CP 23-01 – Chanhassen, MN (2023)
- Ramsey – The COR Grading Improvements – Ramsey, MN (2023)
- Chanhassen – Galpin Boulevard Reconstruction – SAP 194-115-004 – Chanhassen, MN (2024-Current)
- TH 41 / Organic Recycling Facility Driveway Intersection Improvements – SP 7010-115 – Shakopee, MN (2024)
- County Road 5 Extension – SAP 043-605-016 SAP 043-609-019 – Winsted, MN (2024-2025)
- Brooklyn Center Orchard Lane East Improvements – Brooklyn Center, MN – (2024-2025)
- Cottage Grove - Intermediate Zone Water Treatment Plant – Cottage Grove, MN (2025-Current)
- Chanhassen – Crimson Bay Road Rehabilitation – SP 1002-123 – Chanhassen, MN (2025-Current)
- Northfield Mill Towns State Trail – Northfield, MN (2025-Current)
- Maple Grove The Commons and Waldon Shores Area Street Reconstruction – CP 2025-03 – Maple Grove, MN (2025)

*While employed by another firm.

Andrew M. Valerius

Director, Senior Project Manager

Andrew is a senior project manager who is responsible for overseeing the quality control and day-to-day operations of engineering technicians involved in roadway and bridge projects. Specializing in state-aid and federally-funded projects, he has extensive experience working with the Minnesota Department of Transportation's (MnDOT) Schedule of Materials Control and MnDOT's Standard Specifications for Construction. From past work he has a working relationship with MnDOT staff and is able to get timely responses to questions and resolve issues to keep projects on schedule. Internally, Andrew helps lead the Braun Intertec transportation construction materials testing group for the State of Minnesota. Andrew also helps organize and presents at many educational sessions that focus on MnDOT's specifications and procedures. Andrew's past experience providing field services, such as soil density testing, concrete testing, bituminous and concrete batch plant observations, and testing services has allowed him to gain the necessary knowledge of field testing practices and practical site experience to perform his senior project manager role at a high level to deliver quality results safely.

Project Experience

Andrew has worked on numerous local government projects including many MnDOT state-aid and federally funded projects while with Braun Intertec. He has provided material testing oversight and review for the following cities:

- *City of Bloomington, Bloomington, MN* — Oversaw the Construction Material Testing for the City of Bloomington's projects during the 2024, 2019, 2017, 2016, 2015, 2014, and 2011 construction season.* Also provided oversight of the Normandale Boulevard Reconstruction Project and the Old Cedar Avenue Roadway and Trail Improvement Project during the 2017 and 2018 Construction Seasons for the City of Bloomington.
- *City of Lakeville, Lakeville, MN* — Oversaw the Construction Material Testing for the City of Lakeville's projects since 2009.*
- *City of Apple Valley, Apple Valley, MN* — Oversaw the Construction Material Testing for the City of Apple Valley's projects since 2010.*
- *City of Edina, Edina, MN* — Oversaw the Construction Material Testing for the City of Edina's state aid/federal projects since 2009.*

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Experience

Industry: 20 years
Braun Intertec: 20 years

Education

B.S. Technology Assessment and Management
St. Cloud State University

Certifications

MnDOT Certified #13631
Aggregate Production
Concrete Field Tester & Inspector
Grading & Base Tester & Inspector
Concrete Plant Tester
Bituminous Plant Tester
Bituminous Street Inspector

- *City of Chaska, Chaska, MN* — Oversaw the Construction Material Testing for the City of Chaska's state aid/federal projects since 2009.*
- *City of Plymouth, Plymouth, MN* — Oversaw the Construction Material Testing for various City of Plymouth's state aid/ federal projects since 2009.*
- *City of St. Paul, St. Paul, MN* — Oversaw the Construction Material Testing for the City of St. Paul's projects during the 2009 construction season. Currently provides a supporting role to our John Rutherford our project manager.*
- *City of St.* Louis Park, St. Louis Park, MN -- Oversaw the Construction Material Testing for various City of St. Louis Park's state aid/ federal projects since 2009.*
- *City of Hastings, Hastings, MN* — Oversaw the Construction Material Testing for various City of Hastings' projects since 2009.*
- *MN State Government Shutdown, Various Cities, MN* — Provided project management for bituminous and concrete batch plant observations and testing for numerous cities and projects during the three week government shutdown in 2011.*

MnDOT Project Experience

Andrew has worked on numerous MnDOT projects while with Braun Intertec. He has provided materials testing oversight and review for the following major projects:

- *TH 13/101, Savage, MN* — Schedule Materials Control Coordinator responsible for ensuring overall compliance with the Schedule of Materials Control, verify testing rates, and preparing year end materials certification for the project. Mr. Valerius coordinated with the QC/QA staff and also filled in for the Quality Manager/Construction Quality Manager at times during construction.
- *I-35W Bridge over the Mississippi River, Minneapolis, MN* — Performed more than 1,000 hours of grading and base testing required for this major bridge replacement project.
- *Central Corridor Light Rail Project, West and East Project, Minneapolis and St. Paul, MN* — Providing a supporting role to our Project Managers with guidance in MnDOT testing procedures and protocol.
- *Advance Traffic Improvements Central Corridor Light Rail Project, Minneapolis, MN* — Oversaw construction materials testing on the Advance Traffic Improvements project which included many streets around the University of Minnesota.
- *4th Street Advanced Utilities, Central Corridor Light Rail Project, St. Paul, MN* — Provided Project Management oversight on the 4th Street Advanced Utility project on numerous streets in downtown St. Paul.

Charles Cadenhead, PE

Vice President, Principal Engineer

Charles brings more than 30 years of experience in the transportation industry and more than 26 years of experience in delivering construction projects for owners (MnDOT and Anoka County) and other clients. With every project, from design-bid-build to design-build Charles has been one of the primary individuals entrusted with quality oversight from all aspects. While working for MnDOT his primary focus was on the construction side of projects, however with his experience at Anoka County and as a consultant he has been involved in both design and construction quality management. At Anoka County he was involved as early as the right-of-way process and used his expertise in construction to help manage risks associated with the design of projects. Projects have been various in size from simple span bridges and mill and overlays to large design-build projects with over $400 million in construction. Charles brings years of contract administration and change management experience to bear in order to arrive at a successfully completed project.

Project Experience

For the past 8 years Charles has served as a Principal in Charge of municipal and state projects for Braun Intertec working with Project Managers and Technicians to provide engineering expertise and guidance. Below are larger projects in which Charles was heavily involved in the development and implementation of project construction, quality, and completion to meet the various requirements needed to satisfy high quality projects.

TH494 Design Build | MnDOT
Bloomington, Minnesota | 8/2024 - Present
Quality Manager. MnDOT is reconstructing the I494 with additional lanes, bridges, retaining walls, movement of utilities and multiple staging efforts to reduce congestion on this heavily trafficked corridor. Charles is the Quality Manager for the project and oversees the design Quality Manager and Construction Quality Manager for this project. Charles was responsible for setting up the five quality manuals for the project and has worked with the designer, contractor, and owner to help manage the delivery of the project while meeting the project quality standards. *25% Commitment*

BRAUN INTERTEC

the science you build on

Experience

MN Transportation: 30 years
MnDOT: 15 years
  Design-Build projects: 4 years
Anoka County: 5 years
  Design-Build projects: 2 years
Private Sector: 14 years
  Design Build projects: 8 years

Certifications

Professional Engineer - Minnesota

TH 52 Design Build | MnDOT
Zumbrota, Minnesota | 7/2021 – 10/2023
Quality Manager. MnDOT reconstructed the Trunk Highway 52 mainline, approximately 20 miles, with new concrete pavement using the design-build project delivery method for the work. Charles was the Quality Manager for the project and oversees the design Quality Manager and Construction Quality Manager for this project. Charles was responsible for setting up the five quality manuals for the project and worked with the designer, contractor, and owner to help manage the delivery of the project while meeting the project quality standards. *25% Commitment*

I-94 Maple Grove to Rogers Design- Build | MnDOT
Maple Grove, Minnesota | 9/2019 – 7/2022
Quality Manager. MnDOT is adding a lane to I-94 between Maple Grove and Rogers using the design-build project delivery method for the project. Charles is the Quality Manager for the project and oversees the Design Quality Manager and Construction Quality Manager for this project. He has set up the five quality manuals for the project and works with the designer, contractor, and owner to help the delivery of the project meeting the project quality standards. *25% Commitment*

TH 371 Design-Build | MnDOT
Nisswa, Minnesota | 9/2015 – 11/2017
Consultant Project Manager/Change Management. The reroute of TH 371 by Pequot Lakes is MnDOT, District 3, is a design-build project to allow travelers to avoid traffic congestion in the town of Pequot Lakes while allowing local traffic to move easier in the community. Charles is the consultant team project manager, contract administrator for MnDOT and the construction quality manager for this project that was completed in the fall of 2017. *30% Commitment*

I-35W/4th Street Design-Build | MnDOT
Consultant Manager/Contract Administrator | 5/2014 – 11/2016
This MnDOT project incorporated the realignment of an overpass bridge, additional lane construction, retaining walls and contaminated material removal management. Charles performed the duties of contract administrator and consultant project manager for the entirety of the project. This busy urban project necessitated tight time controls on the traffic impacts on the interstate system and design modifications from the initial proposed layout. Charles was heavily involved in the weekly construction meetings and helping staff new to the design-build project delivery method. Total cost control and negotiations on the project led to an increase in the bid amount by less than 1% on the overall project costs. *30% Commitment*

Elk Run Design-Build | MnDOT
Oronoco, Minnesota | 5/2012 – 11/2012
Construction/Project Engineer. Charles served as a construction engineer for the final year of the $34 million design-build project along the TH 52 corridor. The project scope consisted of the construction of a new Diverging Diamond Interchange with frontage/service roads on TH 52 and realignment of approximately three miles of Olmsted CSAH 12. As an extension of MnDOT, Charles managed the field and office staff and was responsible for oversight of the team to ensure verification inspection and testing was conducted in accordance with established standards and procedures in the Quality Management Plan. *30% Commitment*

Request for Proposals:
Construction Materials Testing
for
2026 Lake Dr. E Rehabilitation Project
No. 26-02 (SAP 194-119-002 & 194-110-006)

I. INTRODUCTION

The City of Chanhassen is issuing this Request for Proposals (RFP) for construction professional services of approximately a half (0.5) miles of roadway reconstruction, rehabilitation and associated utility and stormwater improvements within the City. In general, the project includes materials testing and sampling, geotechnical evaluations, and recommendations of site conditions during construction.

A. RFP Content. This RFP contains the following sections:

- **I.** Introduction
- **II.** Project Information
- **III.** Proposal Requirements

B. Addenda/Clarifications. Any changes to this RFP will be made by written addendum. Verbal modification will not be binding.

C. Pre-Contractual Expenses. The city will not be responsible for any pre-contractual expenses. Pre-contractual expenses are defined as expenses incurred by the Consultant in:

1. Preparing its proposal in response to this RFP
2. Submitting that proposal to the City of Chanhassen
3. Negotiating with the City of Chanhassen any matter related to that proposal; or
4. Any other expenses incurred by the Consultant prior to the date of execution of the Proposed Agreement.

D. Contract Award

1. Consultant shall be required to enter into the City's standard Professional Services Agreement (attached).

2. Issuance of this RFP and receipt of proposals does not commit the City of Chanhassen to award a contract. The City of Chanhassen reserves the right to postpone opening for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than the selected Consultant should negotiations with the elected be terminated, to negotiate with more than one Consultant simultaneously, or to cancel all or part of this RFP.

E. Contact Person. The Consultant's contact for specific questions regarding information in this proposal is: Ben Phillips, (952) 227-1166, Bphillips@ChanhassenMN.gov.

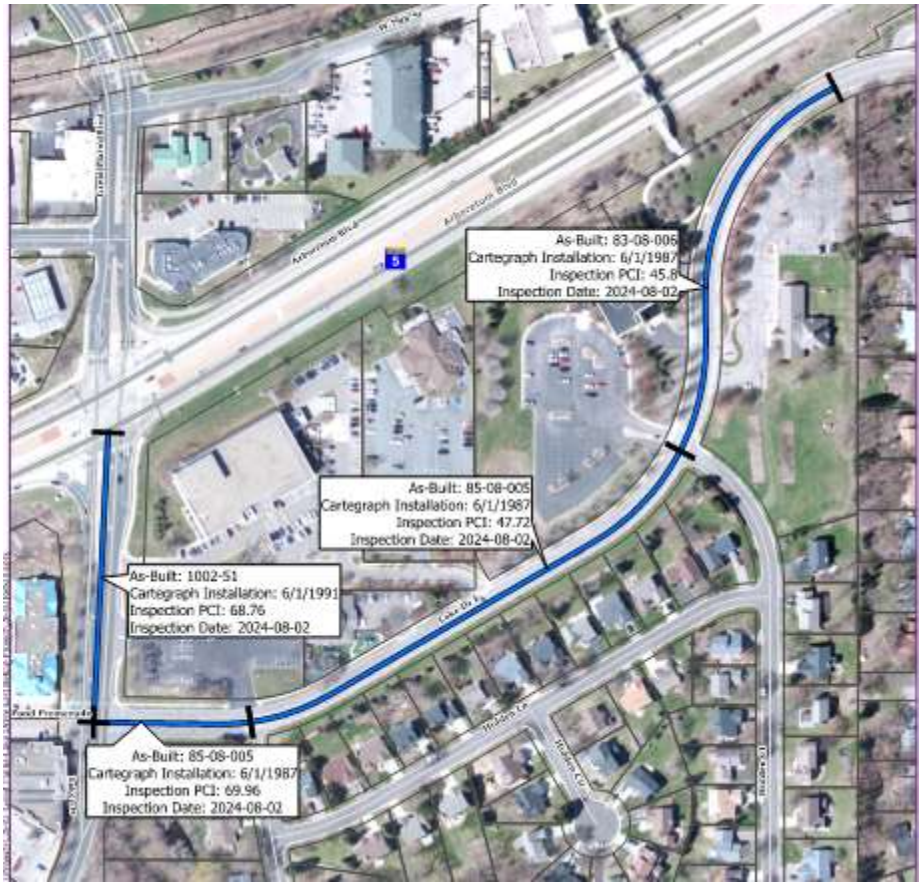
II. PROJECT INFORMATION

A. Project Area and Identified Improvements.

Approximately a half (0.5) mile of roadway is proposed to be rehabilitated or reconstructed within a commercial area which also provides access to a residential area of Chanhassen. The project area consists of two primary MSA streets: Lake Dr E between Great Plains Blvd and Dakota Ave plus Great Plains Blvd between TH 5 and Lake Dr E. Both segments have been designated by the city as municipal state aid segments. The area proposed for improvements is shown in the attached Figures.

- Lake Dr E was originally constructed between 1983 and 1987. It was last seal-coated in 2012. This ~1450-foot street segment is currently programmed to be rehabilitated via a full depth reclamation from the tie in point on the east end near Dakota Ave to the intersection with Great Plains Blvd.
- This ~550-foot segment of Great Plains Blvd was originally constructed in 1973, last reconstructed in 1991, and last rehabilitated in 2001. It was seal-coated in 2013. It is currently programmed to be rehabilitated via a full depth reclamation from TH 5 to the intersection with Lake Dr E.
- The intersection of Great Plains Blvd and Lake Dr E is expected to either be rehabilitated via a full depth reclamation or reconstructed and reconfigured after a full intersection analysis has been completed and the City has selected the preferred configuration. It is expected the preliminary design include an intersection control evaluation report including performing traffic counts.

The areas proposed for improvements are shown in the Figure below. A full plan set, project specifications, and geotechnical report are available upon request. Please contact Ben Phillips to obtain these documents.



B. Project Scope. The objective is to provide construction materials testing and any requested geotechnical evaluations and recommendations of site conditions. Anticipated amounts of various tests needed on this project are detailed below. Please ensure to submit costs for the amounts listed as provided on the attached spreadsheet.

1. Soils and Aggregate Testing

a. Soil and aggregation gradation, proctor, moisture, modified DCP testing on Class 5, aggregate quality testing, and specified density nuclear tests of trench backfill for utility work per city specifications:

- **Submit costs for 20 compaction tests (nuclear density test), 5 proctor samples, 4 gradations (aggregate base, select granular, aggregate backfills), 20 DCP tests with moisture result on Class 5.**

b. Trip charges and technician time:

- **Submit costs for 15 trips and 40 hours of technician time for soils and aggregate testing.**

2. Concrete Testing

    a. Slump, air, temperature & 1 set of 4x8 cylinders per 100 CY per mix type per day (4 cylinders is 1 set):

        - **Submit costs for Compressive Strength, Curing, & Handling for 20 sets of cylinders and technician time of 45 hours.**
        - **Submit total costs for Compressive Strength, Curing, & Handling for 20 field-cured cylinders (per cylinder).**

    b. Concrete strength break testing and reports for cylinder sets (one 7-day and three 28-day) and field-cures (as directed by Engineer) cast:

        - **Submit costs for sample pickup time of 30 hours and 20 total trips for concrete testing and cylinder pickup.**

3. Bituminous Testing

    a. MnDOT gyratory mix properties verification testing per day and Rice Testing per MnDOT 2360. (1 sample per day per mix type)

        - **Submit costs for 4 samples.**
        - **Submit costs for 4 total trips and 10 hours of technician time for sample pickup and bituminous testing.**

    b. Roll pattern establishment via nuclear density testing (one per day per mix type).

        - **Submit total costs for 4 trips and 30 hours of technician time.**

4. Geotechnical and Pavement Evaluation and Recommendations

    a. This would only be utilized if very poor soils or unstable base is discovered during excavation or utility construction.

        - **A $3,500 allowance will be built into the proposal for the consultant to use on an as needed basis for consulting services.**

5. Project Management & Oversight plus Project Administration

        - **Submit cost per attached spreadsheet per hour.**

6. Evaluation, Reporting and Analysis Documentation

- **Consultant shall submit daily reports and other standard documents utilized to summarize daily activity on-site and observations on a routine basis as directed by Engineer.**
  For example: **If roll pattern testing is performed in preparation for paving operations – the tests, timing, location, and observations shall be detailed in a daily report.**
- **Final project report summarizing all testing completed.**

D. Project Schedule. The following is the anticipated project schedule:

Start Construction	May 2026
Final Completion	July 1st, 2027

III. PROPOSAL

A. Submission of Proposal. Submit the proposal electronically to:

Ben Phillips
Construction Manager
City of Chanhassen
Bphillips@ChanhassenMN.gov

Proposals shall be received by 4:00 p.m., April 17th, 2026. Proposals received after this time will not be accepted.

B. Proposal Format. Proposals shall be prepared two-sided on 8½" x 11" paper, with all text clear of binding. Use of 11" x 17" fold-out sheets for large tables, charts or diagrams is permissible but shall be limited. The proposal shall be clear and understandable when reproduced in black and white and or color.

C. Copies. The Consultant shall submit one (1) electronic copy of the proposal bearing the Consultant's name and address, and clearly marked as following:

"26-02 Construction Materials Testing"

D. Letter of Transmittal.
Include, at a minimum, the following:

1. Identification of the offering firm(s), including name, address and telephone number of each firm,
2. Acknowledgement of receipt of RFP addenda, if any, and
3. Name, title, address, email address and telephone numbers of contact person during period of proposal evaluation.

E. Consultant Team. Identify all team members and areas of responsibility. Resumes may be requested by City staff during proposal review.

F. Understanding of the Project. The Consultant shall provide a brief, concise description that demonstrates the Consultant's understanding of the project and what needs to be done to successfully complete the work scope.

G. Consultant Fee. Consultant shall provide the detailed cost breakdown as required in the spreadsheet format attached to the proposal. Any modifications must be approved the City prior to submission. A total not-to-exceed cost for all work shall be included.

H. Exceptions and Deviations. The Consultant may include other services outside the scope of this proposal that the firm feels may be needed. The Consultant also may propose cost-saving items. Any exceptions to the requirements in this RFP, including the language in the contractual terms, must be included in the proposal. If the Consultant proposes changes to the scope of work, include a description, reason for the change and added/deducted engineering costs. Segregate all exceptions as a separate element of the proposal under the heading "Exceptions and Deviations".

ITEM NO.	ITEM	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE
1	Compaction Testing on Soils (Nuclear Density Test)	EA	0	$_____	$_____
2	Compaction Testing on Granular Materials (Nuclear Density Test)	EA	0	$_____	$_____
3	Proctor Sample & Testing (including Moisture Content)	EA	5	$_____	$_____
4	Topsoil Borrow Sample & Testing	EA	0	$_____	$_____
5	Gradation Sample and Testing	EA	4	$_____	$_____
6	DCP Tests for Aggregate Base (Class 5)	EA	20	$_____	$_____
7	Soils & Granular Materials Testing Trip Charge (ALL)	EA	9	$_____	$_____
8	Soils & Granular Materials Testing Hours (ALL)	HR	40	$_____	$_____
9A	Concrete Testing & Casting Cylinder **Sets** (Compressive Strength, Curing, & Handling)	*EA	20	$_____	$_____
9B	Concrete Testing Hours	HR	45	$_____	$_____
9C	Concrete Testing & Casting **Field-Cured** Cylinders (Compressive Strength, Curing, & Handling)	EA	20	$_____	$_____
10A	Concrete Testing and Cylinder Pickup Trip Charge	EA	20	$_____	$_____
10B	Cylinder Pick Up Hours	HR	30	$_____	$_____
11A	MnDOT Gyratory Bituminous Mix Properties Verification Testing & Rice Testing	EA	4	$_____	$_____
11B	Bituminous Verification Sample Pickup and Testing Hours	HR	10	$_____	$_____
11C	Bituminous Verification Sample Pickup Trip Charge	EA	4	$_____	$_____
12A	Roll Pattern Testing Hours	HR	30	$_____	$_____
12B	Roll Pattern Testing Trip Charge	EA	4	$_____	$_____
13	Evaluation, Reporting, & Analysis Documentation	LS	1	$_____	$_____
14	Geotechnical and Pavement Evaluation Allowance	Allowance	1	$3,500	$3,500
15A	Project Management & Oversight	HR	25	$_____	$_____
15B	Project Administration	HR	20	$_____	$_____
				TOTAL	$_____

*EA indicates a set of 4 cylinders

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this _____ day of _____, 20__, by and between the **CITY OF CHANHASSEN,** a Minnesota municipal corporation ("City") and _____ "Consultant").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Consultant for_____.

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Professional Services Agreement;

B. Request for quote – _____ dated _____, 20___;

C. Insurance Certificate;

D. Consultant's _____, 20___ proposal for_____ ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "D" having the last priority.

3. COMPENSATION. Consultant shall be paid by the City for the services described in the Proposal a not to exceed fee of _____ Dollars ($_____, inclusive of expenses. Services performed directly by Consultant shall be paid at an hourly rate in accordance with the Proposal, subject to the not to exceed fee. The not to exceed fees and expenses shall not be adjusted if the estimated hours to perform a task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall bill the City as the work progresses. Payment shall be made by the City within thirty-five (35) days of receipt of an invoice.

4. DOCUMENT OWNERSHIP. All reports, plans, models, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

7. STANDARD OF CARE. Consultant 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 consultant under similar circumstances. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Consultant's services.

8. INDEMNIFICATION. Consultant shall indemnify and hold harmless the City, its officers, 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 services provided for herein and further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising hereunder.

9. INSURANCE. Consultant shall secure and maintain such insurance as will protect Consultant from claims under the Worker's Compensation Acts, automobile liability, and from claims for bodily injury, death, or property damage which may arise from the performance of services under this Agreement. Such insurance shall be written for amounts not less than:

Commercial General Liability	$2,000,000 each occurrence/aggregate
Automobile Liability	$2,000,000 combined single limit
Professional Liability	$2,000,000 each occurrence/aggregate

The City shall be named as an additional insured on the general liability policy on a primary and non-contributory basis. Before commencing work, the Consultant shall provide the City a certificate of insurance evidencing the required insurance coverage in a form acceptable to City.

10. INDEPENDENT CONTRACTOR. The City hereby retains Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner agents or employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers 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.

11. SUBCONTRACTORS. Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Consultant shall comply with Minnesota Statutes § 471.425. Consultant must pay subcontractors for all undisputed services provided by subcontractors within ten (10) days of Consultant's receipt of payment from City. Consultant must pay interest of one and five-tenths percent (1.5%) per month or any part of a month to subcontractors on any undisputed amount not paid on time to subcontractors. The minimum monthly interest penalty payment for an unpaid balance of One Hundred Dollars ($100.00) or more is Ten Dollars ($10.00).

12. CONTROLLING LAW/VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Carver County Minnesota.

13. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Consultant 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 Consultant pursuant to this Agreement. Consultant 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 Consultant receives a request to release data, Consultant must immediately notify City. City will give Consultant instructions concerning the release of the data to the requesting party before the data is released. Consultant agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Consultant'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. COPYRIGHT. Consultant shall defend actions or claims charging infringement of any copyright or software license by reason of the use or adoption of any software, designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting therefrom.

15. PATENTED DEVICES, MATERIALS AND PROCESSES. If the Contract requires, or the Consultant desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Consultant shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the City. If no such agreement is made or filed as noted, the Consultant shall indemnify and hold harmless the City from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under the Contract, and shall indemnify and defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

16. RECORDS. Consultant shall maintain complete and accurate records of hours worked and expenses involved in the performance of services.

17. ASSIGNMENT. Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

18. WAIVER. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

19. 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.

20. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Consultant. In the event of termination, the City shall be obligated to the Consultant for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination.

Dated: _____, 20__. **CITY OF CHANHASSEN**

BY: _____
Elise Ryan, Mayor

BY: _____
Laurie Hokkanen, City Manager

Dated: _____, 20__. _____

BY: _____
_____
Its _____

City Council Item

April 27, 2026

Item	Resolution 2026-XX: Accepting a $2,561.31 Donation from the Chanhassen Athletic Association for Lake Ann Park Ballfield 1, 4, and 5 Irrigation Improvements	
File No.		**Item No:** D.17
Agenda Section	**CONSENT AGENDA**	
Prepared By	Luke Kegley, Recreation Supervisor	
Reviewed By	Jerry Ruegemer	

SUGGESTED ACTION

"The City Council adopts a resolution approving the acceptance of a $2,561.31 donation from the Chanhassen Athletic Association for irrigation work at Lake Ann Park Ballfields 1, 4, and 5."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

The Chanhassen Athletic Association (CAA) is a long-standing partner in administering youth sports programs for the community. CAA has committed to donate $2,561.31 to the City of Chanhassen to fund 50% of additional required irrigation improvements at Lake Ann Park ballfields 1, 4, and 5, as part of the ongoing Lake Ann Park ballfield improvement project. The city will cover the remaining 50% of the cost of required irrigation work ($2,561.31).

BACKGROUND

This $2,561.31 donation from CAA follows two larger donations of $66,871.71 (March 2026) and $19,669.83 (November 2025) to cover the costs of a comprehensive improvement project at Lake Ann Park ballfields 1-6, in full. During the initial phases of the Spring 2026 work on this project, contractors from Minnesota Sodding Company (MSC) identified a need for additional irrigation improvements on

ballfields 1, 4, and 5 to ensure the long-term health and maintenance of the new field surfaces. This additional irrigation work will ensure that the infrastructure supporting fields 1, 4, and 5 is updated concurrently with the surface renovations already underway.

DISCUSSION

Lake Ann ballfields 1, 4, and 5 are high-use facilities that require consistent irrigation to maintain safety and playability. To ensure the long-term health of these fields, MSC has recommended adjusting and improving the existing irrigation systems to accommodate the newly restored infield edges and sod. Completing this work now prevents future disruptions to the playing surfaces and aligns with the City's strategic goal of maintaining infrastructure to the highest level.

The total cost for these specific irrigation improvements is $5,122.61. The $2,561.31 donation from CAA will fund 50% of the required irrigation work, with the city matching that amount to complete the work in full. The city recognizes and appreciates the CAA’s ongoing generosity and commitment to this project.

BUDGET

RECOMMENDATION

“Staff recommends that the City Council adopts a resolution approving the acceptance of a $2,561.31 donation from the Chanhassen Athletic Association for irrigation work at Lake Ann Park Ballfields 1, 4, and 5."

ATTACHMENTS

CAA Ball Field Resolution 1, 4, & 5
Minnesota Sodding Company Quote
CAA Ball Field 1, 4, and 5 Donation Agreement
March 23, 2026 City Council Item D. 13
November 24, 2025 City Council Item F. 12

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

DATE: April 27, 2026 RESOLUTION NO: 2026-XX

MOTION BY: _____ SECONDED BY: _____

A RESOLUTION ACCEPTING A DONATION FROM CHANHASSEN ATHLETIC ASSOCIATION

BE IT RESOLVED that the Chanhassen City Council hereby accepts the donation from the Chanhassen Athletic Association of $2,561.31, for improvements to ball fields 1, 4, and 5 at Lake Ann Park.

BE IT FURTHER RESOLVED that city staff is hereby directed to prepare a letter to the Chanhassen Athletic Association thanking them for their contribution towards ball field improvements at Lake Ann Park.

PASSED AND ADOPTED by the Chanhassen City Council this 27th day of April 2026.

ATTEST:

_____ _____
Jenny Potter, City Clerk Elise Ryan, Mayor

YES	NO	ABSENT

Proposal

Minnesota Sodding Company

Client Name:	City of Chanhassen		
Project Name:	Chanhassen- Lake Ann Irrigation Adjustments on Field #1		
Jobsite Address:	Chanhassen, MN 55317	Billing Address:	7901 Park Place Chanhassen, MN 55317
Estimate ID:	EST6131842		
Date:	Apr 09, 2026		

Move 3 Heads on Field #1	$1,643.81

- Remove the 3 heads with their swing joints behind 2nd base.
- Trench in new pipe to reset the heads along the new infield arc
- Reset the heads, test the system and set the heads for proper coverage

Subtotal	$1,643.81
Taxes	$0.00
Estimate Total	$1,643.81

Estimate authorized by: _____ Company Representative

Signature Date: _____

Estimate approved by: _____ Customer Representative

Signature Date: _____

Proposal

Minnesota Sodding Company

Client Name:	City of Chanhassen		
Project Name:	Chanhassen- Lake Ann Fields 4 & 5 Arc Resod		
Jobsite Address:	Chanhassen, MN 55317	Billing Address:	7901 Park Place Chanhassen, MN 55317
Estimate ID:	EST6132761		
Date:	Apr 09, 2026		

Lake Ann - Resod 4' New on Fields 4 & 5	$3,478.80

- Cut out sod and exisiting lips along the outfield arcs(320 linear ft.)
- Work around existing irrigations heads
- Set grade to the proper levels to allow for proper infield drainage.
- Adjust irrigation head heights as needed
- Resod the arcs at 4 ft. to provide a clean, level outfield arc
- Sod watering is the responsibility of the client following the completed installation

Subtotal	$3,478.80
Taxes	$0.00
Estimate Total	$3,478.80

Estimate authorized by: _____
Company Representative

Signature Date: _____

Estimate approved by: _____
Customer Representative

Signature Date: _____

AGREEMENT

THIS DONATION AGREEMENT ("Agreement") entered into this ___ day of ____, 2026, by and between the **CITY OF CHANHASSEN**, a Minnesota municipal corporation ("City"), and **CHANHASSEN ATHLETIC ASSOCIATION,** a Minnesota Nonprofit Corporation ("Donor").

NOW, THEREFORE, IN CONSIDERATION OF THEIR MUTUAL COVENANTS THE PARTIES AGREE AS FOLLOWS:

1. **Approval**. This Agreement is contingent upon the City Council adopting a resolution pursuant to Minnesota Statutes Section 465.03 accepting the donation subject to the terms of this agreement.

2. **Donation**. The Donar donates $2,561.31 to the City to cover 50% of additional required irrigation improvements to ball fields 1, 4, and 5, as described in Exhibit A, at Lake Ann Park in Chanhassen ("Project"). The Donor shall make one payment to the City of $2,561.31 on April 28, 2026. If the City in its sole discretion decides not to proceed with the Project, the City will return any donated funds the City has received pursuant to this Agreement to the Donor. If Donor does not provide the payment to the City by the above date, the City may, in its sole discretion, decide not to proceed with the Project. No work may begin on the Project until Donor provides payment to the City.

3. **Naming**. A plaque will be installed by the City in a location adjacent to the Project to recognize the donation.

4. **Maintenance**. The Project shall be maintained by the City of Chanhassen.

5. **Decommissioning**. The Project may be decommissioned based on the following reasons at the City's discretion:

a. The Project has reached the end of its useful life.
b. The Project is damaged to a point where repair becomes financially burdensome to the City.
c. The City Council determines that the site is needed for another public use.

6. **Termination.** This Agreement may be terminated:

a. By either party upon material breach by the other, provided that the breaching party fails to cure such breach within (10) days after written notice;
b. By mutual written agreement of the parties.

If terminated without cause by the Donor, Donor shall remain responsible for any donations already agreed upon.

7. **Severability.** If any provision, term, or condition of this Agreement is found to be or become unenforceable or invalid, it shall not affect the remaining provisions, terms, and

conditions of this Agreement, unless such invalid or unenforceable provision, term, or condition renders this Agreement impossible to perform. Such remaining terms and conditions of the Agreement shall continue in full force and effect and shall continue to operate as the parties' entire agreement.

8. **Force Majeure.** Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy. For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in market prices or conditions, or (c) a party's financial inability to perform its obligations hereunder.

9. **Relationship of the Parties.** Nothing contained in this Agreement shall be deemed or construed as creating a joint venture or partnership between the parties.

10. **Waivers.** Failure of either party to object to any default, or to any other act or omission of the other, which is in violation of the terms of this Donation Agreement, will not be deemed a waiver of the right to object to any subsequent default, act or omission, whether similar or dissimilar.

11. **Governing Law and Venue.** This Donation Agreement will be governed by the laws of the State of Minnesota, without reference to its conflict of laws provisions. Any legal proceeding arising from this Donation Agreement will be venued in the state or federal courts with jurisdiction in Carver County, Minnesota.

12. **Data Practices.** Donor acknowledges that the City is subject to the Minnesota Government Data Practices Act, Minnesota Statues, Chapter 13, and its associated Rules (the "Act"), as well as other state or federal law applicable to government data. Donor further acknowledges and understands that this Donation Agreement and the data provided by Donor in this Donation Agreement will become subject to the Act and will be classified pursuant to the Act. The City will use any Donor data solely for purposes of the Program, and will not disclose Donor data except as may be required by the Act, other applicable law, or Order of a court of competent jurisdiction.

13. **Entire Agreement.** This Agreement represents the entire agreement of the parties and is a final, complete, and all inclusive statement of the terms thereof, and supersedes and terminates any prior agreement(s), understandings, or written or verbal representations made between the parties with respect thereto.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement as of the day and year first above written.

CITY:
CITY OF CHANHASSEN:

By: _____
Elise Ryan, Mayor

By: _____
Laurie Hokkanen, City Manager

DONOR:
CHANHASSEN ATHLETIC ASSOCIATION:

By: _____
Its:_____

City Council Item

March 23, 2026

Item	Resolution 2026-XX: Approval of $66,871.71 Donation and Award Bid for Lake Ann Park Ballfield 1, 2, and 3 Improvements	
File No.		**Item No:** D.13
Agenda Section	**CONSENT AGENDA**	
Prepared By	Priya Wall, Recreation Manager	
Reviewed By	Jerry Ruegemer	

SUGGESTED ACTION

"The City Council adopts a resolution approving the acceptance of a $66,871.71 donation from the Chanhassen Athletic Association and approves the $66,871.71 bid of Minnesota Sodding Company for improvements at the Lake Ann Park Ballfields 1, 2, and 3."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

The Chanhassen Athletic Association (CAA) is a parent/adult-led organization that has successfully administered youth sports programs within the community for over 50 years.

CAA would like to donate $66,871.71 to the City of Chanhassen to finance necessary improvements at Lake Ann Park ballfields 1, 2, and 3.

BACKGROUND

This $66,871.71 donation is the second of two donations from the Chanhassen Athletic Association (CAA), the first of which was approved by City Council on November 24, 2025. Each of these donations covers one part in a two-part project to improve ballfields 1-6 at Lake Ann Park. The donation approved on November 24, 2025 will support improvements to fields 4, 5, and 6, and the

proposed $66,871.71 donation will support improvements to fields 1, 2, and 3. Work on all ball fields (1-6) will take place in Spring 2026, beginning as soon as weather allows.

CAA has partnered with the city on numerous occasions to enhance local athletic facilities. Past contributions include the installation of scoreboards at Lake Susan Park and Lake Ann Park, dugout improvements at both parks, athletic lighting at Lake Susan Park, batting cage upgrades at Lake Ann Park, the remodeling of the Lake Ann ball field concession stand, and installation of storage sheds at Bandimere Park and Lake Ann Park. Additionally, CAA has supported various field improvement projects over the years.

After 30 plus years of use, ballfields 1, 2, and 3 at Lake Ann Park are in need of repair. The base paths and infield edges have become built up. With years of use, the ag-lime has migrated beyond the infield areas while the grass continues to grow through, which creates a negative user experience for base runners and infielders. Staff have taken measures to mitigate the effects and reduce these raised edges; however, the scope of work and equipment required to fully address the underlying issues are beyond our current capabilities.

DISCUSSION

Ballfields 1, 2, and 3 at Lake Ann Park are some of Chanhassen's most heavily utilized athletic fields, hosting over 350 hours of youth and adult sports practices, games, and tournaments annually. These fields serve as key locations for local baseball and softball leagues, as well as other community recreation activities.

CAA's contribution will fund several key improvements on fields 1, 2, and 3, including sod removal to eliminate built-up lips along infield edges and outfield arcs, resetting and importing ag-lime to restore proper grading and surface drainage, and completing precision grading using machine-controlled equipment to ensure a safe and consistent playing surface. Additional improvements include installing new home plates and pitching rubbers, as well as new base anchors at multiple distances to support varying levels of play. Fields 2 and 3 will also include removal of existing mounds and construction of ag-lime areas to accommodate temporary mounds, providing flexibility for different age groups and field configurations. Topdressing of infield turf areas will further improve surface quality and playability. This field reconstruction will ensure that Lake Ann Park ballfields 1, 2, and 3 are a safe and enjoyable destination for our local associations and all other user groups, while maintaining the city's strategic goal of maintaining our infrastructure to the highest level.

Quotes for the ballfield improvements were received from the following companies:

Company	Quote
Minnesota Sodding Company*	**$66,871.71**
JS Stewart Companies, Inc.	$67,199.00

***Bolded low quote**

The city recognizes and appreciates the CAA's ongoing generosity and commitment to enhancing Chanhassen's athletic facilities for over 50 years.

BUDGET

RECOMMENDATION

“Staff recommends that the City Council adopts a resolution approving the acceptance of a $66,871.71 donation from the Chanhassen Athletic Association and approves the $66,871.71 bid of Minnesota Sodding Company for improvements at the Lake Ann Park Ballfields 1, 2, and 3."

ATTACHMENTS

CAA Ball Field Resolution 1, 2, and 3
CAA Ball Field 1, 2, and 3 Donation Agreement
Minnesota Sodding Company Quote
JS Stewart Companies Inc. Quote
Quote Comparisons
Minnesota Sodding Company Contract
November 24, 2025 City Council Item F.12

City Council Item

November 24, 2025

Item	Resolution 2025-XX: Approval of $19,669.83 Donation and Award Bid for Lake Ann Park Ballfield 4, 5, and 6 Improvements	
File No.		**Item No:** F.12
Agenda Section	**CONSENT AGENDA**	
Prepared By	Priya Wall, Recreation Manager	
Reviewed By	Jerry Ruegemer	

SUGGESTED ACTION

"The City Council adopts a resolution approving the acceptance of an $19,669.83 donation from the Chanhassen Athletic Association and approves the $19,669.83 bid of Minnesota Sodding Company for improvements at the Lake Ann Park Ballfields 4, 5, and 6."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

The Chanhassen Athletic Association (CAA) is a parent/adult-led organization that has successfully administered youth sports programs within the community for over 50 years.

CAA would like to donate $19,669.83 to the City of Chanhassen to finance necessary improvements at Lake Ann Park ballfields 4, 5, and 6.

BACKGROUND

The Chanhassen Athletic Association (CAA) has partnered with the city on numerous occasions to enhance local athletic facilities. Past contributions include the installation of scoreboards at Lake Susan Park and Lake Ann Park, dugout improvements at both parks, athletic lighting at Lake Susan Park, batting cage upgrades at Lake Ann Park, the remodeling of the Lake Ann ball field concession stand,

and installation of storage sheds at Bandimere Park and Lake Ann Park. Additionally, CAA has supported various field improvement projects over the years.

After 30 plus years of use, ballfields 4, 5, and 6 at Lake Ann Park are in need of repair. The base paths and infield edges have become built up. With years of use, the ag-lime has migrated beyond the infield areas while the grass continues to grow through, which creates a negative user experience for base runners and infielders. Staff have taken measures to mitigate the effects and reduce these raised edges; however, the scope of work and equipment required to fully address the underlying issues are beyond our current capabilities.

DISCUSSION

Ballfields 4, 5, and 6 at Lake Ann Park are some of Chanhassen's most heavily utilized athletic fields, hosting over 350 hours of youth and adult sports practices, games, and tournaments annually. These fields serve as key locations for local baseball and softball leagues, as well as other community recreation activities.

CAA's contribution will fund several key improvements, including the installation of new home plates and pitching rubbers, the removal and replacement of existing home plates, pitching rubbers, and base anchors, and the installation of three new sets of base anchors on each field at 60-, 65-, and 70-foot distances. Additional improvements include cutting sod to the designated arc, relocating ag-lime between fields, and completing 3D machine-controlled grading of the infields to ensure proper drainage. This field reconstruction and will ensure that Lake Ann Park ballfields 4, 5, and 6 are a safe and enjoyable destination for our local associations and all other user groups, while maintaining the city's strategic goal of maintaining our infrastructure to the highest level.

Quotes for the ballfield improvements were received from the following companies:
*Bolded low quote

Company	Quote
Minnesota Sodding Company	**$19,669.83**
JS Stewart Companies, Inc.	$ 21,755.00

The city recognizes and appreciates the CAA's ongoing generosity and commitment to enhancing Chanhassen's athletic facilities for over 50 years.

BUDGET

RECOMMENDATION

"Staff recommends that the City Council adopts a resolution approving the acceptance of an $19,669.83 donation from the Chanhassen Athletic Association and approves the $19,669.83 bid of Minnesota Sodding Company for improvements at the Lake Ann Park Ballfields."

ATTACHMENTS
CAA Ball Field Resolution

CAA Ball Field 4, 5, and 6 Donation Agreement
Minnesota Sodding Company Quote
JS Stewart Companies Inc. Quote
Quote Comparisons

City Council Item

April 27, 2026

Item	Resolution 2026-XX: Authorize Contract for Engineering Design and Construction Services for the 2027 City Pavement Rehabilitation Project (27-01)	
File No.	ENG Project No. 27-01 CIP Project No. ST-012	**Item No:** D.18
Agenda Section	**CONSENT AGENDA**	
Prepared By	George Bender, Assistant City Engineer	
Reviewed By	Charlie Howley	

SUGGESTED ACTION

"The Chanhassen City Council adopts a resolution authorizing a Professional Services Agreement with Short Elliott Hendrickson for engineering design and construction services related to the 2027 City Pavement Rehabilitation Project."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

Consider authorizing a professional services agreement with SEH for engineering design and construction administration services for the 2027 City Pavement Rehabilitation Project.

BACKGROUND

As part of the overall Pavement Management Program (PMP), the city annually plans to rehabilitate a section or sections of public streets across the city. The 5-year Capital Improvement Plan (CIP) identifies the near-term streets to be rehabilitated. This 2027 project includes approximately 3.4 miles of city streets for rehabilitation.

Key dates and items relative to this project:

- On March 11, 2026, the Engineering Department released a Request for Proposals (RFP) for geotechnical services for the 27-01, 27-02, and 27-03 projects.
- On March 20, 2026, the Engineering Department released a Request for Proposals (RFP) for engineering design and construction services for the 27-01 project.
- On April 2, 2026, the Engineering Department received 2 proposals for geotechnical professional services related to the 27-01, 27-02, and 27-03 projects.
- On April 10, 2026, the Engineering Department received 6 proposals for engineering professional services related to the 27-01 project.
- On April 13, 2026, the City Council approved a Professional Services Agreement with Braun Intertec for geotechnical exploration and engineering services in association with the 27-01, 27-02, and 27-03 design contracts.

DISCUSSION

One of the early steps in the overall project development process for our street projects is to engage design consultants regarding the project and establish an agreement with a consultant to support city staff from a workload management perspective. Staff developed a Request for Proposals (RFP) and distributed it to seven (7) qualified consulting firms. Six (6) firms submitted proposals. Staff evaluated the proposals based on the requirements of the RFP, which established the following criteria:

- Completeness and overall quality of the Proposal, including demonstrating an understanding of the scope and process (35%)
- Experience and resources of the firm and personnel, including the ability to meet the project schedule (35%)
- Fee (30%)

Comprehensive scores were developed through the review process for each proposal, and a summary of the results of the evaluation are shown in the table below. The overall scoring spreadsheet has also been attached for reference.

Firm	Fee	Overall Score
SEH	**$496,803.00**	**86.0%**
Houston Engineering	$658,862.00	80.2%
WSB	$757,689.00	80.1%
ISG	$647,330.00	76.2%
Bolton & Menk	$830,267.00	73.2%
Kimley-Horn	$626,737.00	66.2%

A cost of $496,803 represents 11.4% of the $4,341,000 project budget. The city will still need to issue a contract for construction materials testing but in conjunction with the $68,000 contract for geotechnical services (13% total) this is a fair percentage for engineering design and construction professional services.

The overall schedule for the project is as follows:

Milestone Task	Date
Award Consultant Contract	April 27, 2026
Accept Feasibility Report; Call Public Hearing	September 14, 2026
Neighborhood Project Open House #1	September 16, 2026
Public Hearing regarding Feasibility; Order Project	September 28, 2026
Approve Plans and Specifications; Authorize Ad for Bid	January 25, 2027
Bid Opening	February 18, 2027
Call Assessment Hearing	March 8, 2027
Neighborhood Project Open House #2	March 10, 2027
Public Hearing regarding Assessments; Award Construction Contract	March 22, 2027
Start Construction	May 3, 2027
Substantial Completion	October 30, 2027
Final Completion & Begin 2-year warranty period	June 9, 2028

BUDGET

The overall project budget approved with the 2026-30 Capital Improvement Plan is shown in the table below, and the CIP budgetary sheet from FY 2026 has been attached for reference. The CIP sheet represents both the 27-01 and 27-02. The 27-02 project area (Lake Riley Blvd reconstruction) was split from the 27-01 project areas to ensure all of the project areas can be constructed in 2028. Mapping has been attached that identifies the streets proposed to be rehabilitated and/or reconstructed with the 27-01 project.

Fund	Budget
PMP (Street)	$3,197,000
Surface Water	$310,000
Sanitary Sewer	$317,000
Watermain	$517,000
Total	**$4,341,000**

RECOMMENDATION

Staff recommends authorizing a contract with SEH in a not-to-exceed amount of $496,803 for engineering design and construction administration services for the 2027 City Pavement Rehabilitation Project.

ATTACHMENTS

Resolution
27-01 Proposal Evaluation Summary
27-01 and 27-02 Combined CIP Budget
5-Year CIP Map for Streets - 2026-2030

All Maps for 27-01 RFP
27-01 RFP with exhibits
PROFESSIONAL SERVICES AGREEMENT for 27-01

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

DATE: April 27, 2026 RESOLUTION NO: 2026-XX

MOTION BY: _____ SECONDED BY: _____

A RESOLUTION AUTHORIZING ENTERING INTO A PROFESSIONAL SERVICES AGREEMENT WITH SEH, INC. FOR ENGINEERING DESIGN AND CONSTRUCTION SERVICES RELATED TO THE 2027 CITY PAVEMENT REHABILITATION PROJECT NO. 27-01

WHEREAS, the City has a Pavement Management Program (PMP) that is supported by the 5-yr Capital Improvement Plan (CIP); and

WHEREAS, part of the PMP and CIP is to perform annual rehabilitation of various public streets and related infrastructure; and

WHEREAS, the annual City Pavement Rehabilitation Project requires professional design services; and

WHEREAS, the City solicited proposals from multiple qualified design consulting firms; and

WHEREAS, multiple responsive proposals were received and evaluated by City Staff; and

WHEREAS, the fee proposed by the highest ranked proposal fits within the established project budget.

NOW, THEREFORE, BE IT RESOLVED that the Chanhassen City Council hereby authorizes entering into a Professional Services Agreement with SEH, Inc. for engineering design and construction services related to the 2027 City Pavement Rehabilitation Project.

Passed and adopted by the Chanhassen City Council this 27th day of April, 2026.

ATTEST:

Jenny Potter, City Clerk

Elise Ryan, Mayor

YES	NO	ABSENT

2027 City Pavement Rehabilitation Project (Project No. 27-01)	
Completeness	Completeness and quality of the proposal including a demonstrated understanding of the scope as it relates to the stated goals of the project and conformance with the RFP. This includes separation from other proposals by identifying specific items important to this City project. (35%)
Resources	Resources of firm and experience of key personnel identified to perform the scope of services and the firm's ability to meet the project schedule. This includes past performance on similar projects and experience on previous City of Chanhassen projects. (35%)
Fee	Cost to perform all items identified to be completed within the RFP. (30%)

Reviewer #1	Completeness & Quality of Proposal	Resources & Personnel		Total Cost	Fees	Overall Score
	35%	*35%*			*30.0%*	*100.0%*
Kimley-Horn	23%	23%	$	**626,737.00**	23.8%	**69.8%**
SEH	31%	25%	$	**496,803.00**	30.0%	**86.0%**
Bolton & Menk	29%	33%	$	**830,267.00**	18.0%	**80.0%**
WSB	25%	31%	$	**757,689.00**	19.7%	**75.7%**
Houston	33%	29%	$	**658,862.00**	22.6%	**84.6%**
ISG	27%	27%	$	**647,330.00**	23.0%	**77.0%**

Reviewer #2	Completeness & Quality of Proposal	Resources & Personnel		Total Cost	Fees	Overall Score
Kimley-Horn	20%	20%	$	**626,737.00**	23.8%	**63.8%**
SEH	30%	30%	$	**496,803.00**	30.0%	**90.0%**
Bolton & Menk	28%	27%	$	**830,267.00**	18.0%	**73.0%**
WSB	34%	35%	$	**757,689.00**	19.7%	**88.7%**
Houston	33%	31%	$	**658,862.00**	22.6%	**86.6%**
ISG	30%	25%	$	**647,330.00**	23.0%	**78.0%**

Reviewer #3	Completeness & Quality of Proposal	Resources & Personnel		Total Cost	Fees	Overall Score
Kimley-Horn	23%	23%	$	**626,737.00**	23.8%	**69.8%**
SEH	28%	27%	$	**496,803.00**	30.0%	**85.0%**
Bolton & Menk	29%	30%	$	**830,267.00**	18.0%	**77.0%**
WSB	32%	33%	$	**757,689.00**	19.7%	**84.7%**
Houston	27%	28%	$	**658,862.00**	22.6%	**77.6%**
ISG	27%	25%	$	**647,330.00**	23.0%	**75.0%**

Reviewer #4	Completeness & Quality of Proposal	Resources & Personnel		Total Cost	Fees	Overall Score
Kimley-Horn	20%	20%	$	**626,737.00**	23.8%	**63.8%**
SEH	27%	23%	$	**496,803.00**	30.0%	**80.0%**
Bolton & Menk	30%	25%	$	**830,267.00**	18.0%	**73.0%**
WSB	30%	30%	$	**757,689.00**	19.7%	**79.7%**
Houston	25%	30%	$	**658,862.00**	22.6%	**77.6%**
ISG	30%	25%	$	**647,330.00**	23.0%	**78.0%**

Reviewer #5	Completeness & Quality of Proposal	Resources & Personnel		Total Cost	Fees	Overall Score
Kimley-Horn	25%	15%	$	**626,737.00**	23.8%	**63.8%**
SEH	32%	27%	$	**496,803.00**	30.0%	**89.0%**
Bolton & Menk	25%	20%	$	**830,267.00**	18.0%	**63.0%**
WSB	27%	25%	$	**757,689.00**	19.7%	**71.7%**
Houston	28%	24%	$	**658,862.00**	22.6%	**74.6%**
ISG	25%	25%	$	**647,330.00**	23.0%	**73.0%**

Average between all reviewers	Completeness & Quality of Proposal	Resources & Personnel		Total Cost	Fees	Overall Score
	35%	*35%*			*30.0%*	*100.0%*
Kimley-Horn	22%	20%	$	**626,737.00**	23.8%	**66.2%**
SEH	30%	26%	$	**496,803.00**	30.0%	**86.0%**
Bolton & Menk	28%	27%	$	**830,267.00**	18.0%	**73.2%**
WSB	30%	31%	$	**757,689.00**	19.7%	**80.1%**
Houston	29%	28%	$	**658,862.00**	22.6%	**80.2%**
ISG	28%	25%	$	**647,330.00**	23.0%	**76.2%**

Notes:

Green = Received Proposal

Total cost for ISG was increased by $92,370 to compare all proposals fairly

Stantec elected to not submit on this RFP

Streets - 2027 Street Improvements

This budget represents both 27-01 and 27-02

Overview

Request Owner	Charlie Howley, PW Director/City Engineer
Department	Annual Pvmnt Mgmt Contracted
Form Type	Capital Improvement
Request Type	Street Construction/Reconstruction
Project Number	ST-012-2027

Description

The 5-year Capital Pavement Management Plan identifies the planned streets for the next five years. The Plan is updated every fall to review priorities and needs, but generally intends to keep the overall condition index (OCI) average across all streets at 70 or higher.

The City uses a Pavement Management System in Cartegraph to monitor the condition of City streets. While proper preventative maintenance extends the life of the street and is cost-effective, a street will eventually deteriorate to a point that major maintenance is required. Rehabilitation projects exited the life of the street. In cases when utilities or poor subgrade needs to be replaced or where streets have deteriorated to a point where rehabilitation will no longer be practical, reconstruction of the street is necessary. A feasibility study is written to consider the merits of the project, scope of work, costs, and assessments.

The City has an Assessment Policy that identifies what and how much of the project is assessed to benefiting properties.

Details

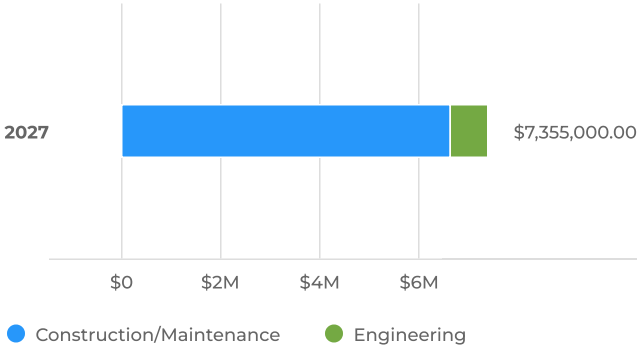
Type of Project	Resurface Current Road

Capital Cost

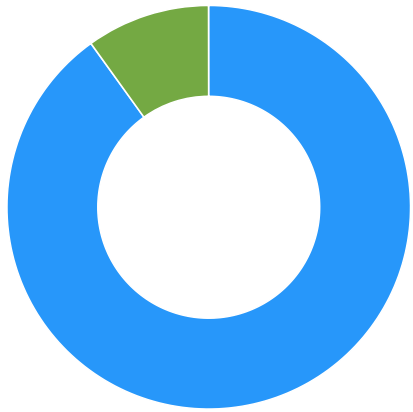
Total Budget (all years)
$7.355M

Project Total
$7.355M

Capital Cost by Year



Capital Cost for Budgeted Years



Construction/Maintenance (90%)	$6,625,000.
Engineering (10%)	$730,000.00
TOTAL	**$7,355,000.00**

Capital Cost Breakdown

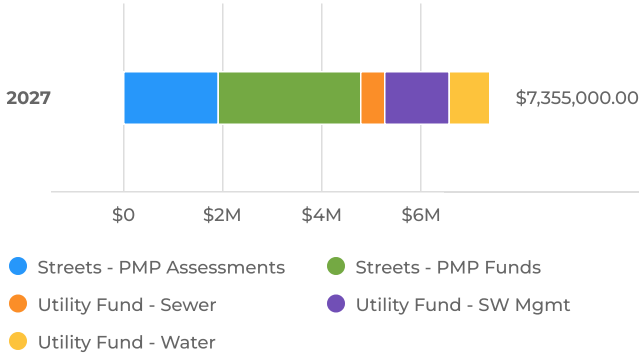
Capital Cost	FY2027	Total
Engineering	$730,000	$730,000
Construction/Maintenance	$6,625,000	$6,625,000
Total	**$7,355,000**	**$7,355,000**

Funding Sources

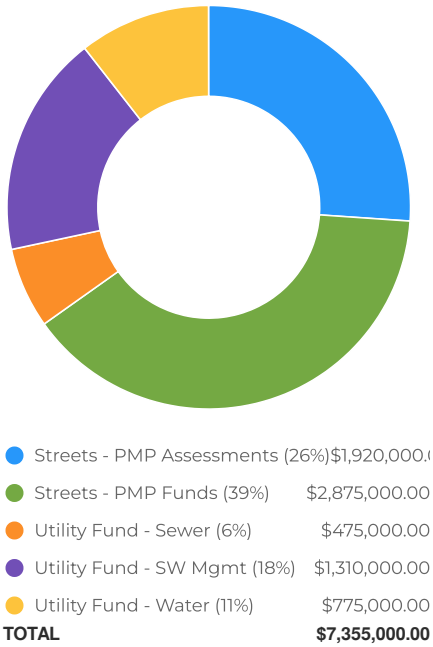
Total Budget (all years)
$7.355M

Project Total
$7.355M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2027	Total
Streets - PMP Funds	$2,875,000	$2,875,000
Streets - PMP Assessments	$1,920,000	$1,920,000
Utility Fund - Water	$775,000	$775,000
Utility Fund - Sewer	$475,000	$475,000
Utility Fund - SW Mgmt	$1,310,000	$1,310,000
Total	**$7,355,000**	**$7,355,000**

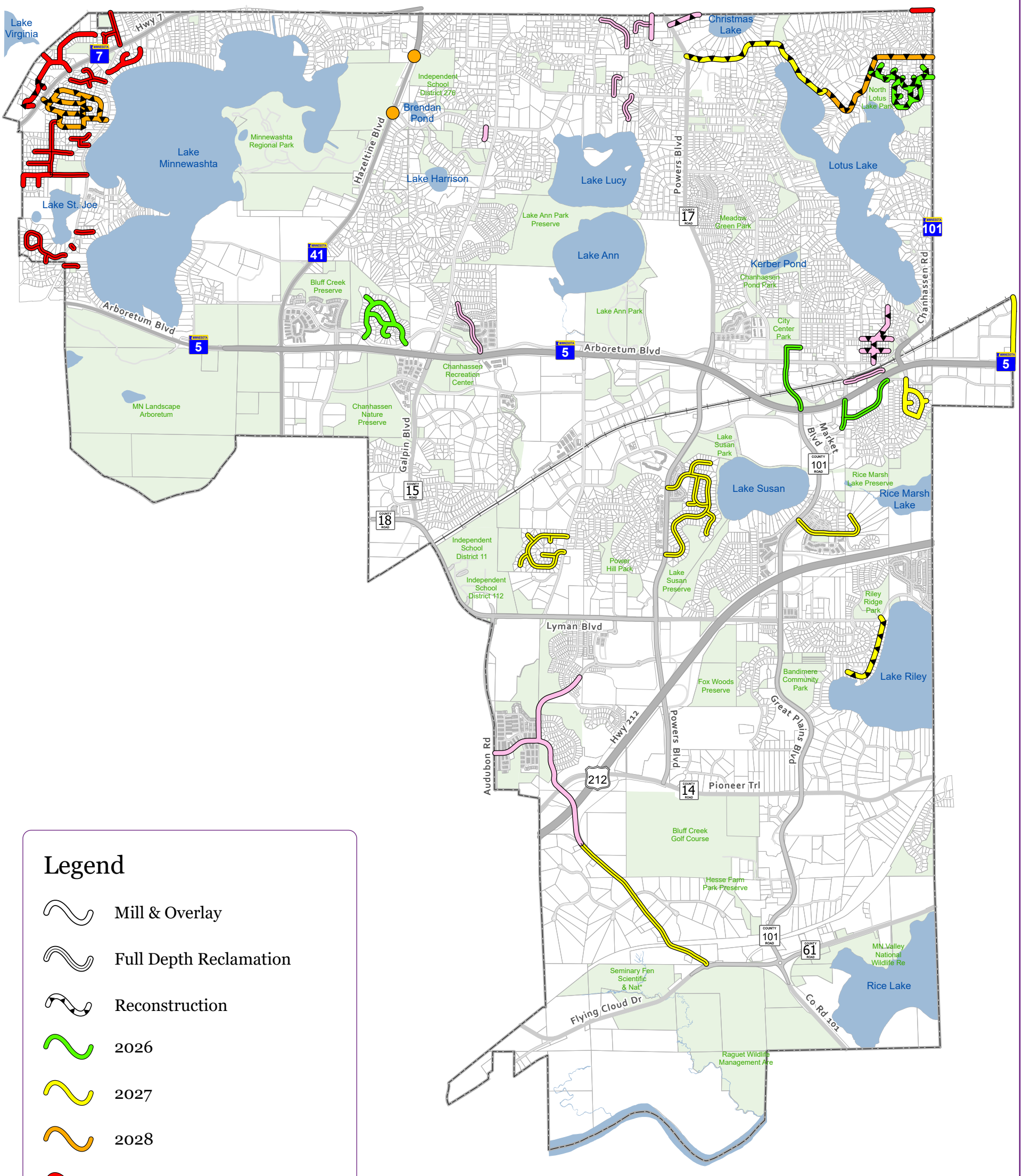
PMP Sum = $4,795,000

27-01 Budget:
PMP = $3,197,000
Surface Water = $310,000
Sanitary Sewer = $317,000
Water = $517,000
Total = $4,341,000

27-02 Budget:
PMP = $1,598,000
Surface Water = $1,000,000
Sanitary Sewer = $158,000
Water = $258,000
Total = $3,014,000

City of Chanhassen

5-Year CIP Pavement Management Plan (PMP) - Streets (2026-2030)



Legend

- Mill & Overlay
- Full Depth Reclamation
- Reconstruction
- 2026
- 2027
- 2028
- 2029
- 2030

Created By: City of Chanhassen - Engineering Department
Date Created: 12/8/2025

N W E S

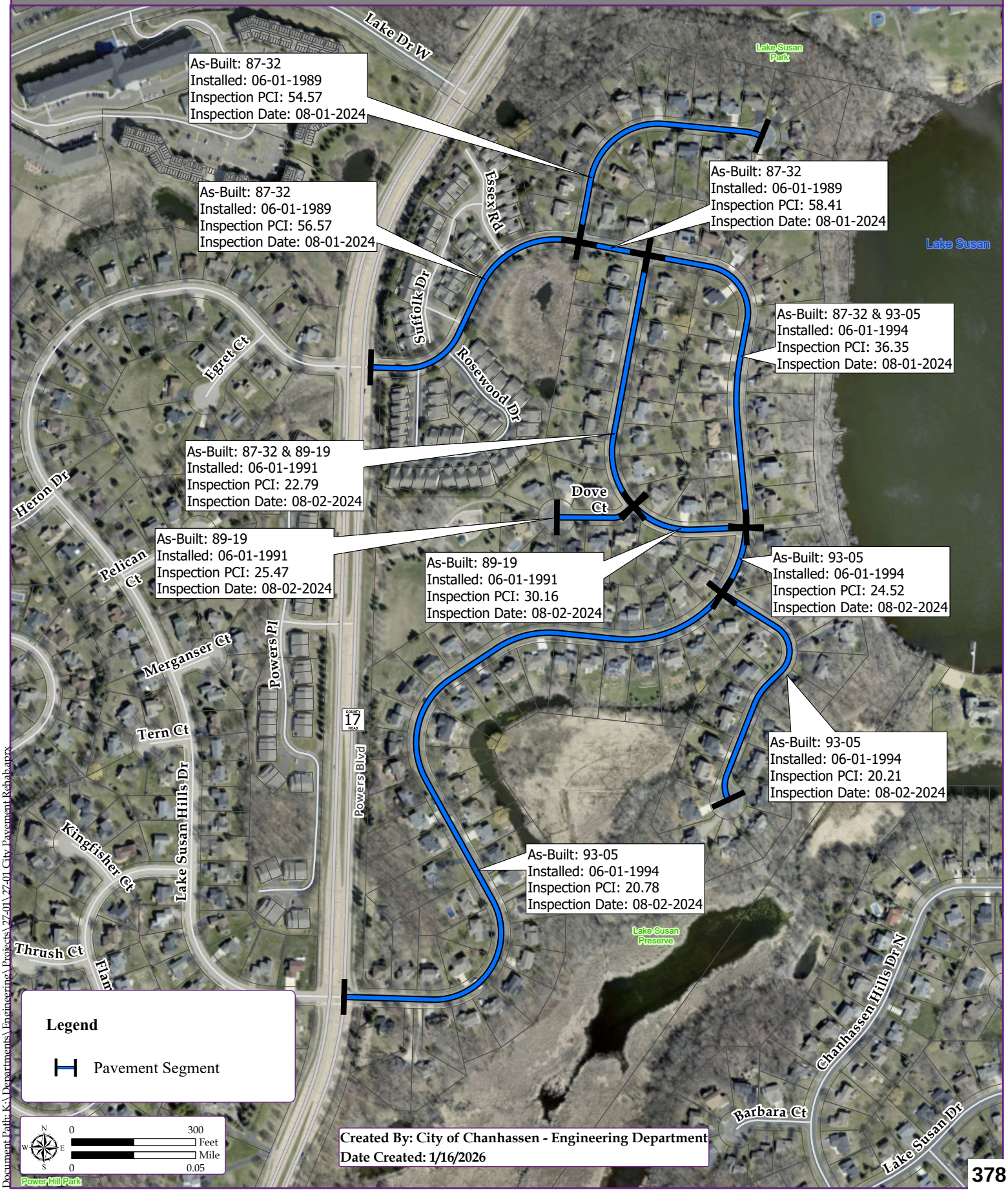
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City of Chanhassen

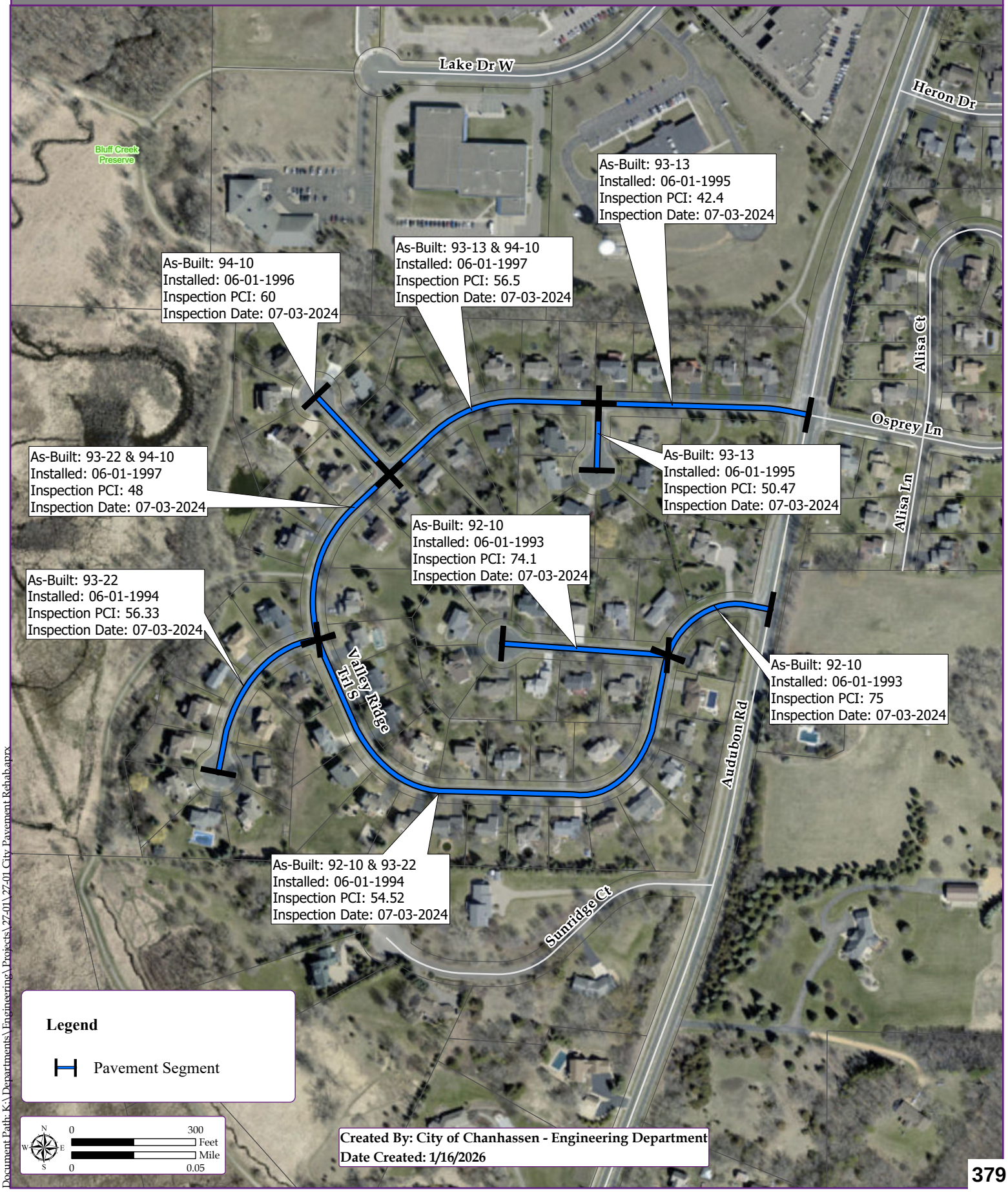
27-01 Street Details: Lake Susan Hills



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City of Chanhassen

27-01 Street Details: Bluff Creek Estates

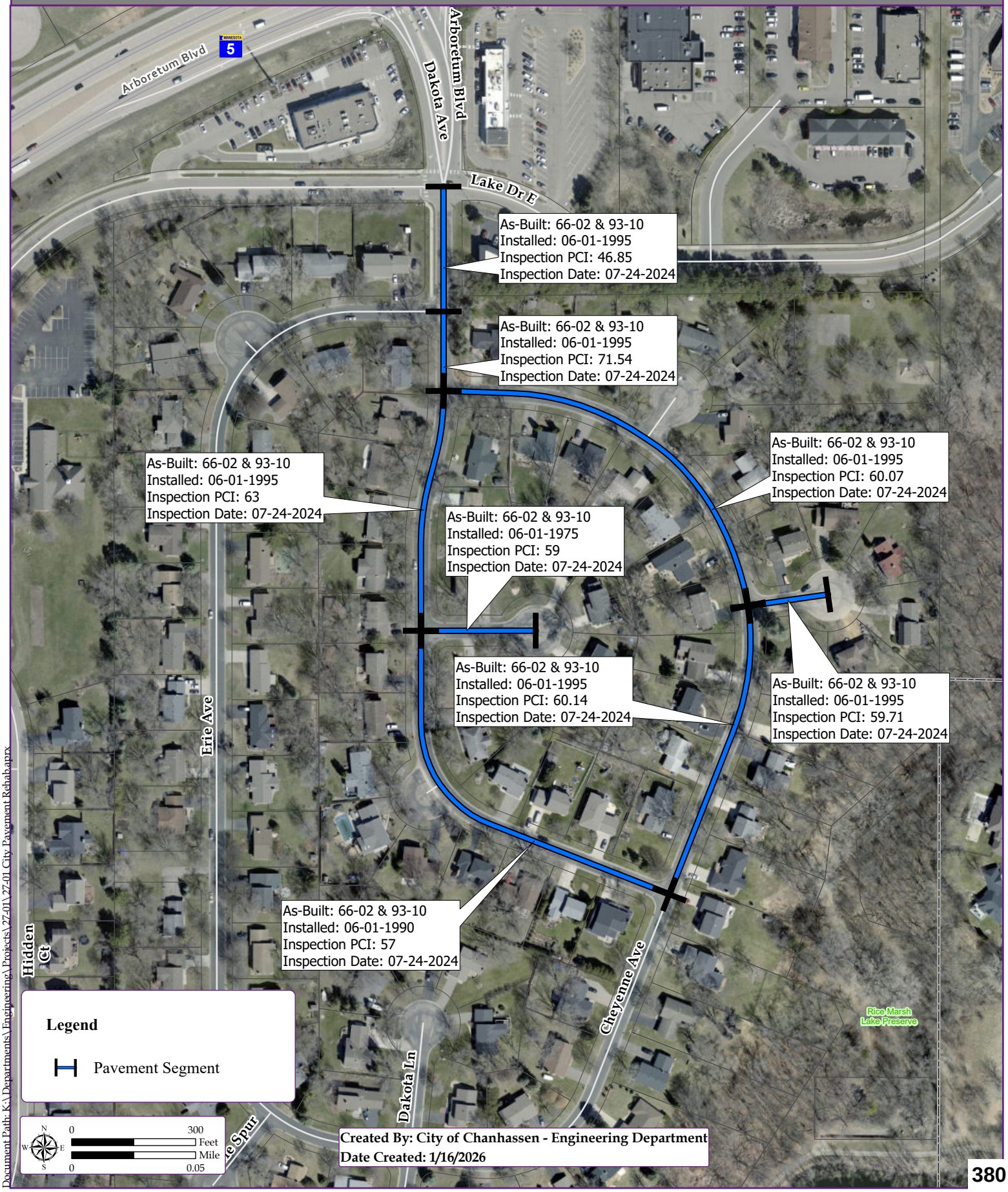


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City of Chanhassen

27-01 Street Details: Chanhassen Estates

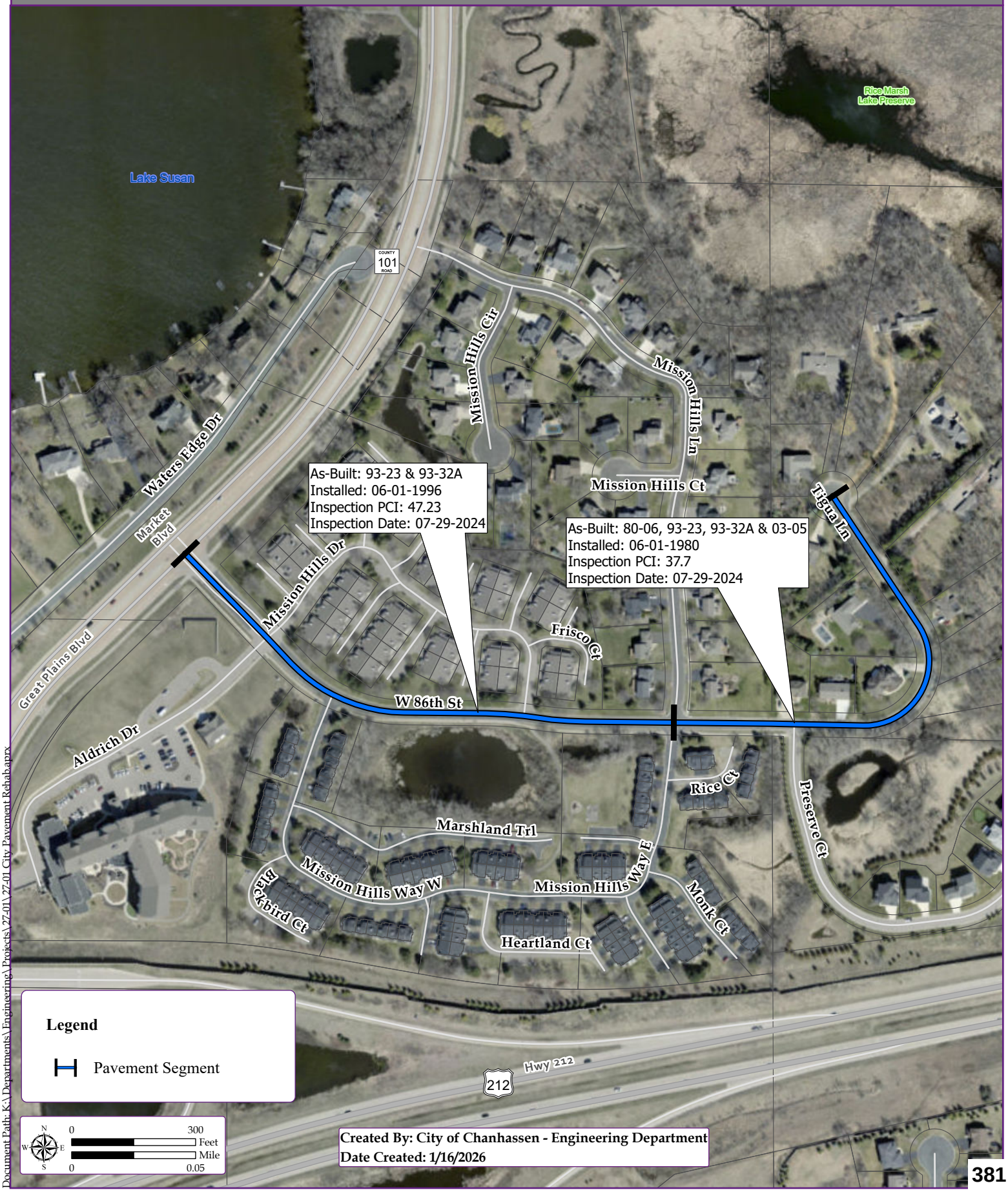


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Date Created: 1/16/2026

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City of Chanhassen

27-01 Street Details: W 86th St/Tigua Lane



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Date Created: 1/16/2026

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City of Chanhassen

27-01 Affected Storm Features: Lake Susan Hills

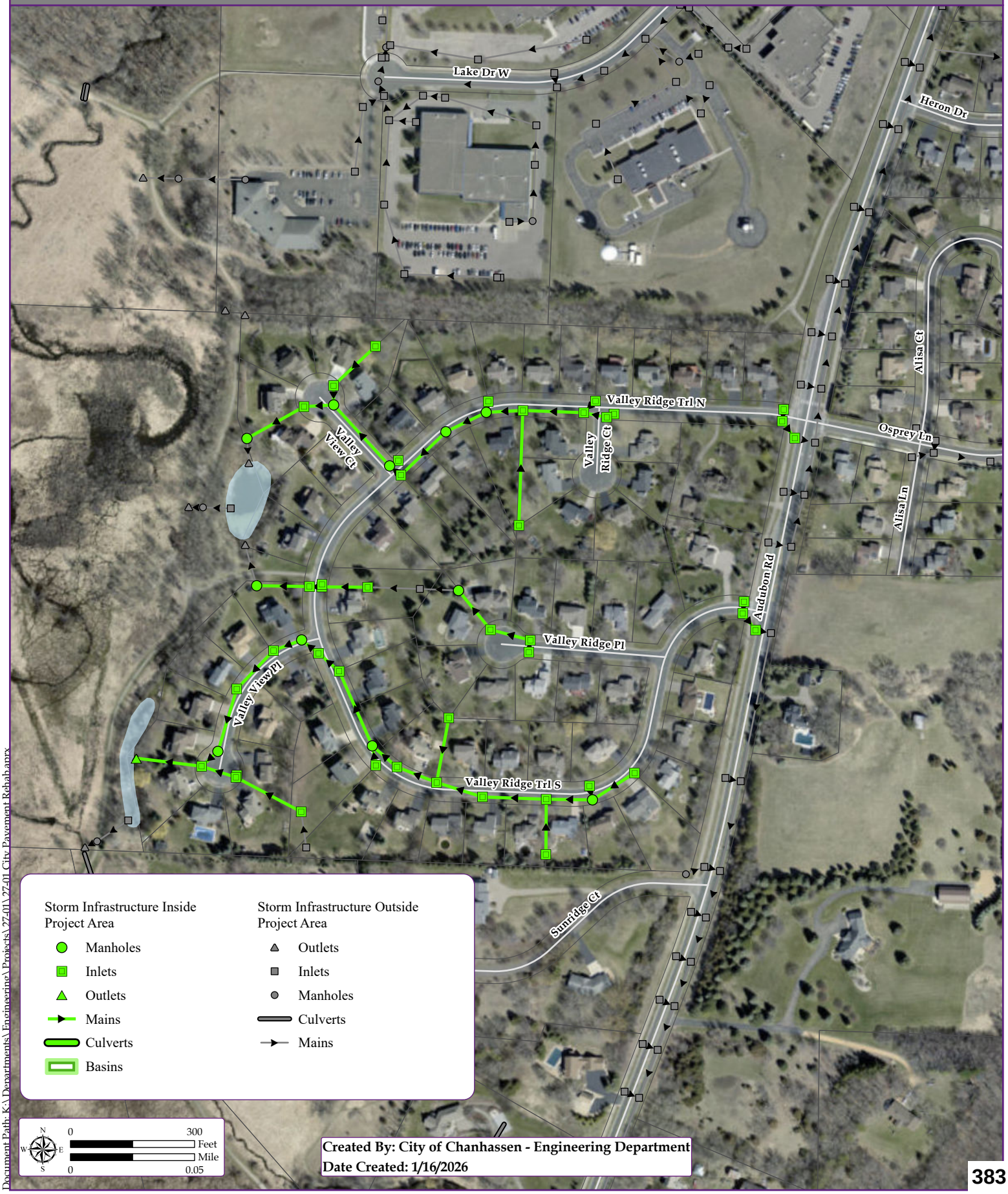


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City of Chanhassen

27-01 Affected Storm Features: Bluff Creek Estates

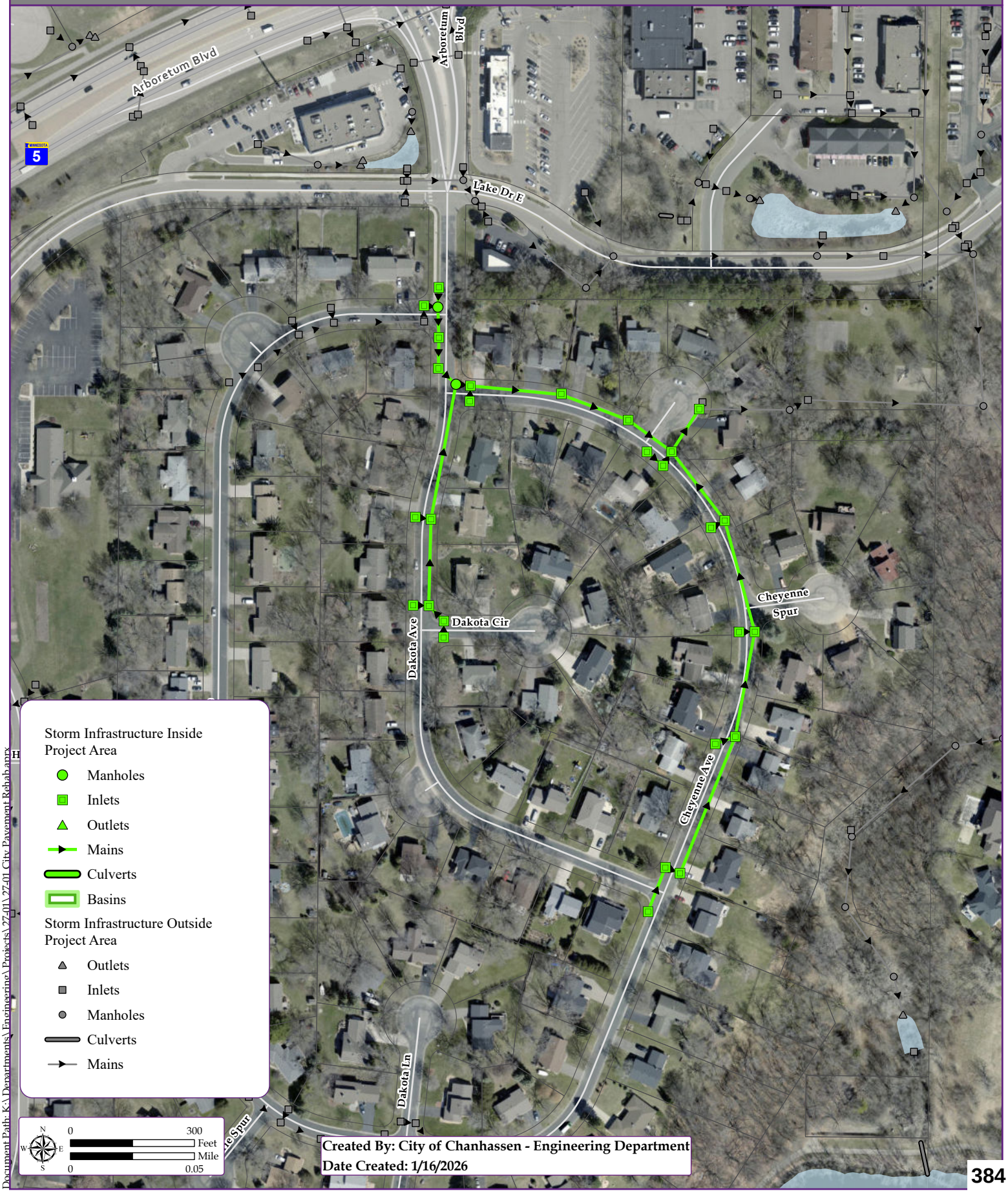


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Date Created: 1/16/2026

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City of Chanhassen

27-01 Affected Storm Features: Chanhassen Estates

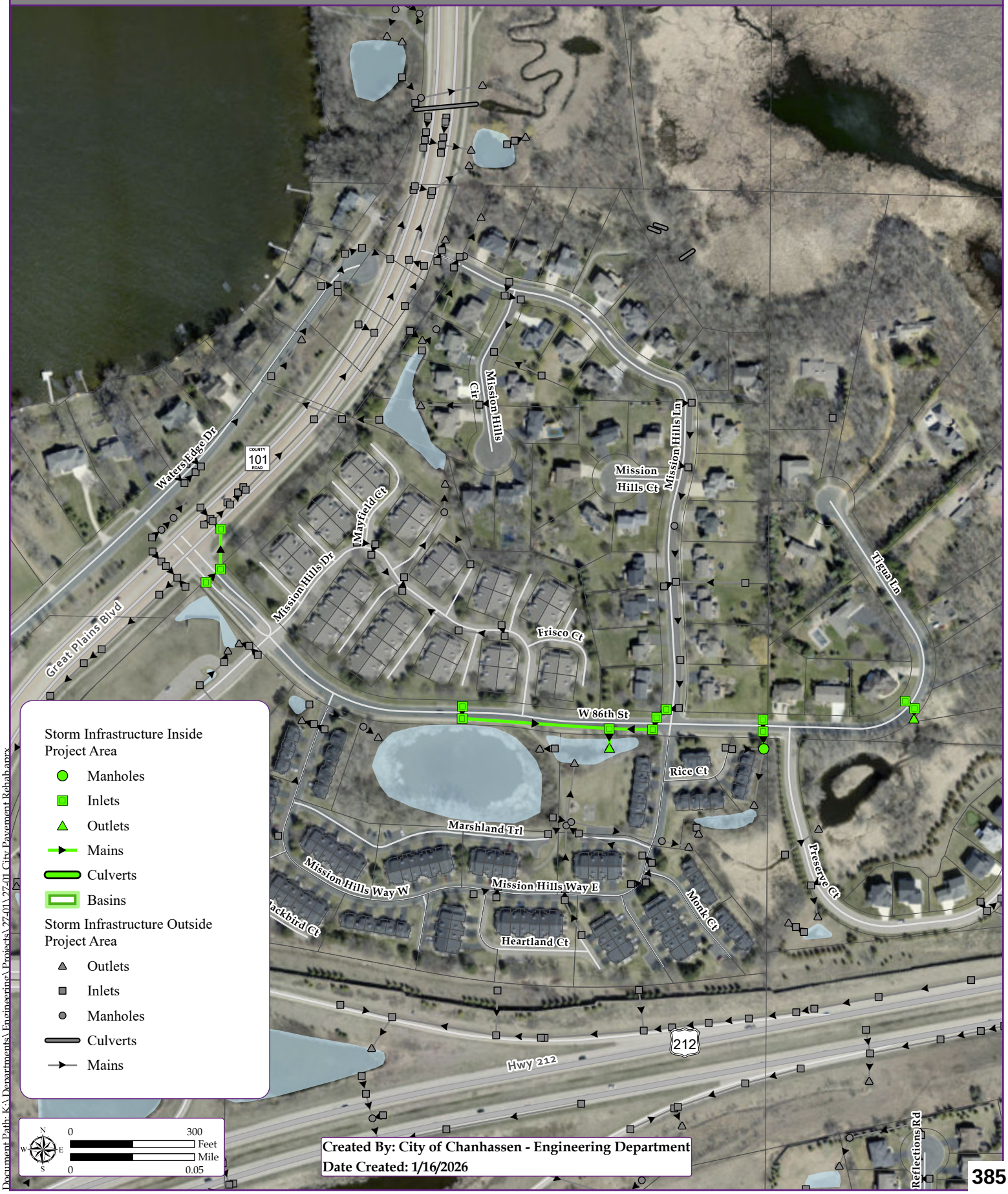


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Date Created: 1/16/2026

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City of Chanhassen

27-01 Affected Storm Features: W 86th St/Tigua Lane



Storm Infrastructure Inside Project Area
- Manholes
- Inlets
- Outlets
- Mains
- Culverts
- Basins

Storm Infrastructure Outside Project Area
- Outlets
- Inlets
- Manholes
- Culverts
- Mains

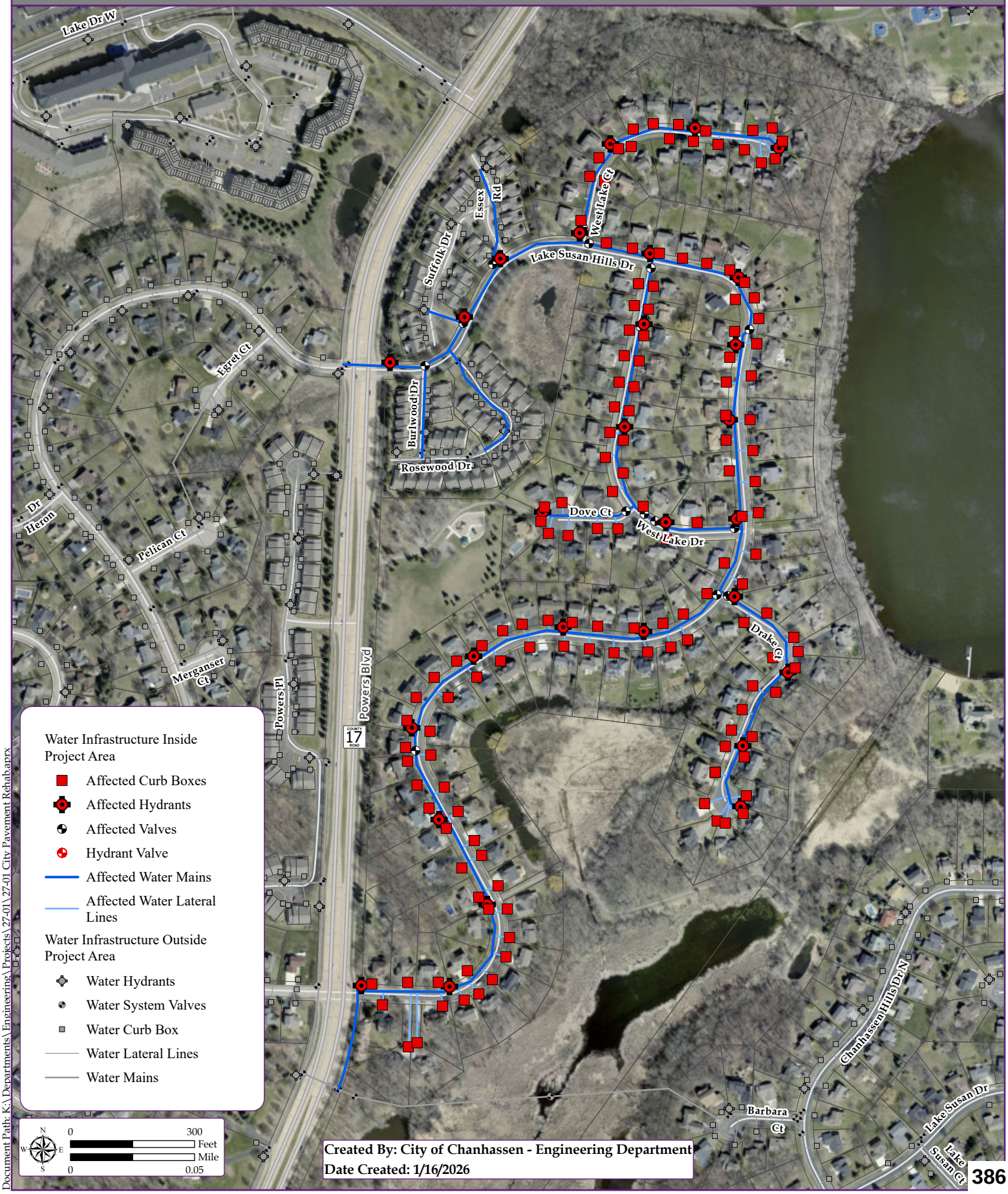
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Created By: City of Chanhassen - Engineering Department
Date Created: 1/16/2026

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City of Chanhassen

27-02 Affected Water Features: Lake Riley Blvd

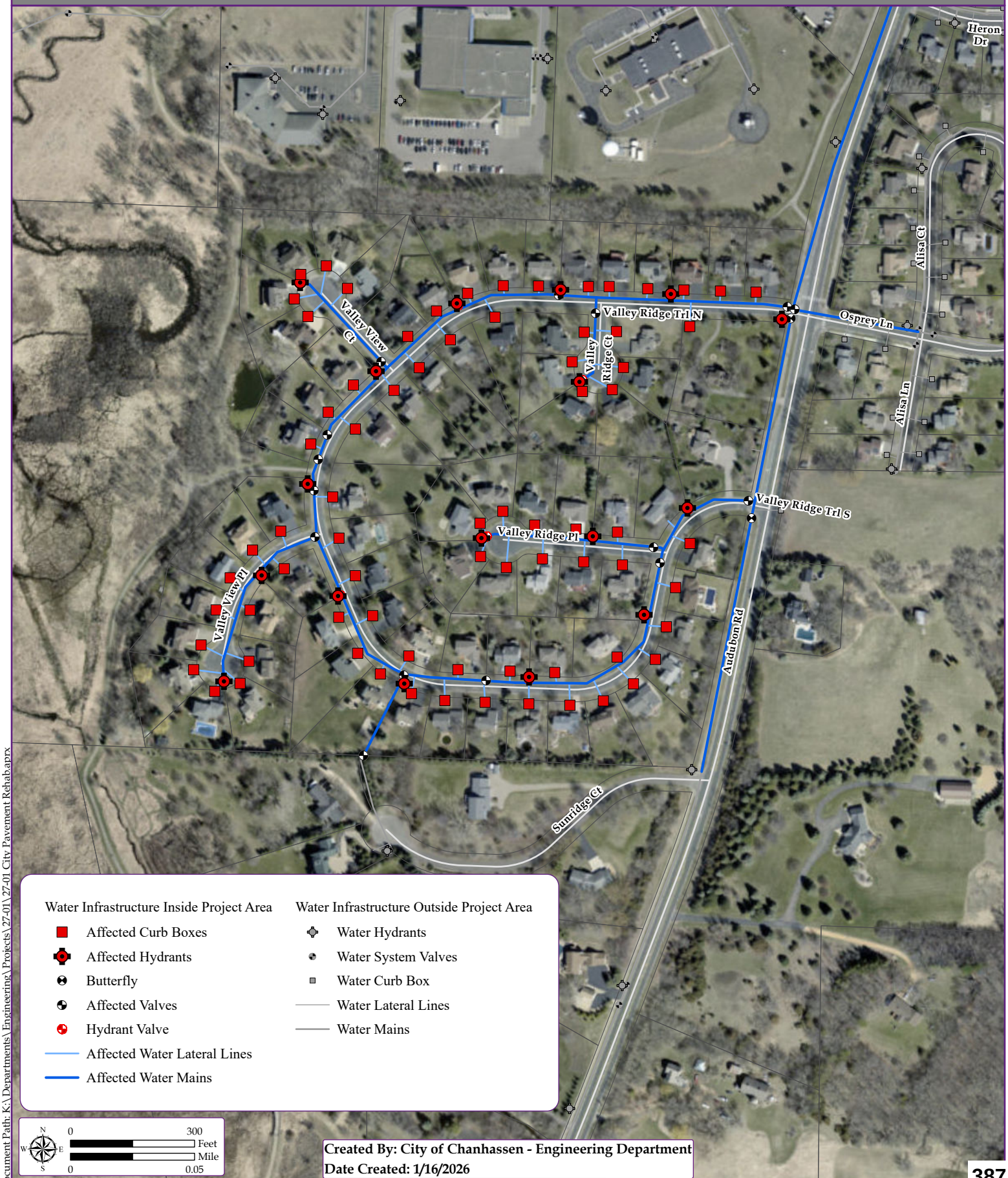


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Date Created: 1/16/2026

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City of Chanhassen

27-02 Affected Water Features: Lake Riley Blvd



Water Infrastructure Inside Project Area

- Affected Curb Boxes
- Affected Hydrants
- Butterfly
- Affected Valves
- Hydrant Valve
- Affected Water Lateral Lines
- Affected Water Mains

Water Infrastructure Outside Project Area

- Water Hydrants
- Water System Valves
- Water Curb Box
- Water Lateral Lines
- Water Mains

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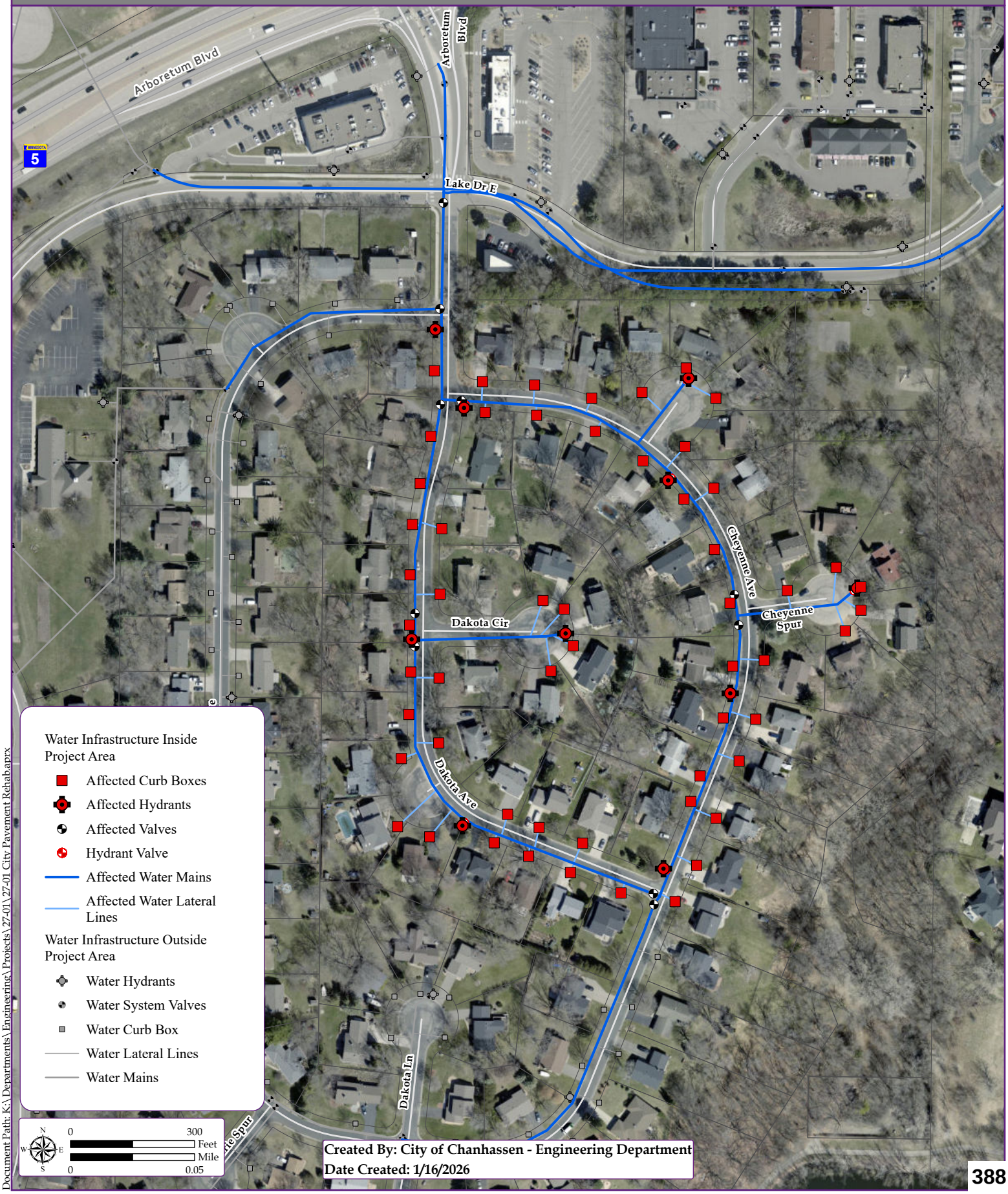
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Created By: City of Chanhassen - Engineering Department
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City of Chanhassen

27-01 Affected Water Features: Chanhassen Estates



Created By: City of Chanhassen - Engineering Department
Date Created: 1/16/2026

Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

City of Chanhassen

27-02 Affected Water Features: Lake Riley Blvd

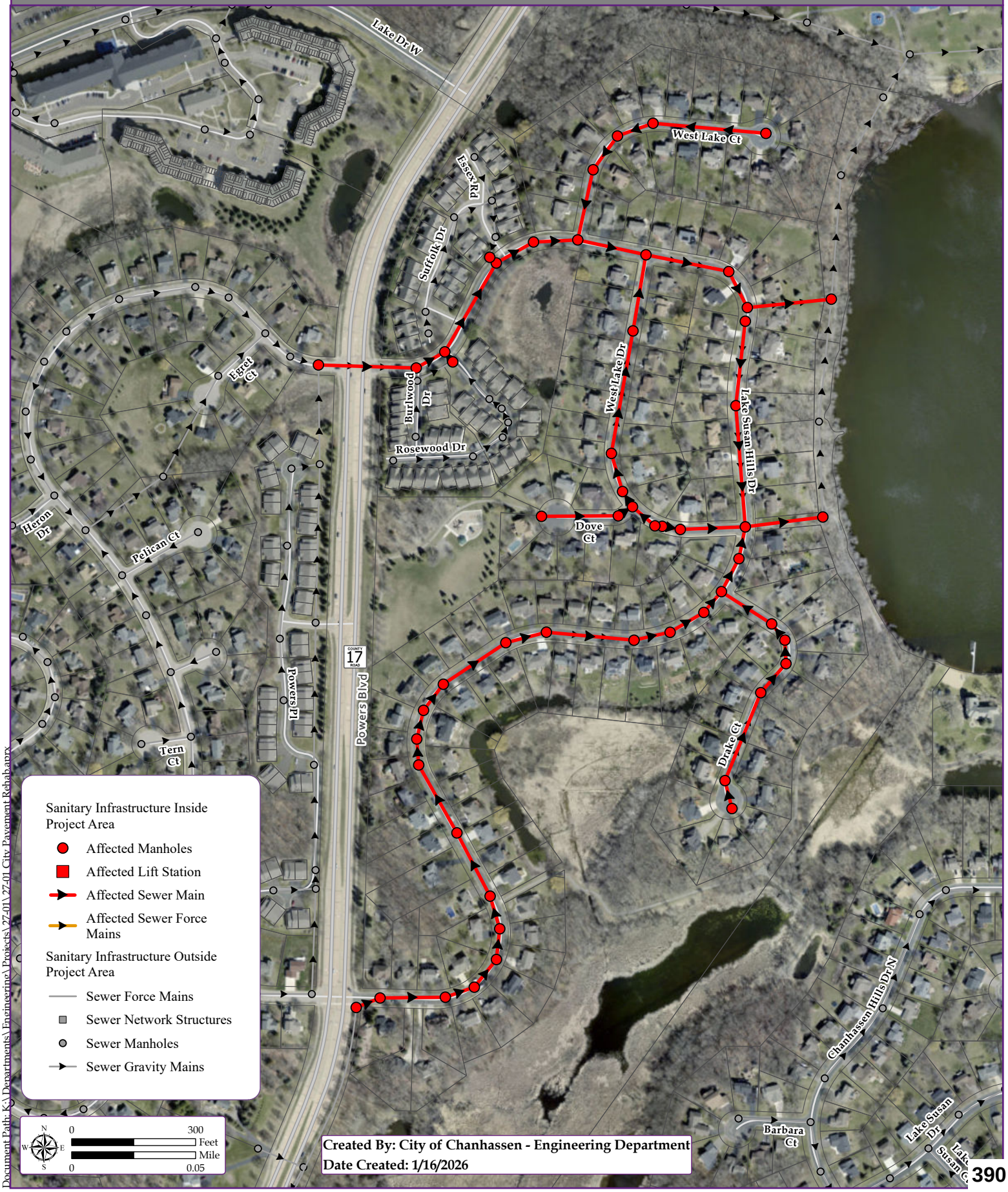


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Date Created: 1/16/2026

Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

City of Chanhassen

27-01 Affected Sanitary Structures: Lake Susan Hills

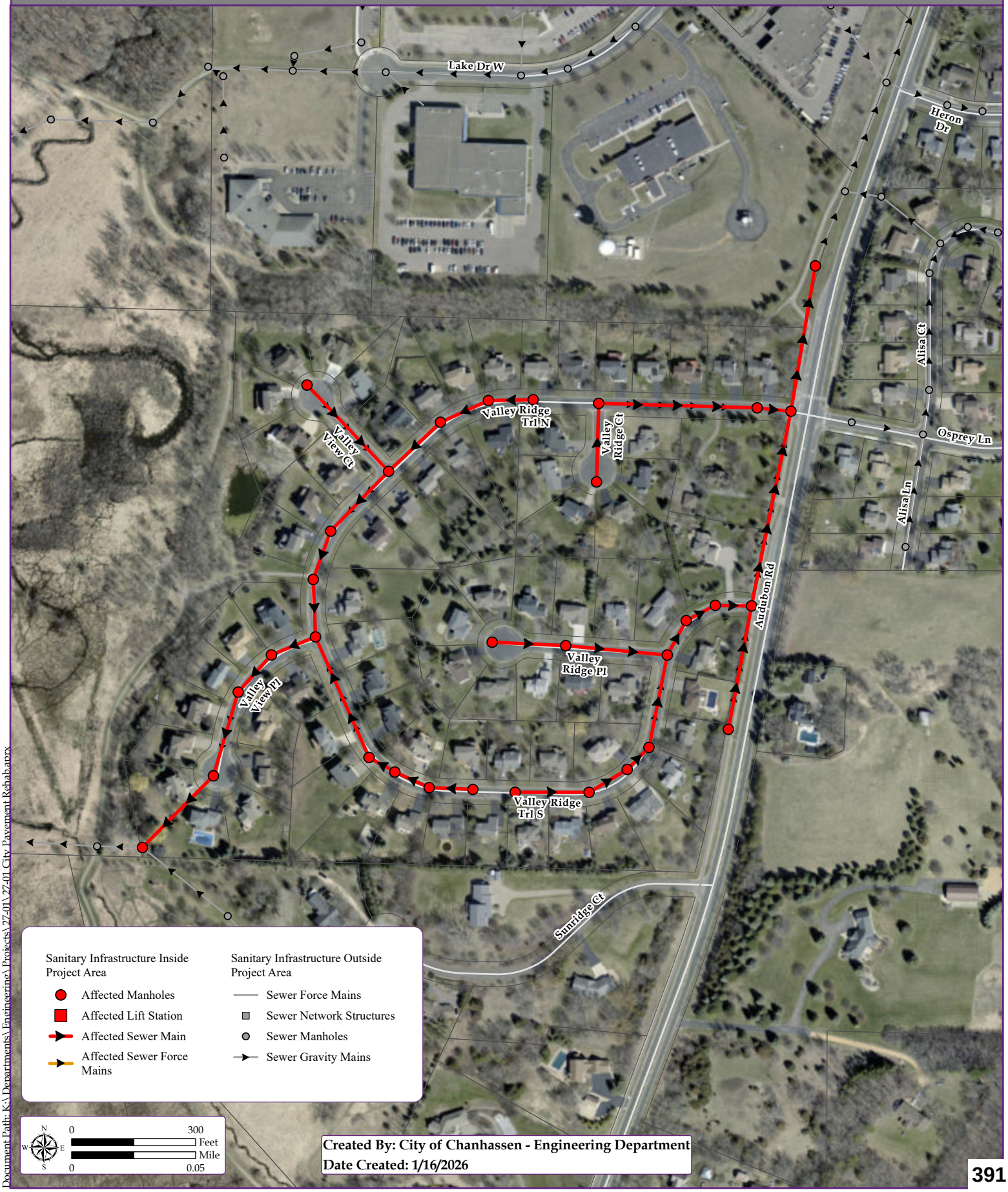


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Date Created: 1/16/2026

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City of Chanhassen

27-01 Affected Sanitary Structures: Bluff Creek Estates



Sanitary Infrastructure Inside Project Area

- Affected Manholes
- Affected Lift Station
- Affected Sewer Main
- Affected Sewer Force Mains

Sanitary Infrastructure Outside Project Area

- Sewer Force Mains
- Sewer Network Structures
- Sewer Manholes
- Sewer Gravity Mains

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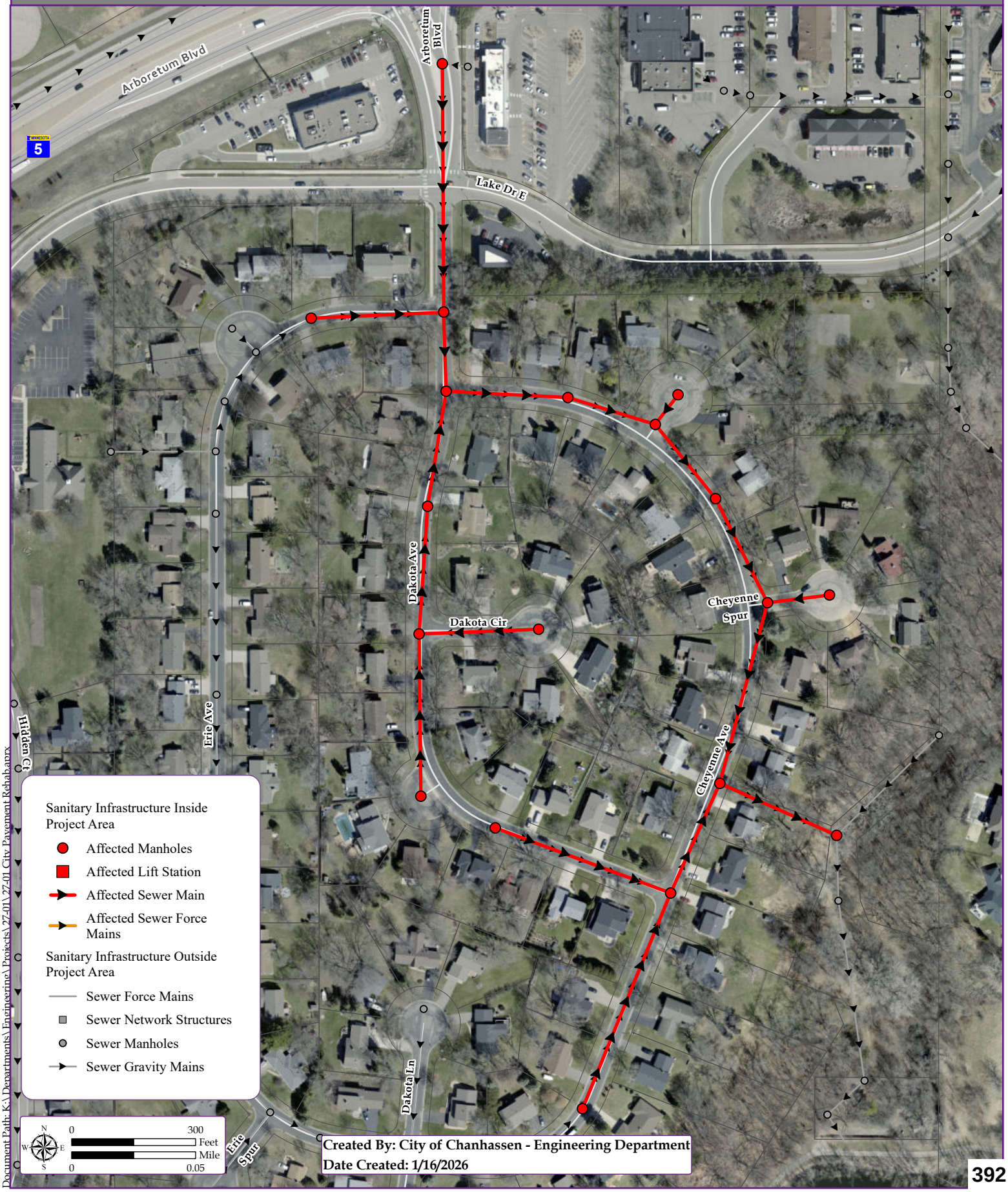
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Date Created: 1/16/2026

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City of Chanhassen

27-01 Affected Sanitary Structures: Chanhassen Estates



Created By: City of Chanhassen - Engineering Department
Date Created: 1/16/2026

Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

City of Chanhassen

27-01 Affected Sanitary Structures: W 86th St/Tigua Lane



Sanitary Infrastructure Inside Project Area

- Affected Manholes
- Affected Lift Station
- Affected Sewer Main
- Affected Sewer Force Mains

Sanitary Infrastructure Outside Project Area

- Sewer Force Mains
- Sewer Network Structures
- Sewer Manholes
- Sewer Gravity Mains

N W E S

0 300 Feet

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Created By: City of Chanhassen - Engineering Department
Date Created: 1/16/2026

Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

Request for Proposals
2027 City Pavement Rehabilitation Project
City Project N. 27-01

Distribution Date: March 20, 2026

I. INTRODUCTION

The City of Chanhassen is issuing this Request for Proposals (RFP) for design and construction phase professional services of approximately 3.4 miles of city street rehabilitation. In general, this project includes: public engagement, preliminary engineering, feasibility study preparation, surveying, streetview video creation, preliminary and final design, permitting, preparation of contract documents, right-of-way acquisition assistance (if needed), construction materials testing RFP preparation assistance, bid administration, construction administration, construction inspection and staking, warranty assistance, as-built drawings preparation, and project closeout.

A. RFP Content. This RFP contains the following sections:

I. Introduction

II. Project Information

III. Proposal Requirements

B. Addenda/Clarifications. Any changes to this RFP will be made by written addendum. Verbal modification will not be binding.

C. Pre-Contractual Expenses. The city will not be responsible for any pre-contractual expenses. Pre-contractual expenses are defined as expenses incurred by the Consultant in:

1. Preparing its proposal in response to this RFP;
2. Submitting that proposal to the City;
3. Negotiating with the City any matter related to this RFP; or
4. Any other expenses incurred by the Consultant prior to the date of execution of the Professional Services Agreement.

D. Contract Award.

1. Consultant shall be required to enter into the City's standard Professional Services Agreement (attached for reference).

2. Issuance of this RFP and receipt of proposals does not commit the City to award a contract. The City reserves the right to postpone opening for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than the selected Consultant should negotiations with the selected consultant be

put on hold or terminated, to negotiate with more than one Consultant simultaneously, or to cancel all or part of this RFP.

E. Contact Person. The Consultant's contact for specific questions regarding information in this RFP is:

George Bender, PE
Assistant City Engineer
City of Chanhassen
7700 Market Boulevard
Chanhassen, MN 55317
(952) 227-1164
gbender@chanhassenmn.gov

II. PROJECT INFORMATION

A. Project Area and Identified Improvements.

Approximately 3.4 miles of roadway is proposed to be rehabilitated within multiple residential areas within Chanhassen. The areas proposed for improvements are shown in the attached Figures.

- The Lake Susan Hills development was originally constructed between 1987 and 1993. This neighborhood was last seal-coated in 2013 but it hasn't received any other pavement rehabilitations. There is ~1.55 miles of total public street length within the neighborhood which has initially been programmed to be rehabilitated via full depth reclamation. This technique will need to be analyzed and verified by the consultant as the correct approach.
- The Bluff Creek Estates development was originally constructed between 1992 and 1994. The neighborhood was previously seal-coated in 2013 but it hasn't received any other pavement rehabilitations. It is currently programmed to be rehabilitated via a full depth reclamation. This technique will need to be analyzed and verified by the consultant as the correct approach.
- The Chanhassen Estates development was originally constructed in 1966 and was rehabilitated in 1993. The rehabilitated pavement has not been previously seal-coated or received any other pavement rehabilitations. It is currently programmed to be rehabilitated via a mill and overlay. This technique will need to be analyzed and verified by the consultant as the correct approach.
- W. 86th St was constructed in 1993 and Tigua Ln was constructed in 1980. Historical aerial imagery helps explain this as W. 86th is a re-alignment of how Tigua Ln originally connected to Great Plains/CSAH 101. Both streets were seal-coated in 2013. Mission Hills Lane is an adjacent and intersecting public street and it was rehabilitated in 2023.

In general, the consultant shall investigate each street segment as part of the preliminary engineering scope prior to making a recommendation to the City. All project areas including individual street segments need to be evaluated with anticipated improvements to include:

- mill and overlay or full depth reclamation (if recommended),

- spot soil corrections (if needed along all individual segments),
- spot curb and gutter replacement in rehabilitation areas,
- new curb and gutter with drain tile plus aggregate layers in reconstruction areas,
- trail and sidewalk improvements,
- ADA improvements,
- signage and pavement markings,
- stormwater management spot repairs in rehabilitation areas,
- sanitary sewer rehabilitation and spot repairs, and,
- watermain rehabilitation and spot repairs.

The design will need to be in conformance with the City's most recently published or updated Standard Specifications and Detail Plates. The City will be conducting a geotechnical assessment to aid in the analysis of pavement and drainage improvements throughout the project areas and the consultant will be provided the geotechnical report to incorporate with the feasibility study and subsequent design. The draft geotechnical report is expected to be available prior to the 4th of July. The design consultant shall make rehabilitation recommendations from pavement specialists on their team.

The $4,341,000 overall project budget will be funded by the city's Pavement Management Program Fund ($3,197,000) and Utility Enterprise Funds (Sanitary $317,000, Water $517,000, and Surface Water $310,000). The PMP Fund receives revenue from the property tax levy, franchise fees and special assessments. Per the City's current (revised in 2025) Assessment Policy, the City now assesses residential properties based on a flat rate set within the City's annual Fee Schedule. The preliminary and final assessment rolls will be based on the current Assessment Policy. The consultant will also be required to calculate assessment amounts based on the previous assessment policy which indicated forty percent (40%) of the eligible street costs were proposed to be assessed to the benefiting property owners. This is for comparison purposes between the policy revisions. The City's current Assessment Policy can be viewed on the City's website. It was updated on May 5, 2025. The prior policy can be provided upon request. As part of the scope, the Consultant will understand the City's assessment policy methodology, prepare draft and final assessment rolls, follow the MS 429 assessment process, and respond to concerns raised on an as-needed basis. All cost estimates, bid tabulations and contractor pay applications shall be broken down by source of funding (PMP, Sanitary, Water, and Surface Water).

If any of the project areas or work affect adjacent municipality's, County, or State rights-of-way; the consultant will include any necessary coordination and permitting in their scope. The City will reimburse the consultant for any permitting fees but the consultant should identify any expected fees in their proposal.

There is typically a mix of watermain pipe sizes and materials within the project areas' rights-of-way and public easements. The Consultant shall specify an approach in the proposal to determine if any watermain and/or components should be replaced or improved. The city would prefer not to use the open cut method for replacing any significant lengths of water main in a rehabilitation (i.e. M&O and FDR) area that would not dictate a spot repair. City staff will provide background to help determine if existing bolting, gate valves, curb stops or hydrants need to be replaced. City specification did not begin to require stainless steel bolting on gate valves until ~2003. Hence, it is anticipated the majority of the bolting associated with water valves will require replacement.

Consultant staff is also expected to review the existing valving and hydrant locations and make recommendations for adding assets. Curb stops and hydrants will be replaced on an as needed basis. The design consultant shall make rehabilitation recommendations from utility specialists on their team and plan to visit the site to verify recommendations as necessary in conjunction with tree removals and other landscaping impacts.

The City has a policy for replacing any existing cast iron pipe currently in use. Cast iron watermain is not expected to be identified within the scoped project areas. If it happens to be identified though then an analysis will need to be completed with respect to rehabilitating or replacing the watermain as an additional service.

The sanitary sewer within this area is minimal and consists of eight-inch (8") PVC pipe. The City will have the sanitary sewers televised. This information is expected to be available prior to the 4th of July. Generally speaking, the existing sanitary sewer is anticipated to be in adequate condition, however the mains and structures within the project area are to be assessed by the consultant for rehabilitation as needed. The consultant will be provided the videos and inspection reports. The consultant will be expected to review the televising information in detail and subsequently make recommendations by utility specialists on their team to be incorporated in the feasibly study and subsequent design. Additionally, consulting staff with the assistance of city staff will evaluate the sanitary sewer structures for any necessary updates and repairs. Any identified improvements shall be incorporated in the feasibility study and subsequent design. The consultant will be required to prepare utility design in plan and profile views if needed. Upon request, the City can provide access to our GIS system and as-builts to help with comprehension and proposal scoping.

The City will televise the storm sewer infrastructure within the project areas. Based on preliminary information, the storm sewer system is generally expected to be in adequate condition. The City will provide the selected consultant with video footage and inspection reports for review. This information is expected to be available prior to July 4, 2026. Using this information, the consultant's utility specialists shall evaluate the condition of the storm sewer system and provide recommendations to be incorporated into the feasibility study and subsequent design.

City staff will also assess storm sewer structures within the project area to identify any repairs or upgrades that may be required, such as the installation of sump manholes. Any improvements identified by City staff will be communicated to the consultant and must be incorporated into the feasibility study and design.

The consultant shall also evaluate the existing storm sewer network and related best management practices (BMPs) within the project area to assess current performance and identify potential improvements. The City will provide any available reports, inspection records, and HydroCAD models. These models represent pond systems only and do not include storm sewer piping. The City does not guarantee the completeness or accuracy of these models.

The consultant will be expected to identify and address existing stormwater management issues in areas adjacent to or affected by the project streets. Site visits and coordination

meetings with both engineering and public works staff will be necessary to verify existing conditions and support the development of appropriate recommendations.

The project may trigger regulatory requirements under the NPDES permit and the rules of the Riley Purgatory Bluff Creek Watershed District (RPBCWD). The consultant will be responsible for understanding and navigating the applicable requirements. As necessary, the consultant shall develop strategies to meet permit requirements and incorporate them into the feasibility study and design. The consultant shall review the current NPDES permit and Watershed District rules and:

- Determine whether the project exceeds regulatory thresholds for either agency and identify required improvements.
- Prepare a Stormwater Pollution Prevention Plan (SWPPP), if required.

Close coordination with the RPBCWD will be required. The consultant should anticipate at least two meetings with watershed district staff during the planning and design process. A preliminary permit application to the watershed district will be required at the 60 percent design submittal stage.

B. Required Project Scope. The objective is to provide a project that is both technically and economically feasible. This project scope in general shall provide the following but also include any effort deemed necessary to produce a completed project:

1. Project Management.
2. Design.
    a) Coordinate and perform initial site visits of each project area with City Public Works staff. Go through the entire project in the field with the city to obtain information staff is aware of up front. Consultant shall document each concern raised throughout the visits and submit a summary within one week of the field visit. A spreadsheet of these items shall be created for tracking purposes to assure the design addresses each concern. The Consultant is required to bring along and locate via a GPS survey device all curb and gutter and other removals identified in the initial field visit to utilize as a starting point for the necessary design work. The consultant will also detail additional curb removals as needed during the design process to provide a logical end product.
    b) Preparation of a feasibility report to meet Minnesota State Statutes Chapter 429 requirements.
    c) Provide a 360-degree video along each street in all project areas. The timing of the data acquisition shall either be prior to design or immediately prior to construction and it shall be on a bright day with the sun near mid-day as to avoid unnecessary shadowing. Notice shall be given to the city ahead of the gathering the data to facilitate communications and street sweeping if necessary. The overall quality of the video delivered shall be detailed enough to help avert construction claims that are brought forth. For example, the imagery shall pick up the cracking within existing curbing and driveways. The information shall be gathered close enough to the curb line and at a slow enough rate to gather high quality, useable data. The ability to pause, rotate, and easily zoom into the imagery shall be a component of the delivered

product. The overall functionality and quality shall be equal to or better than 'Google Streetview'.

d) Other site visits shall occur as needed during design to review and identify improvements such as utility repair recommendations, stormwater treatment options, curb replacement, tree and landscaping impacts, private utility conflicts, sidewalk and trail improvements, and other specific restoration needs (driveway pavements, type of turf, irrigation, etc.). The consultant shall plan to coordinate directly with properties impacted by tree removals towards the end of the design process and at the second open house in addition to ahead of physical removal. No tree removal shall come as a surprise to a property owner and the consultant shall strive for this to be a prioritized communication task. The consultant shall track all tree replacement needs via an up-to-date and on-line spreadsheet that can be accessed by the construction team and City staff.

e) Meetings as needed with property owners to discuss property impacts such as tree removals, landscaping impacts, or stormwater BMP installations.

f) Meetings and coordination with the RPBCWD team as needed to facilitate the stormwater design and secure applicable permits. The consultant shall include in their scope as many meetings as necessary to secure permitting from the watershed district in a timing manner ahead of construction. The consultant shall plan to meet with the watershed district regularly during design to facilitate this task.

g) Preparation of preliminary and final construction plans and documents in conformance with the City's most recent standard specifications and detail plates as well as the City's Crosswalk Policy and other communicated design standards.

    1. Review and incorporate available information from the existing as-builts into the plans in lieu of solely relying upon GIS.

    2. Subsurface utility quality level C shall be required as well as specific private utility relocation plan sheets. City staff can not stress the importance enough in relation to private utility coordination and getting ahead of relocation requests. The consultant shall strive to get ahead of all communication and design needs to facilitate early coordinate with private utility companies and relocation efforts ahead of the Contractor being on-site.

    3. Factor scheduling associated with tree removals for requirements associated with Northern Long-Eared Bats and other protected species.

    4. Provide draft construction plans at approximately 30%, 60%, 90% and 100% and other review items such as SEQs, OPCC, preliminary and final assessment rolls, etc., to the city utilizing Bluebeam Studio. Responses to all City staff comments provided with review sets shall be addressed with the subsequent update. Consultant shall document and provide their internal QA/QC process prior to each review submission. The plan sheet scale shall be set for all sheets within each Bluebeam session.

5. Construction plan sheets shall have logical match lines within project areas and be grouped by assessable area to facilitate ease of use for Contractors and field personnel.

h) Prepare, submit, and obtain all necessary permits in association with the project. The City will be responsible for any costs associated with submission of permits. These costs should be identified and estimated in the proposal but do not need to be included in the Consultant's final cost.

i) Identify areas where right-of-way or easements are required and provide acquisition services, including; parcel exhibits and legal descriptions, obtaining title commitments, right-of-way/easement staking, and property appraisals and reviews. The City Attorney will provide legal documents such as deeds, easements, consents, disclaimers, etc., as required and will also review title work and ensure that all interested parties are defined and listed prior to the consultant meeting with the landowner. City staff will help facilitate and participate in discussions with the landowner. The City will ultimately process all documents that require recording through the City Attorney's office. Any eminent domain tasks will be provided by the City Attorney, as needed.

j) Preparation of preliminary and final assessment rolls.

k) Public engagement support. The level of public engagement during design is to be outlined by the consultant in the work plan of their proposal with any value-added costs identified in the fee spreadsheet. At a minimum, plan for two (2) public open houses and exhibit preparation, routine project webpage updates during design (hosted on the city's website), and preparation of a mailed resident survey(s) that asks for input around both project wide improvements and property specific impacts. A summarization of all resident input submitted via email, comment cards, resident survey, and other means shall be prepared by the consultant and used as a tracking mechanism during design. The consultant shall follow-up on all individual survey responses as needed. A communication summary shall be coordinated and drafted by the consultant after each open house to add to the City Council agenda item.

3. Bidding.

a) Bidding services shall include coordination regarding the advertisement for bid, posting electronic bid documents, answering bidder's questions, maintaining a bid holder's list, attending a bid opening at City Hall, tabulating bids and breaking bids down by funding source, analysis, and providing a recommendation. Online bidding will be acceptable, however it is expected that the consultant host the virtual bid opening from City Hall.

4. Design Surveying.

a) GIS data will be provided to the Consultant to use as a starting point for a basemap for the design in any proposed rehabilitation (M&O or FDR) areas. Available as-built information will also be provided to the consultant by the City. The Consultant shall obtain supplemental field surveying at select areas of the project as needed in a rehabilitation area and as determined to be

necessary during the design phase. Specific data may include tree locations and size for impacted trees, ADA compliance, private utility locations (consultant shall obtain small utility mapping), structure rim and invert elevations, drainage and grade refinements, EOF's, finished floor elevations, and locating existing right of way and/or easements within the project area. An accurate basemap in CAD format (.dwg) is required to be developed by the consultant that includes updates based on as-built review and field survey information. The Consultant is cautioned not to expect to strictly rely upon GIS information as it is deemed conceptual by City staff and known to have errors. The Consultant shall include an allowance of $50,000 for the cost of field design surveying as needed per the level of effort associated with the rehabilitation design.

5. Meetings. It is anticipated the Consultant shall include time to prepare agenda and minutes, handouts, exhibits, and have key staff attend in person for:
    a) Three (3) City Council meetings at City Hall. Consultant shall provide information as needed to facilitate preparation of staff reports and Powerpoint presentations for the City Council agenda.
    b) Two (2) neighborhood informational meetings for the entire project area.
    c) Two (2) coordination meetings with the watershed districts to confirm design requirements and resolve comments to secure construction permits.
    d) Staff meetings for design coordination as necessary and as desired by the consultant to facilitate a quality and complete design. These meetings shall typically be held at City Hall but can be held virtually if needed. Routine design meetings should be assumed to take 2+ hours per meeting to coordinate various design details. The consultant shall describe in detail their plan for design and coordination meetings to facilitate a quality product.
    e) Individual property owner meetings held on-site as needed during design for ROW and easement acquisition, tree removals, BMP placements, and other coordination items to communicate effectively with the residents. Assume ten (10) meetings for this proposal. Note: Individual property owner meetings during construction are expected to be incorporated into the Construction Administration time.
    f) Preconstruction meeting to be held at Public Works.
    g) Weekly meetings during construction. Assume twenty-six (26) meetings for this proposal. Note: The construction administrator and the inspector shall both attend these meetings.

6. Construction Surveying.
    a) Consultant shall include an allowance of $60,000 to cover the cost of construction staking as the level of effort cannot be determined at this time. If the consultant does not feel this amount will be sufficient to cover construction staking it should be noted in the proposal and the estimated amount can be discussed and the agreed upon amount can be included in the contract.

7. Construction Administration and Inspection.

a) Construction administration services will be required including owner and contractor coordination, submittal review, answering design questions and responding to RFI's, preparation and review of pay requests by funding category, construction coordination with residents, preparation of weekly project updates, attending weekly meetings including preparation of meeting minutes, monitoring and review of NPDES permit documentation, other permit coordination, negotiating and processing change orders, Spring work the following season, final closeout, and warranty coordination. The consultant shall request submittal review assistance as needed and distribute all approved submittals to the City during construction. The consultant shall maintain and distribute conformed contract documents after the bidding process and throughout construction as major plan updates occur. If the project is utilizing any Municipal State-Aid funding, the Consultant shall prepare and submit State-aid payment requests periodically on behalf of the city. The construction administration time including is task 7a shall be in addition to time allocated in tasks 7b (construction inspection) and 8 (project close-out) in this RFP.

b) Construction inspection services shall include time on-site to monitor the construction, perform utility coordination, coordinate with residents as necessary, track quantities, attend weekly coordination meetings, coordinate with the City's staff as needed, prepare daily reports, monitor all BMPs associated with the SWPPP and document compliance, and generally work with the Contractor. The inspector shall document and track all private utility interruptions and hits caused by the project via an up-to-date spreadsheet that can be accessed by City staff. The Consultant should include an allowance of 1600 hours of inspection time in 2027 in their proposal for the primary inspector. Approximately 100 hours of this allotment is assumed to be for a second inspector. An allowance of an additional 150 inspection hours shall be reserved for the following Spring to follow-up on punch list items, wear course paving (if necessary), restoration, and closing-out the project. The consultant shall also perform inspections as needed through the warranty period in addition to coordinating with the contractor to ensure items are adequately communicated and repairs are completed. An allowance of an additional 50 hours shall be reserved for warranty period efforts. The Consultant shall have the capacity to provide a second inspector on-site when construction activity dictates additional assistance is necessary. The primary inspector shall be certified through MnDOT certification classes including ADA certification in addition to the Erosion and Stormwater Management program through the University of Minnesota. This certification information should be indicated on the proposed inspector's resume included within the proposal as part of the key personnel. The primary project inspector shall have a minimum of five (5) full years of construction experience. Completed daily reports for the past month shall be submitted with each contractor pay application or consultant monthly invoice.

c) The consultant shall factor adjusted billing rates into the proposal for any necessary rate increases for construction time expended throughout the contract. The billing rates for all construction staff will not be allowed to be adjusted during the project because it would reduce the allotted amount of hours

planned to complete the work. This is not intended to apply to design staff for work between Fall 2026 and Winter 2027 prior to the project being awarded by the City Council to a contractor.

d) The city will contract separately for geotechnical support and materials testing during construction, however the consultant will coordinate and review all testing with the selected geotechnical firm during construction. The Consultant will provide testing quantity information based to the city based on the design as part of their scope for inclusion in the material testing RFP.

8. Preparation of as-built drawings and project closeout.

a) Draft as-builts shall be completed and submitted to the city after the project is substantially complete and within the winter season following construction. The as-built requirements shall comply with section 9.19 of the City's General Conditions.

b) Provide completed MnDOT ADA Compliance Checklists with the final as-builts.

c) The consultant shall coordinate all final documentation required to close out the construction contract.

d) Final as-built information and all other final documentation shall be provided no later than 45 days after the final construction pay request has been approved.

e) Time within task 8 shall be calculated separate from time included within Task 7b.

C. Project Goals. The goals of the project are as follows, in no particular order of importance. These goals support the City's Strategic Priorities.

1. Develop an appropriate pavement rehabilitation technique that meets design budget. (Financial Sustainability and Asset Management)

2. Incorporate appropriate improvements to public utilities and systems in the vicinity of the project by leveraging the opportunity of the street rehabilitation. (Asset Management)

3. Implement a project schedule that leverages an advantageous bidding climate. (Financial Sustainability)

4. Preparation of contract documents to a level of detail that meets City standards, minimizes cost and schedule risk exposure to the City, and clearly addresses impacts to private property. (Financial Sustainability, Asset Management and Operational Excellence)

5. Proactive communication with impacted residents and property owners. (Communication and Operational Excellence)

6. Develop trust between City and Consultant; and between City and Residents. (Communication and Operational Excellence)

D. Project Schedule. The following is the estimated project schedule:

Distribute RFP	March 20, 2026
Proposal Submissions	April 10, 2026
Award Consultant Contract at City Council	April 27, 2026
Accept Feasibility Report; Call Public Hearing	September 14, 2026
Neighborhood Project Open House	September 16, 2026
Public Hearing on Feasibility; Order Project	September 28, 2026
Approve Plans & Specifications, Authorize Ad	January 25, 2027
Bid Opening	February 18, 2027
Call Assessment Hearing	March 8, 2027
Neighborhood Meeting	March 10, 2027
Assessment Hearing; Award Contract	March 22, 2027
Start Construction	May 3, 2027
Substantial Construction Complete	October 30, 2027
Final Completion	June 9, 2028

III. PROPOSAL

A. Delivery of Proposals

All proposals must be emailed to Assistant City Engineer George Bender at: gbender@chanhassenmn.gov

All proposals must be received no later than 4:00 p.m. (central time) on Friday, April 10, 2026. Late proposals will not be considered.

B. Proposal shall include at a minimum, the following:

1. Identification of the offering firm, including name, address and telephone number.
2. Acknowledgement of receipt of RFP addenda, if any.
3. Name, title, address, email address and telephone numbers of contact person during period of proposal evaluation.
4. Identify key team members and areas of responsibility, include resumes.
5. A brief, concise work plan that demonstrates the Consultant's understanding of the project and what needs to be done to successfully complete the scope of work, including overall project schedule. Special consideration will be giving for innovative public engagement during both design and construction phases.
6. A detailed not-to-exceed cost breakdown, in spreadsheet format, for performing the work including time and hourly rates for each named team member, permit fees, materials, equipment, and subcontractors required, if any. Costs shall be broken out into areas as indicated in Section II, Paragraph B. The estimate shall clearly identify

any proposed alternates and reimbursable expenses as well as any deviations from the requirements of this RFP.

7. Other services outside the scope of this proposal that the firm feels may be needed, if any. The Consultant may also may propose cost-savings items or deviations from the requirements of the RFP which may be considered an advantage to the City. Any modifications or deviations shall be noted separately in the proposal and not part of the overall not-to-exceed fee.
8. Any exceptions to the requirements in this RFP, including the language in the contractual terms, must be included in the proposal. If the Consultant proposes any changes to the scope of work or requirements detailed within the RFP, include a description, reason for the change and added/deducted engineering costs. Segregate all exceptions as a separate element of the proposal under the heading "Exceptions and Deviations".

C. Proposal Evaluation

Proposals will be evaluated based on the following criteria:

1. Completeness and quality of the proposal including a demonstrated understanding of the scope as it relates to the stated goals of the project and conformance with the RFP. (35%)

2. Resources of firm and experience of key personnel identified in the proposal to perform the complete scope of services and the firm's ability to meet the project schedule. Proposed personnel and their availability shall be clear within the proposal. Experience includes past performance on similar projects and experience on previous City of Chanhassen projects. (35%)

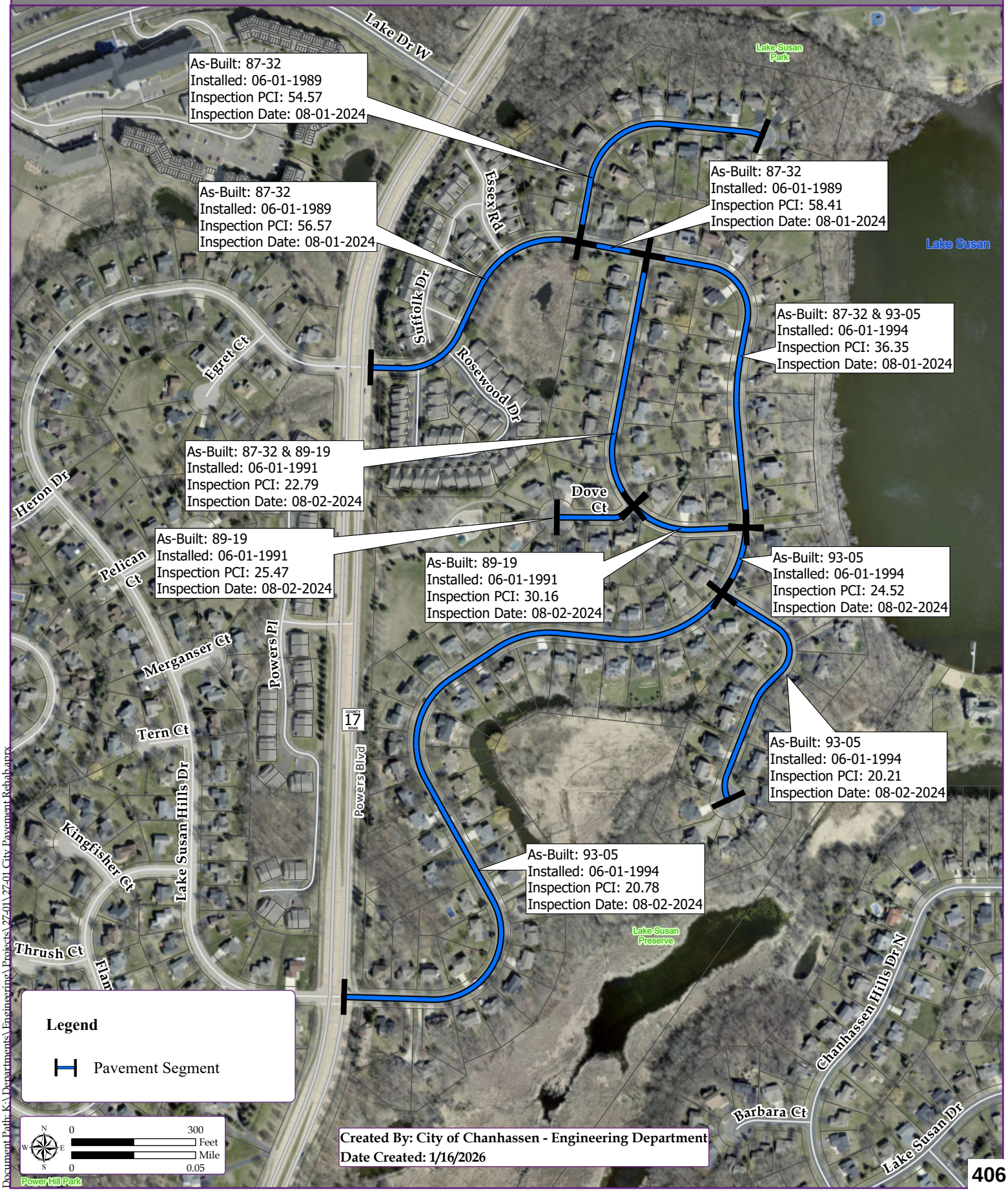
   Please note when the City evaluates the personnel proposed to be utilized on the project it becomes assumed these personnel will be available to work on the project based on the availability identified in the proposal. If project personnel needs to be modified by the selected consultant – the City reserves the right to approve the proposed changes. The consultant shall communicate the need for the requested modification and explain any effects on the project for City consideration and approval.

3. Fee. (30%)

   Interviews are not anticipated to be utilized as part of proposal evaluation process but the City reserves the right to interview firms to make a determination regarding the final selection.

City of Chanhassen

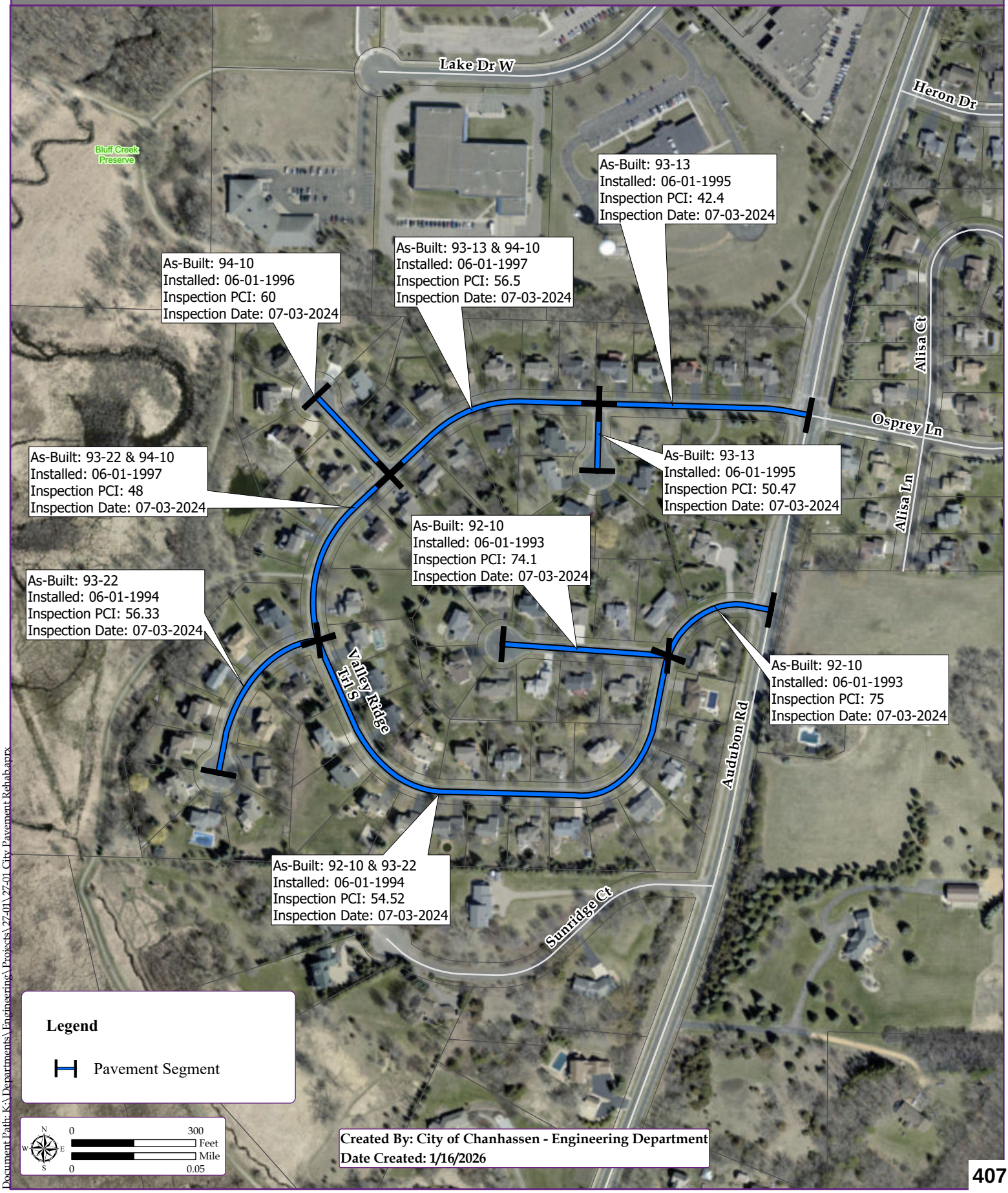
27-01 Street Details: Lake Susan Hills



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City of Chanhassen

27-01 Street Details: Bluff Creek Estates

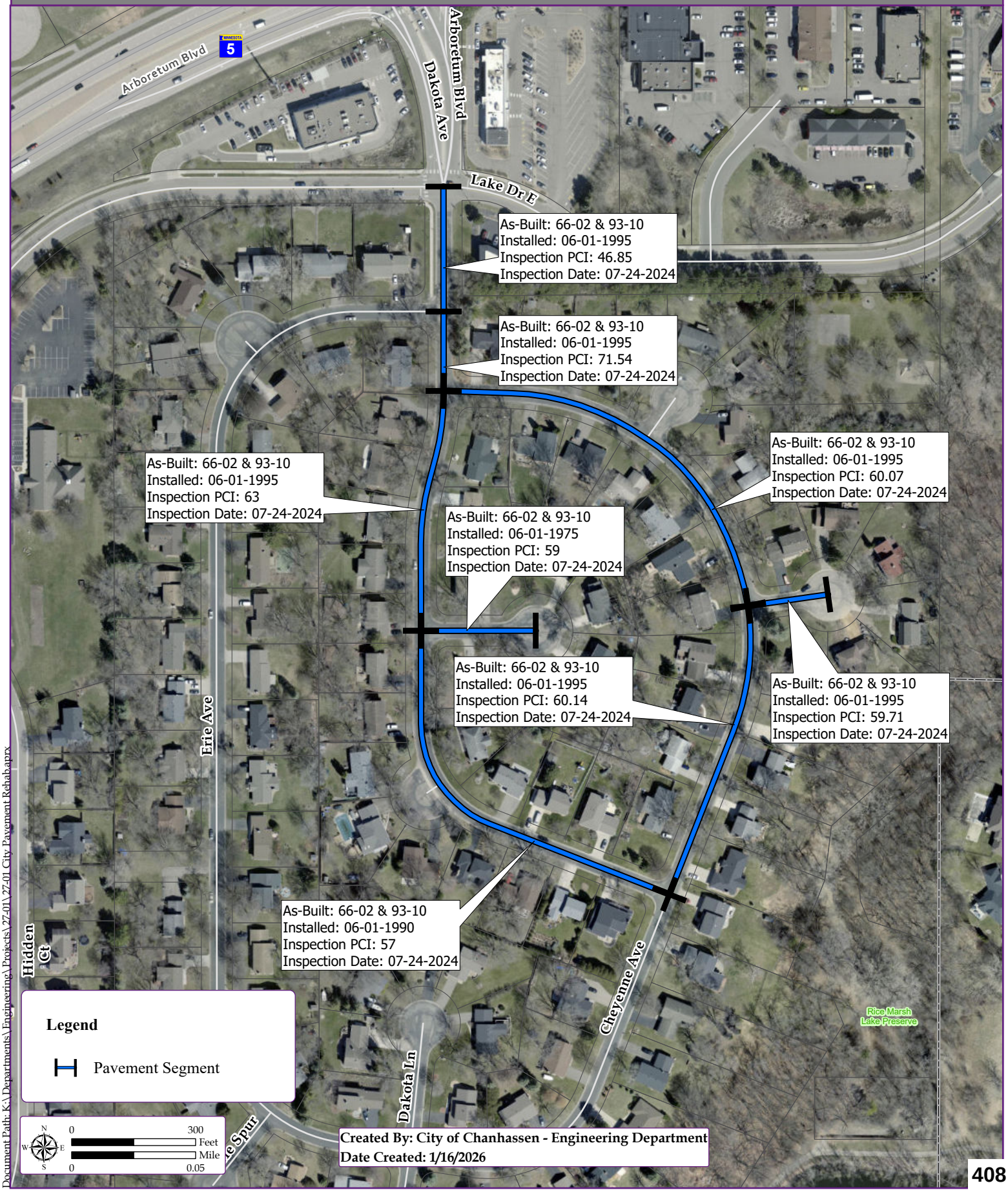


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Date Created: 1/16/2026

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City of Chanhassen

27-01 Street Details: Chanhassen Estates

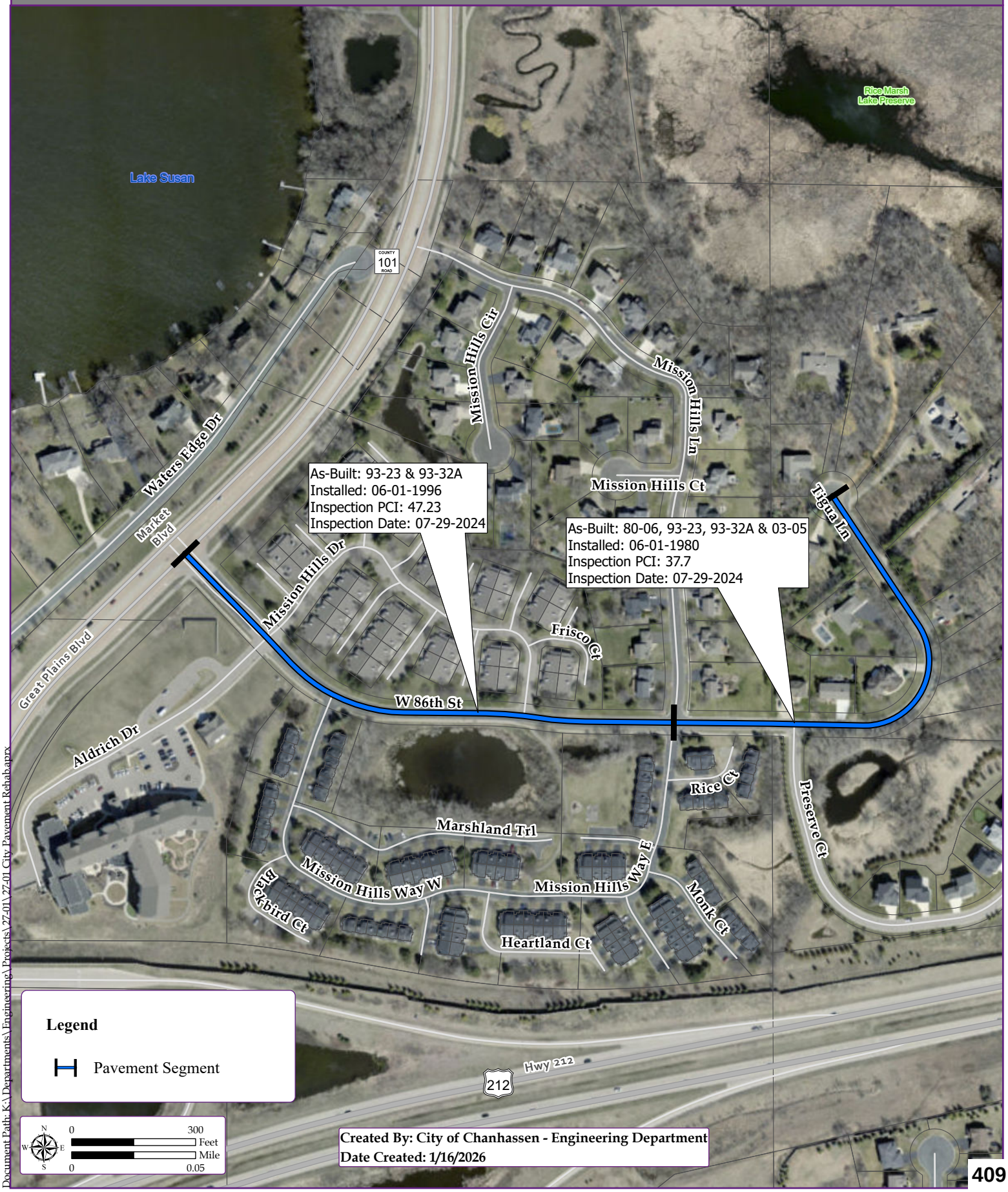


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Date Created: 1/16/2026

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City of Chanhassen

27-01 Street Details: W 86th St/Tigua Lane



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Date Created: 1/16/2026

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City of Chanhassen

27-01 Affected Storm Features: Lake Susan Hills

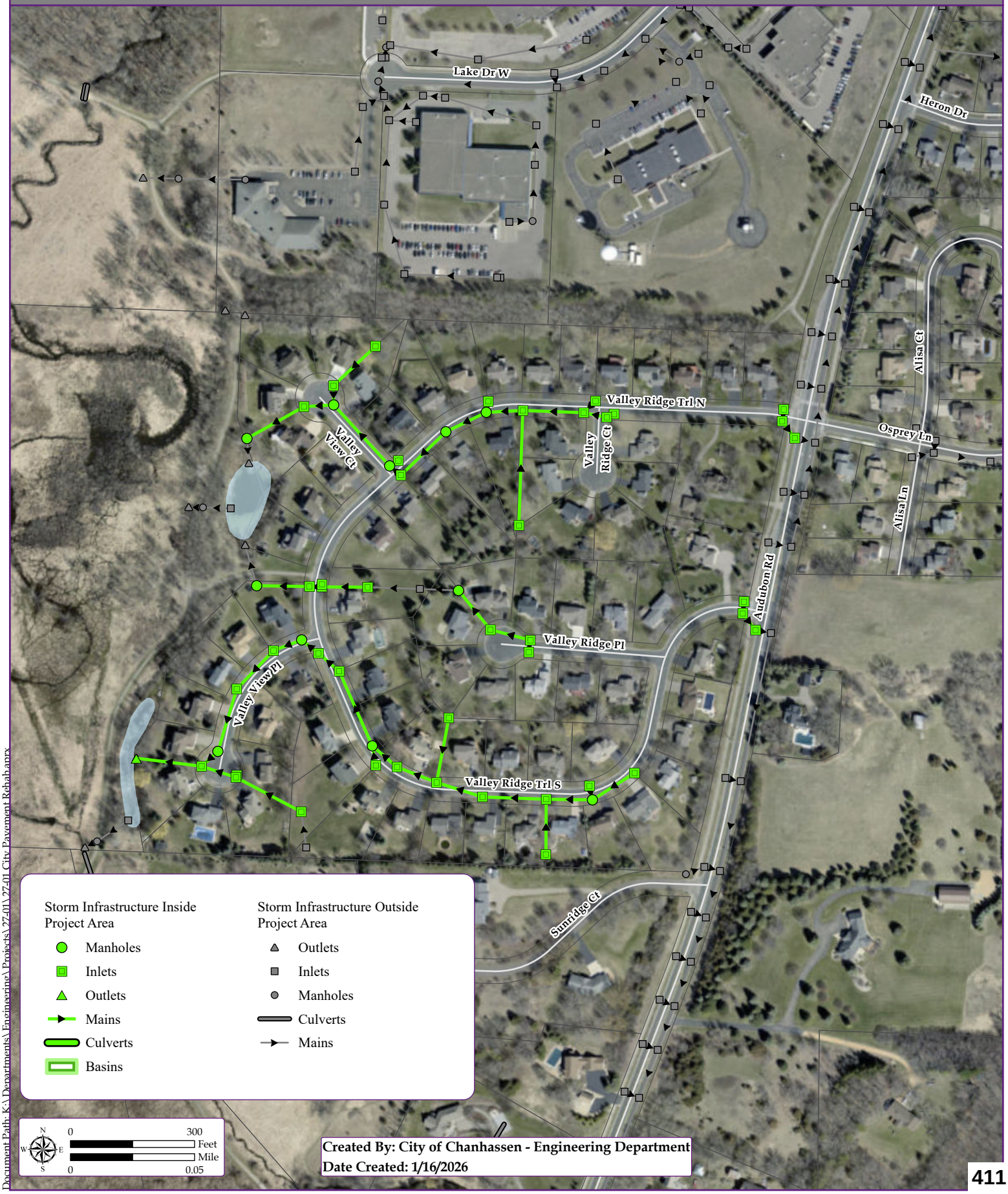


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City of Chanhassen

27-01 Affected Storm Features: Bluff Creek Estates

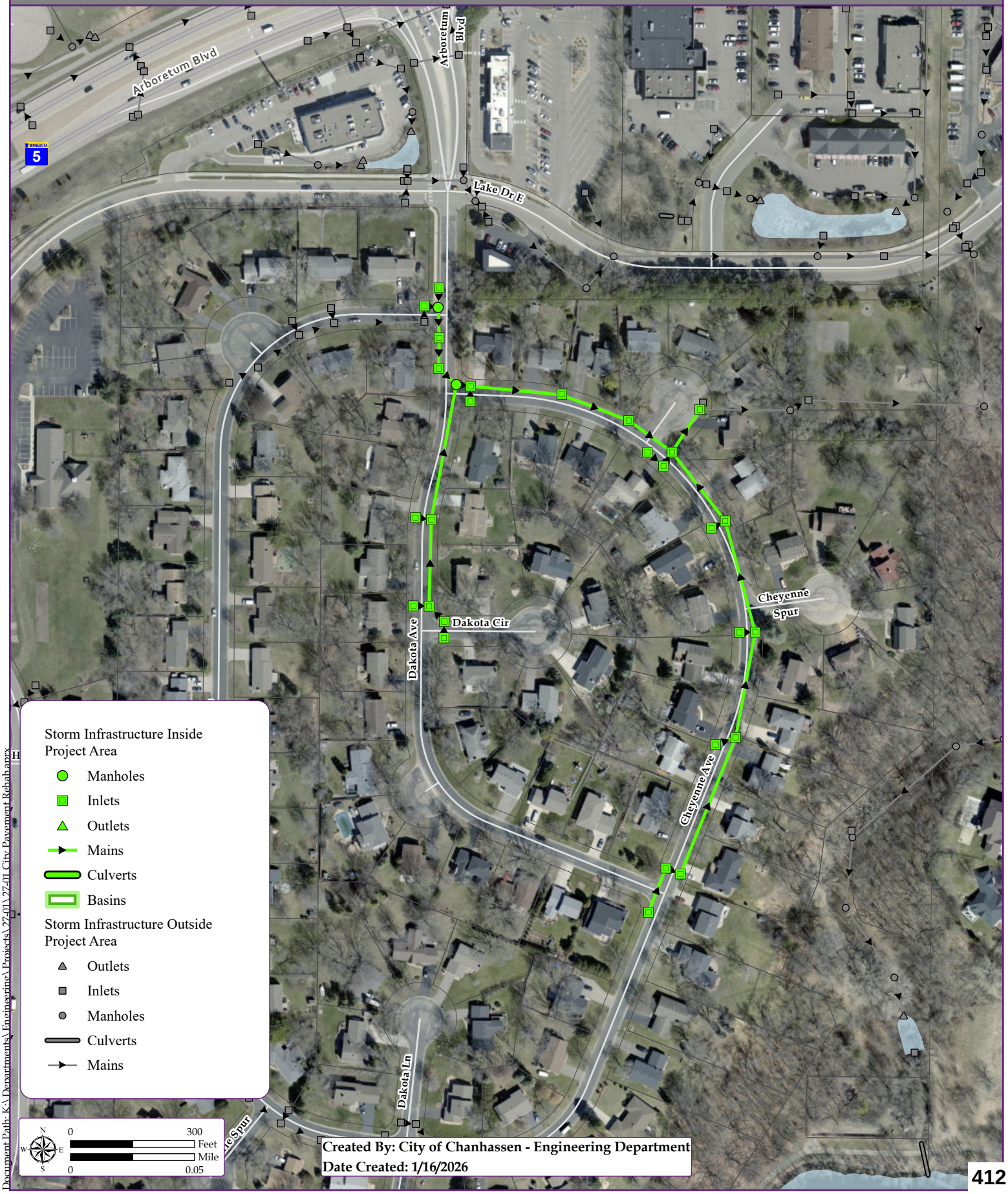


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City of Chanhassen

27-01 Affected Storm Features: Chanhassen Estates

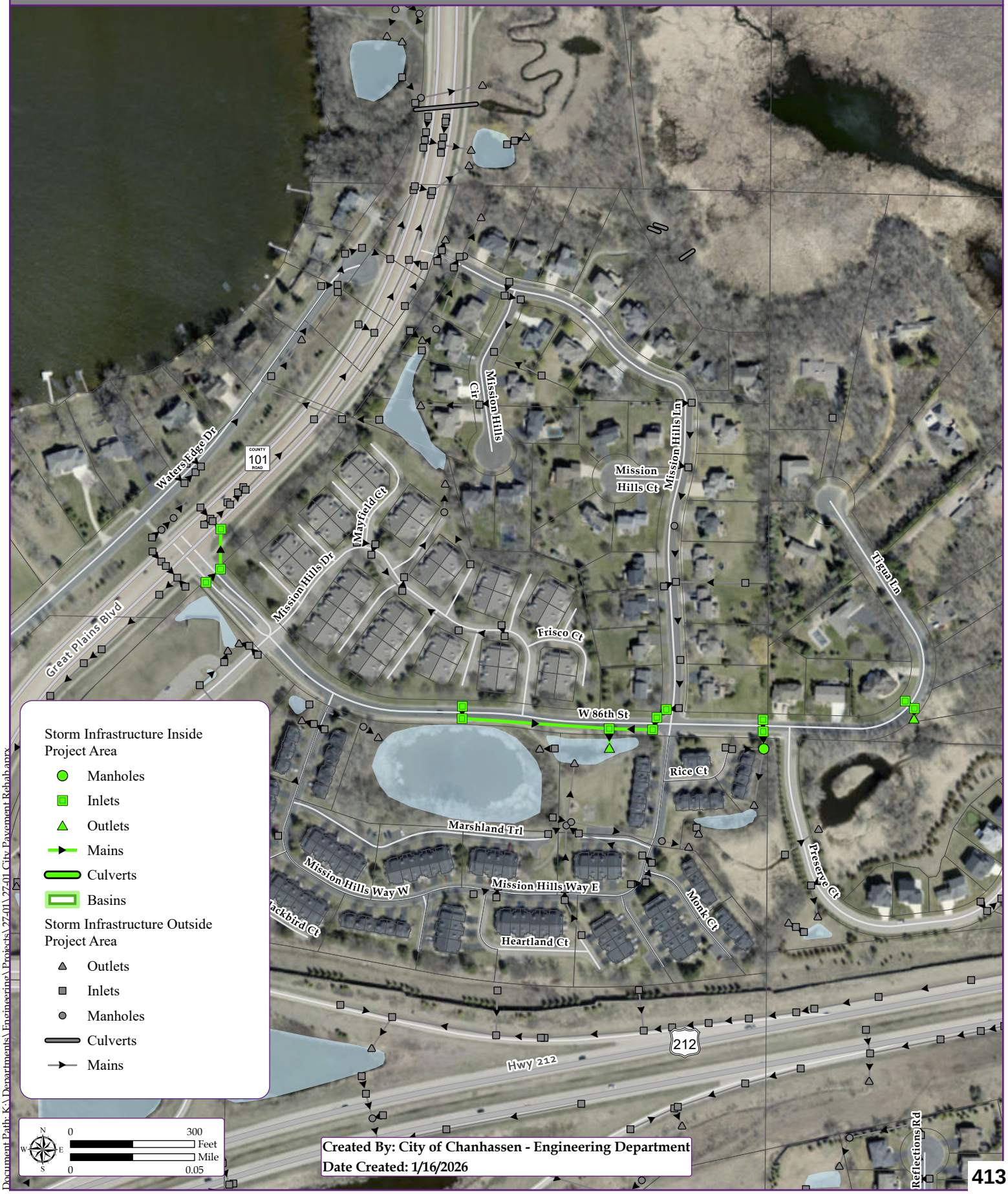


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City of Chanhassen

27-01 Affected Storm Features: W 86th St/Tigua Lane



Storm Infrastructure Inside Project Area
- Manholes
- Inlets
- Outlets
- Mains
- Culverts
- Basins

Storm Infrastructure Outside Project Area
- Outlets
- Inlets
- Manholes
- Culverts
- Mains

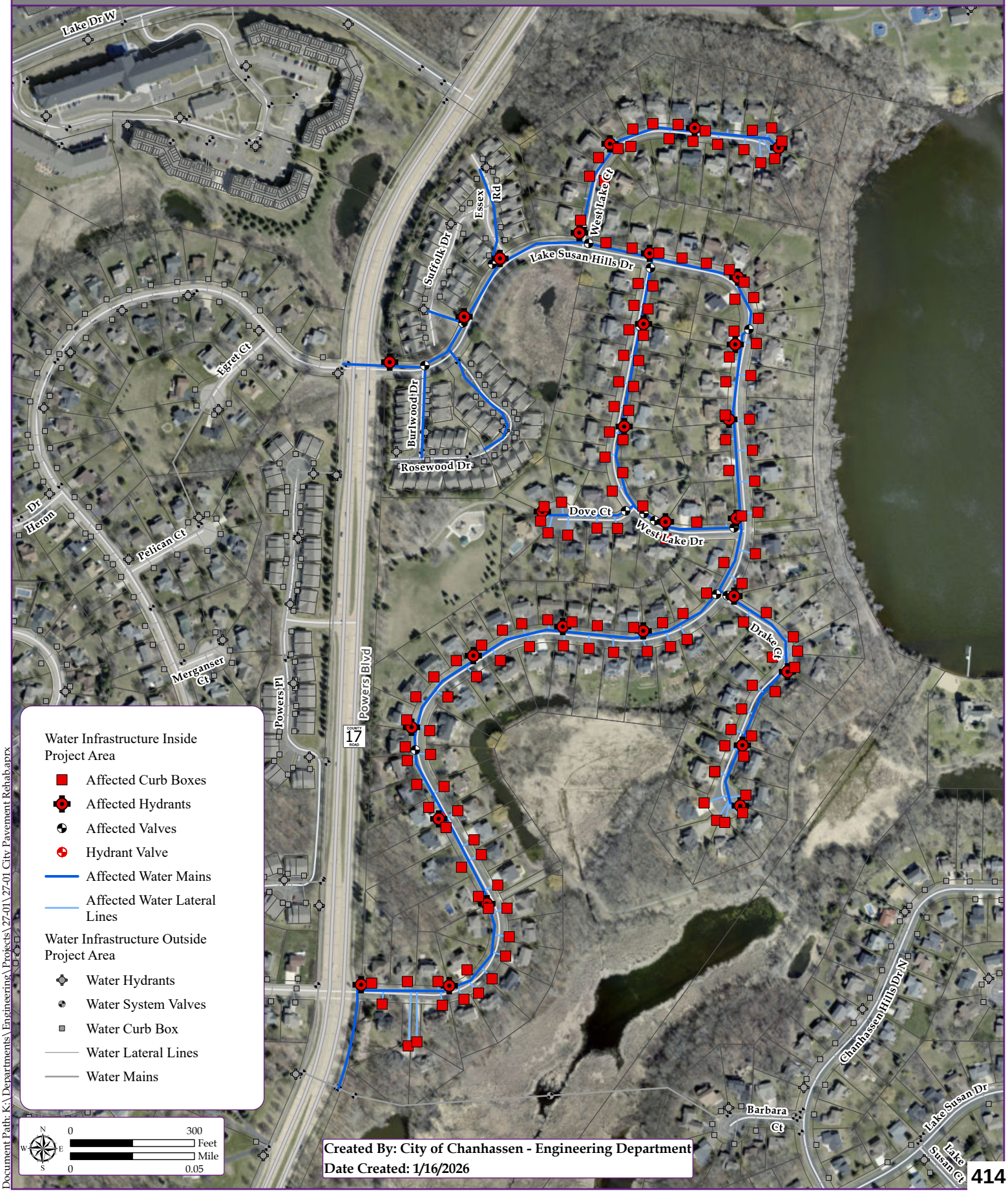
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0 300 Feet
0 0.05 Mile

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Date Created: 1/16/2026

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City of Chanhassen

27-02 Affected Water Features: Lake Riley Blvd

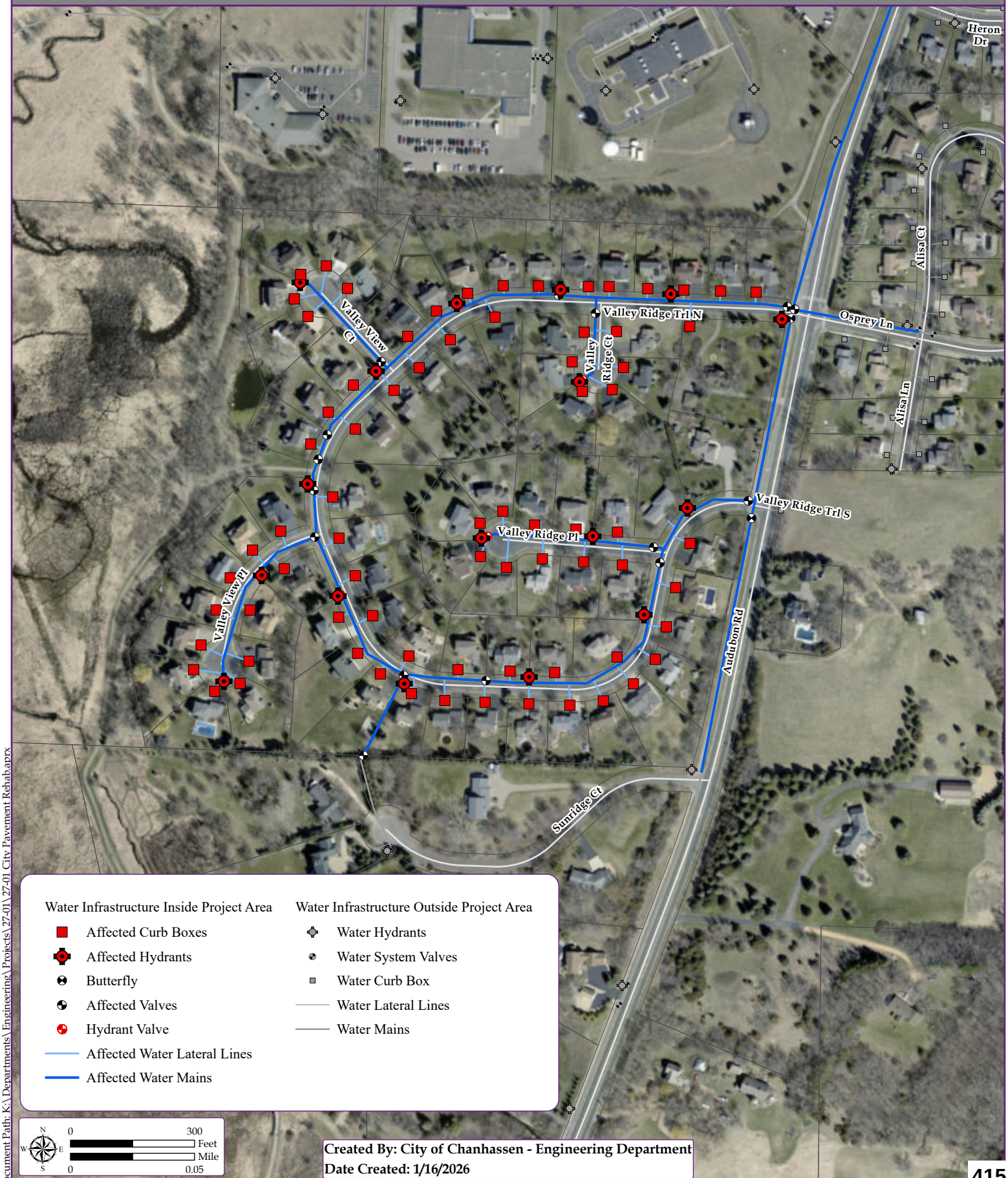


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City of Chanhassen

27-02 Affected Water Features: Lake Riley Blvd



Water Infrastructure Inside Project Area

- Affected Curb Boxes
- Affected Hydrants
- Butterfly
- Affected Valves
- Hydrant Valve
- Affected Water Lateral Lines
- Affected Water Mains

Water Infrastructure Outside Project Area

- Water Hydrants
- Water System Valves
- Water Curb Box
- Water Lateral Lines
- Water Mains

N W E S

0 300 Feet

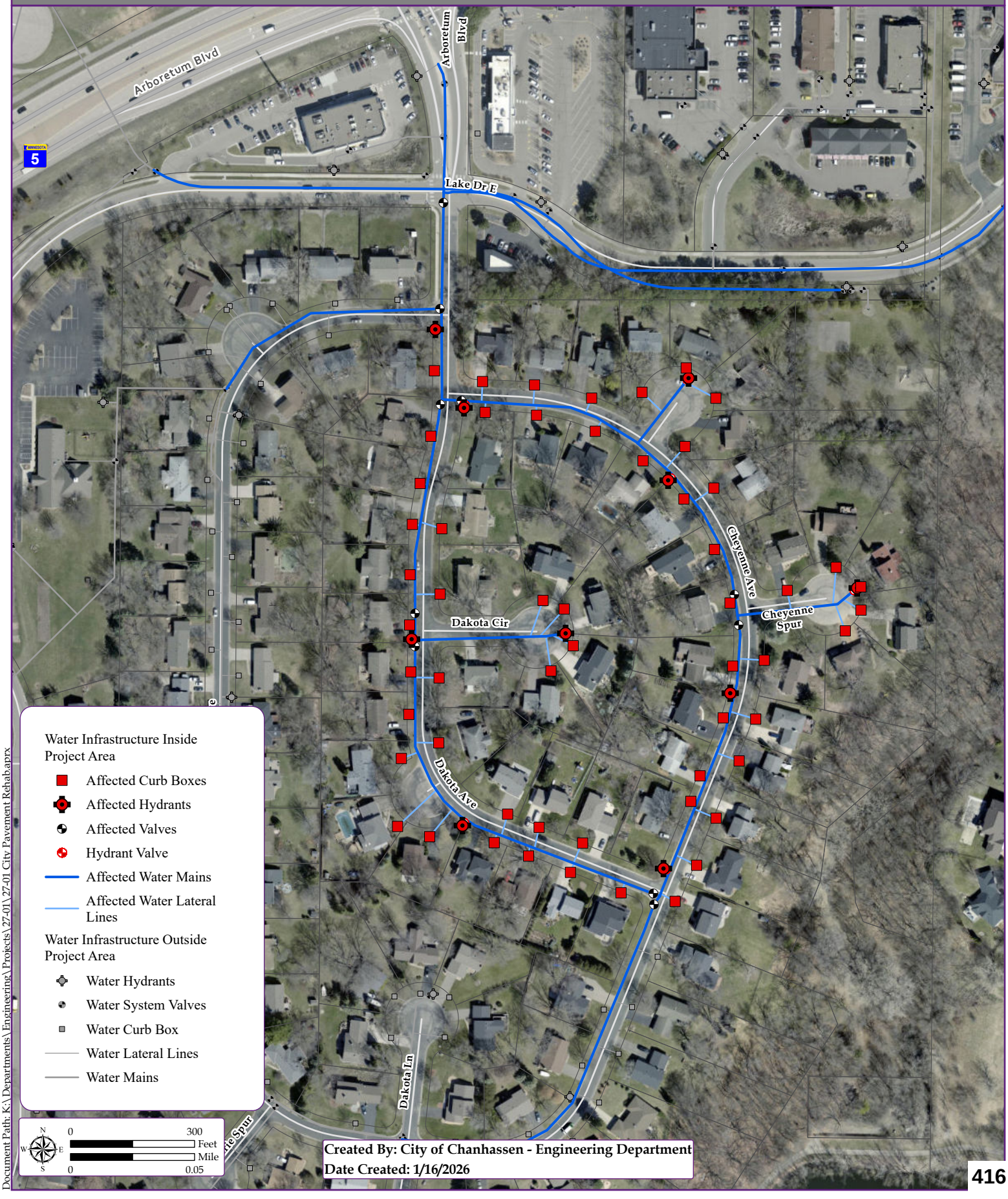
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City of Chanhassen

27-01 Affected Water Features: Chanhassen Estates



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City of Chanhassen

27-02 Affected Water Features: Lake Riley Blvd



Water Infrastructure Inside Project Area

- Affected Curb Boxes
- Affected Hydrants
- Butterfly
- Affected Valves
- Hydrant Valve
- Service Valve
- Affected Water Mains
- Affected Water Lateral Lines

Water Infrastructure Outside Project Area

- Water Hydrants
- Water System Valves
- Water Curb Box
- Water Lateral Lines
- Water Mains

N W E S

0 300 Feet

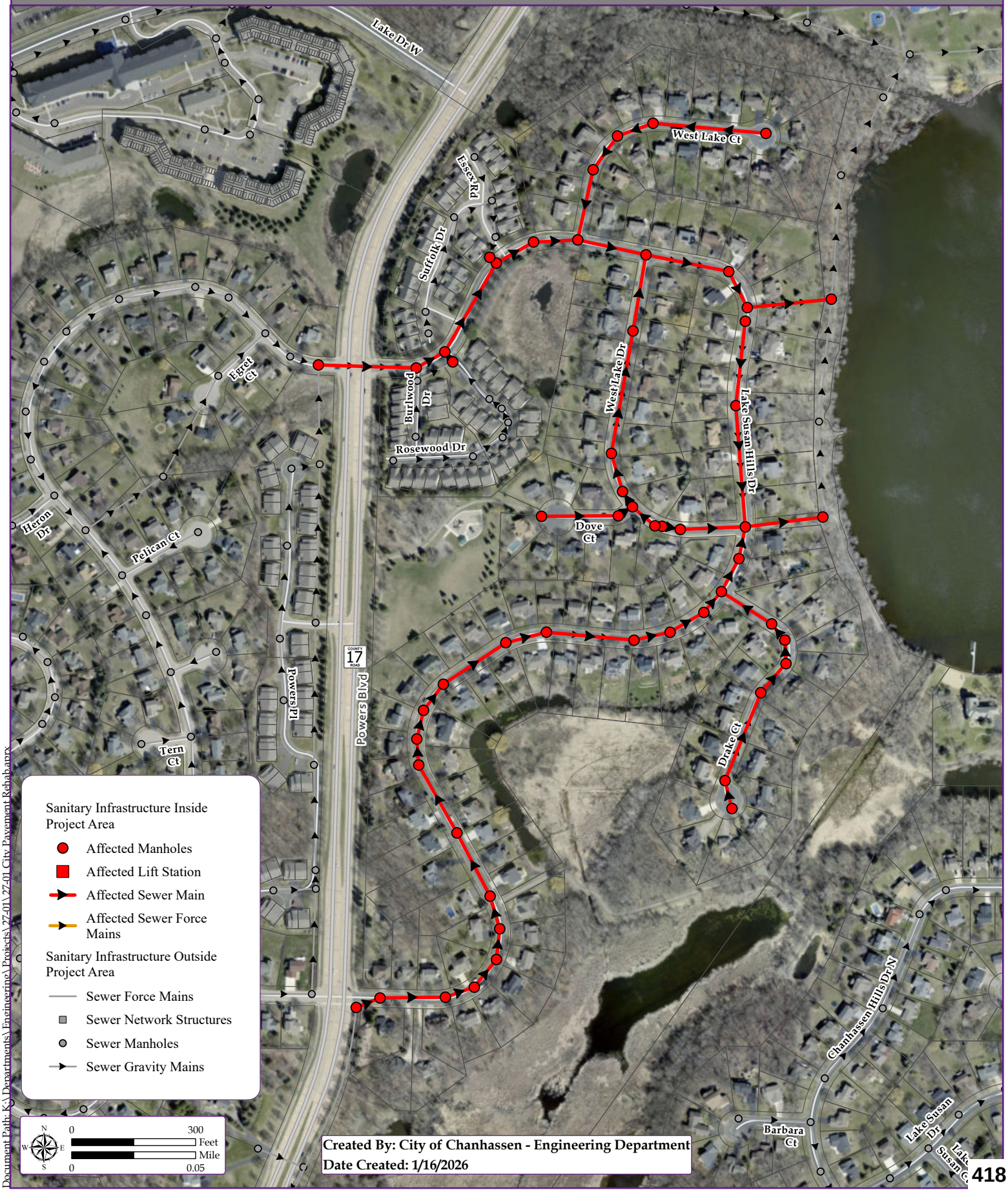
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City of Chanhassen

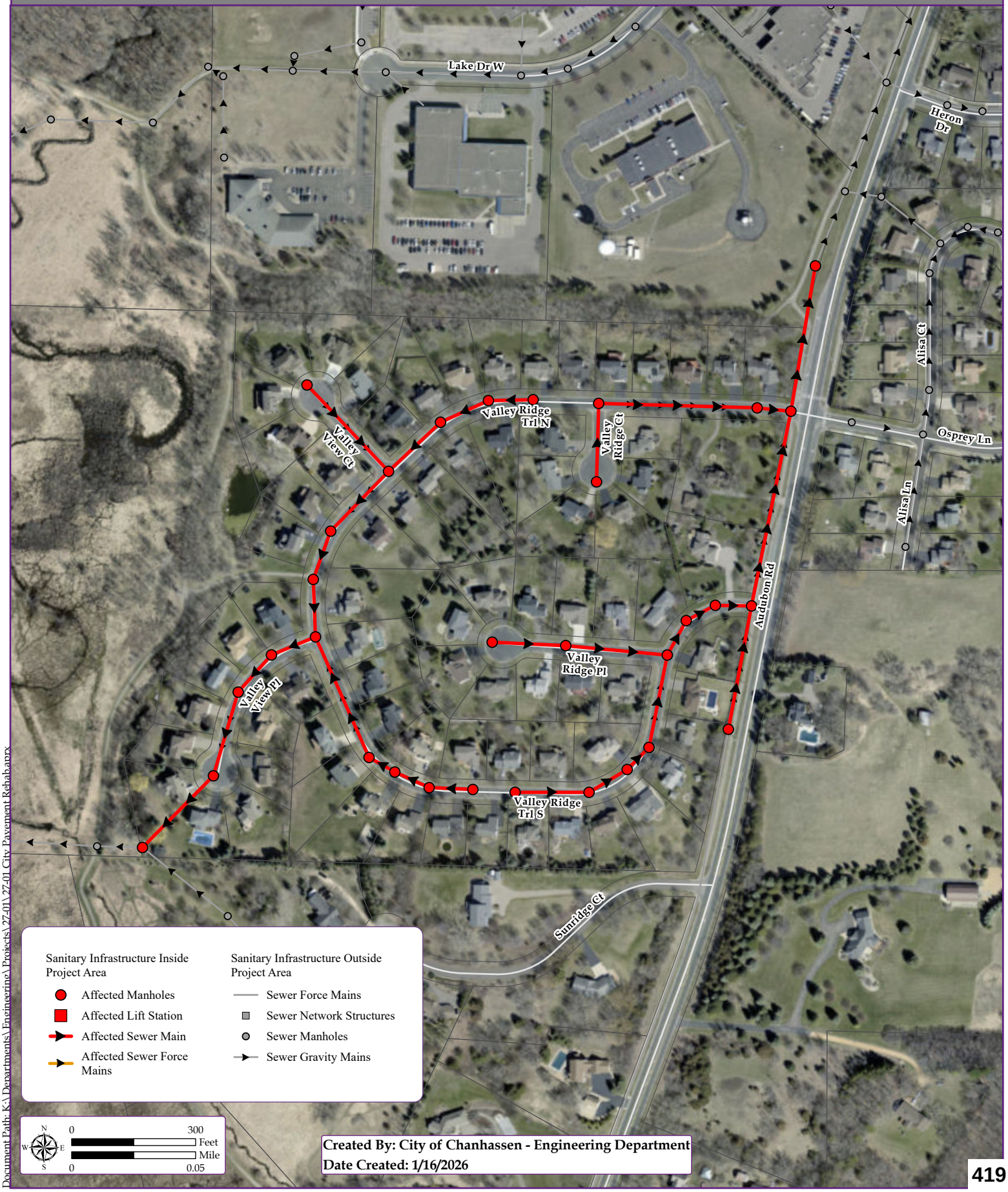
27-01 Affected Sanitary Structures: Lake Susan Hills



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City of Chanhassen

27-01 Affected Sanitary Structures: Bluff Creek Estates

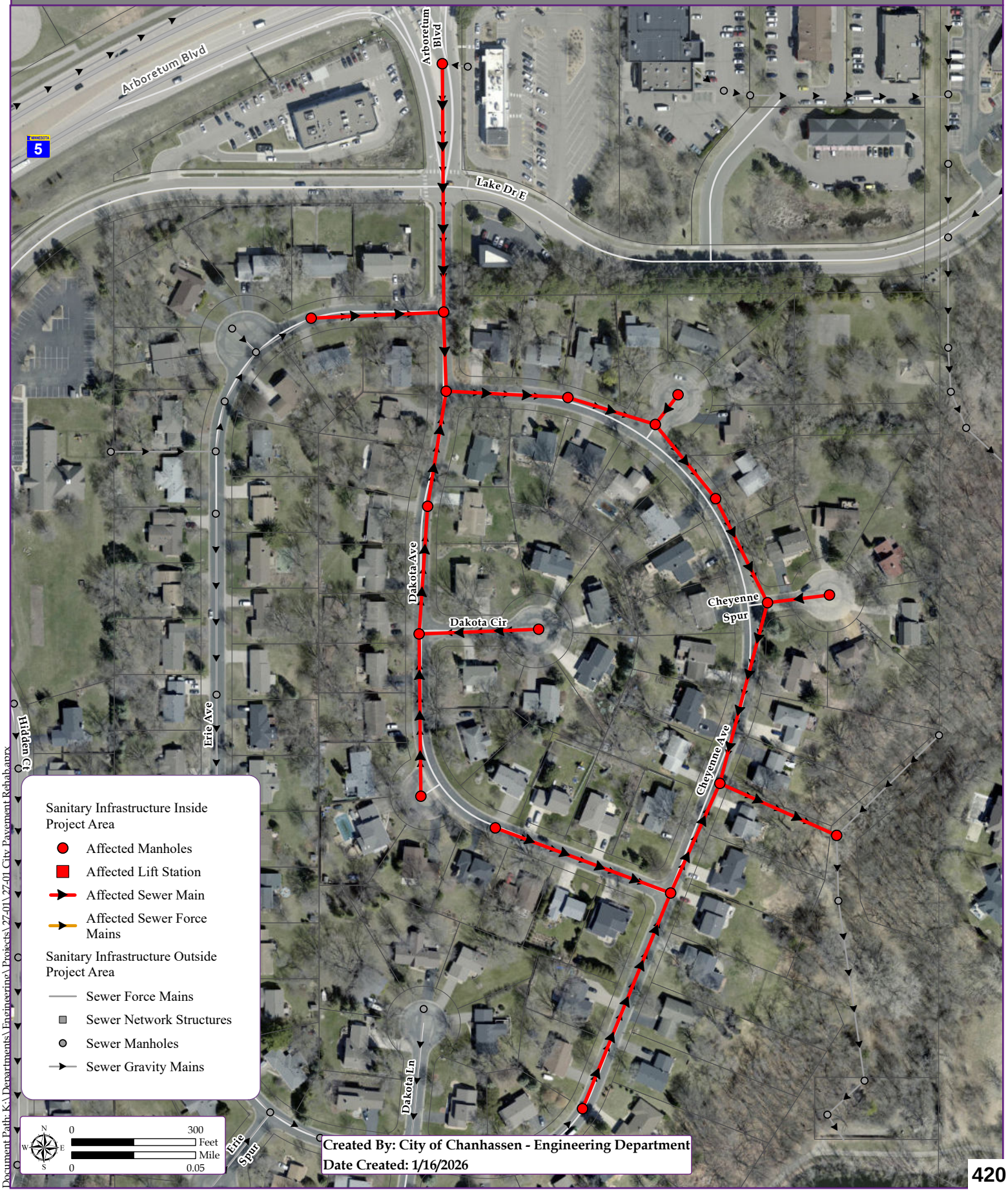


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City of Chanhassen

27-01 Affected Sanitary Structures: Chanhassen Estates



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Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

City of Chanhassen

27-01 Affected Sanitary Structures: W 86th St/Tigua Lane



Sanitary Infrastructure Inside Project Area

- Affected Manholes
- Affected Lift Station
- Affected Sewer Main
- Affected Sewer Force Mains

Sanitary Infrastructure Outside Project Area

- Sewer Force Mains
- Sewer Network Structures
- Sewer Manholes
- Sewer Gravity Mains

N W E S

0 300 Feet

0 0.05 Mile

Created By: City of Chanhassen - Engineering Department
Date Created: 1/16/2026

Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this _____ day of _____, 20__, by and between the **CITY OF CHANHASSEN,** a Minnesota municipal corporation ("City") and _____ "Consultant").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Consultant for_____.

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Professional Services Agreement;

B. Request for quote – _____ dated _____, 20___;

C. Insurance Certificate;

D. Consultant's _____, 20___ proposal for_____ ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "D" having the last priority.

3. COMPENSATION. Consultant shall be paid by the City for the services described in the Proposal a not to exceed fee of _____ Dollars ($_____, inclusive of expenses. Services performed directly by Consultant shall be paid at an hourly rate in accordance with the Proposal, subject to the not to exceed fee. The not to exceed fees and expenses shall not be adjusted if the estimated hours to perform a task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall bill the City as the work progresses. Payment shall be made by the City within thirty-five (35) days of receipt of an invoice.

4. DOCUMENT OWNERSHIP. All reports, plans, models, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

7. STANDARD OF CARE. Consultant 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 consultant under similar circumstances. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Consultant's services.

8. INDEMNIFICATION. Consultant shall indemnify and hold harmless the City, its officers, 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 services provided for herein and further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising hereunder.

9. INSURANCE. Consultant shall secure and maintain such insurance as will protect Consultant from claims under the Worker's Compensation Acts, automobile liability, and from claims for bodily injury, death, or property damage which may arise from the performance of services under this Agreement. Such insurance shall be written for amounts not less than:

Commercial General Liability	$2,000,000 each occurrence/aggregate
Automobile Liability	$2,000,000 combined single limit
Professional Liability	$2,000,000 each occurrence/aggregate

The City shall be named as an additional insured on the general liability policy on a primary and non-contributory basis. Before commencing work, the Consultant shall provide the City a certificate of insurance evidencing the required insurance coverage in a form acceptable to City.

10. INDEPENDENT CONTRACTOR. The City hereby retains Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner agents or employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers 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.

11. SUBCONTRACTORS. Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Consultant shall comply with Minnesota Statutes § 471.425. Consultant must pay subcontractors for all undisputed services provided by subcontractors within ten (10) days of Consultant's receipt of payment from City. Consultant must pay interest of one and five-tenths percent (1.5%) per month or any part of a month to subcontractors on any undisputed amount not paid on time to subcontractors. The minimum monthly interest penalty payment for an unpaid balance of One Hundred Dollars ($100.00) or more is Ten Dollars ($10.00).

12. CONTROLLING LAW/VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Carver County Minnesota.

13. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Consultant 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 Consultant pursuant to this Agreement. Consultant 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 Consultant receives a request to release data, Consultant must immediately notify City. City will give Consultant instructions concerning the release of the data to the requesting party before the data is released. Consultant agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Consultant'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. COPYRIGHT. Consultant shall defend actions or claims charging infringement of any copyright or software license by reason of the use or adoption of any software, designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting therefrom.

15. PATENTED DEVICES, MATERIALS AND PROCESSES. If the Contract requires, or the Consultant desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Consultant shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the City. If no such agreement is made or filed as noted, the Consultant shall indemnify and hold harmless the City from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under the Contract, and shall indemnify and defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

16. RECORDS. Consultant shall maintain complete and accurate records of hours worked and expenses involved in the performance of services.

17. ASSIGNMENT. Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

18. WAIVER. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

19. 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.

20. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Consultant. In the event of termination, the City shall be obligated to the Consultant for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination.

Dated: _____, 20__. **CITY OF CHANHASSEN**

BY: _____
Elise Ryan, Mayor

BY: _____
Laurie Hokkanen, City Manager

Dated: _____, 20__. _____

BY: _____
_____
Its _____

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this 27th day of April, 2026, by and between the **CITY OF CHANHASSEN,** a Minnesota municipal corporation ("City") and **SHORT ELLIOT HENDRICKSON (SEH) Inc.** "Consultant").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Consultant for engineering design and construction phase professional services for the 2027 City Pavement Rehabilitation Project, City Project No. 27-01.

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Professional Services Agreement;

B. Request for Proposal – 2027 City Pavement Rehabilitation Project dated March 20, 2026;

C. Insurance Certificate;

D. Consultant's April 10, 2026 proposal for 2027 City Pavement Rehabilitation Project, City Project N. 27-01 ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "D" having the last priority.

3. COMPENSATION. Consultant shall be paid by the City for the services described in the Proposal a not to exceed fee of four hundred ninety-six thousand eight hundred three Dollars ($496,803.00), inclusive of expenses. Services performed directly by Consultant shall be paid at an hourly rate in accordance with the Proposal, subject to the not to exceed fee. The not to exceed fees and expenses shall not be adjusted if the estimated hours to perform a task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall bill the City as the work progresses. Payment shall be made by the City within thirty-five (35) days of receipt of an invoice.

4. DOCUMENT OWNERSHIP. All reports, plans, models, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

7. STANDARD OF CARE. Consultant 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 consultant under similar circumstances. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Consultant's services.

8. INDEMNIFICATION. Consultant shall indemnify and hold harmless the City, its officers, 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 services provided for herein and further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising hereunder.

9. INSURANCE. Consultant shall secure and maintain such insurance as will protect Consultant from claims under the Worker's Compensation Acts, automobile liability, and from claims for bodily injury, death, or property damage which may arise from the performance of services under this Agreement. Such insurance shall be written for amounts not less than:

Commercial General Liability	$2,000,000 each occurrence/aggregate
Automobile Liability	$2,000,000 combined single limit
Professional Liability	$2,000,000 each occurrence/aggregate

The City shall be named as an additional insured on the general liability policy on a primary and non-contributory basis. Before commencing work, the Consultant shall provide the City a certificate of insurance evidencing the required insurance coverage in a form acceptable to City.

10. INDEPENDENT CONTRACTOR. The City hereby retains Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner agents or employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers 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.

11. SUBCONTRACTORS. Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Consultant shall comply with Minnesota Statutes § 471.425. Consultant must pay subcontractors for all undisputed services provided by subcontractors within ten (10) days of Consultant's receipt of payment from City. Consultant must pay interest of one and five-tenths percent (1.5%) per month or any part of a month to subcontractors on any undisputed amount not paid on time to subcontractors. The minimum monthly interest penalty payment for an unpaid balance of One Hundred Dollars ($100.00) or more is Ten Dollars ($10.00).

12. CONTROLLING LAW/VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Carver County Minnesota.

13. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Consultant 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 Consultant pursuant to this Agreement. Consultant 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 Consultant receives a request to release data, Consultant must immediately notify City. City will give Consultant instructions concerning the release of the data to the requesting party before the data is released. Consultant agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Consultant'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. COPYRIGHT. Consultant shall defend actions or claims charging infringement of any copyright or software license by reason of the use or adoption of any software, designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting therefrom.

15. PATENTED DEVICES, MATERIALS AND PROCESSES. If the Contract requires, or the Consultant desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Consultant shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the City. If no such agreement is made or filed as noted, the Consultant shall indemnify and hold harmless the City from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under the Contract, and shall indemnify and

defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

16. RECORDS. Consultant shall maintain complete and accurate records of hours worked and expenses involved in the performance of services.

17. ASSIGNMENT. Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

18. WAIVER. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

19. 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.

20. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Consultant. In the event of termination, the City shall be obligated to the Consultant for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination.

Dated: _____

CITY OF CHANHASSEN

BY: _____
Elise Ryan, Mayor

BY: _____
Laurie Hokkanen, City Manager

Dated: _____

_____

BY: _____
_____
Its _____

City Council Item

April 27, 2026

Item	Resolution 2026-XX: Authorize Contract for Engineering Design and Construction Services for the 2027 Lake Riley Blvd Reconstruction Project (27-02)	
File No.	ENG Project No. 27-02 CIP Project No. ST-012	**Item No:** D.19
Agenda Section	**CONSENT AGENDA**	
Prepared By	George Bender, Assistant City Engineer	
Reviewed By	Charlie Howley	

SUGGESTED ACTION

"The Chanhassen City Council adopts a resolution authorizing a Professional Services Agreement with Bolton & Menk for engineering design and construction services related to the 2027 Lake Riley Blvd Reconstruction Project."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

Consider authorizing a professional services agreement with Bolton & Menk for engineering design and construction administration services for the 2027 Lake Riley Blvd Reconstruction Project.

BACKGROUND

As part of the overall Pavement Management Program (PMP), the city annually plans to rehabilitate a section or sections of public streets across the city. The 5-year Capital Improvement Plan (CIP) identifies the near-term streets to be rehabilitated. This 2027 project includes approximately 0.5 miles of city street for reconstruction.

Key dates and items relative to this project:

- On March 11, 2026, the Engineering Department released a Request for Proposals (RFP) for geotechnical services for the 27-01, 27-02, and 27-03 projects.
- On March 20, 2026, the Engineering Department released a Request for Proposals (RFP) for engineering design and construction services for the 27-02 project.
- On April 2, 2026, the Engineering Department received 2 proposals for geotechnical professional services related to the 27-01, 27-02, and 27-03 projects.
- On April 10, 2026, the Engineering Department received 5 proposals for engineering professional services related to the 27-02 project.
- On April 13, 2026, the City Council approved a Professional Services Agreement with Braun Intertec for geotechnical exploration and engineering services in association with the 27-01, 27-02, and 27-03 design contracts.

DISCUSSION

One of the early steps in the overall project development process for our street projects is to engage design consultants regarding the project and establish an agreement with a consultant to support city staff from a workload management perspective. Staff developed a Request for Proposals (RFP) and distributed it to seven (7) qualified consulting firms. Five (5) firms submitted proposals. Staff evaluated the proposals based on the requirements of the RFP, which established the following criteria:

- Completeness and overall quality of the Proposal, including demonstrating an understanding of the scope and process (35%)
- Experience and resources of the firm and personnel, including the ability to meet the project schedule (35%)
- Fee (30%)

Comprehensive scores were developed through the review process for each proposal, and a summary of the results of the evaluation are shown in the table below. The overall scoring spreadsheet has also been attached for reference.

Firm	Fee	Overall Score
Bolton & Menk	**$557,417.00**	**83.2%**
SEH	$498,600.00	82.8%
Houston Engineering	$617,676.00	80.7%
WSB	$552,320.00	78.6%
ISG	$412,860.00	75.0%

A cost of $557,417 represents 18.5% of the $3,014,000 project budget. The city will still need to issue a contract for construction materials testing but in conjunction with the $68,000 contract for geotechnical services (20.8% total) this is a reasonable percentage for engineering design and construction professional services for this project. This project is considerably more complex in comparison to the 27-01 project.

The overall schedule for the project is as follows:

Milestone Task	Date
Award Consultant Contract	April 27, 2026
Accept Feasibility Report; Call Public Hearing	September 14, 2026
Neighborhood Project Open House #1	September 16, 2026
Public Hearing regarding Feasibility; Order Project	September 28, 2026
Approve Plans and Specifications; Authorize Ad for Bid	January 25, 2027
Bid Opening	February 18, 2027
Call Assessment Hearing	March 8, 2027
Neighborhood Project Open House #2	March 10, 2027
Public Hearing regarding Assessments; Award Construction Contract	March 22, 2027
Start Construction	May 3, 2027
Substantial Completion	October 30, 2027
Final Completion & Begin 2-year warranty period	June 9, 2028

BUDGET

The overall project budget approved with the 2026-30 Capital Improvement Plan is shown in the table below, and the CIP budgetary sheet from FY 2026 has been attached for reference. The CIP sheet represents both the 27-01 and 27-02. The 27-02 project area (Lake Riley Blvd reconstruction) was split from the 27-01 project areas to insure all of the project areas can be constructed in 2028. Mapping has been attached that identifies the streets proposed to be rehabilitated and/or reconstructed with the 27-01 project.

Fund	Budget
PMP (Street)	$1,598,000
Surface Water	$1,000,000
Sanitary Sewer	$158,000
Watermain	$258,000
Total	**$3,014,000**

RECOMMENDATION

Staff recommends authorizing a contract with Bolton & Menk in a not-to-exceed amount of $557,417 for engineering design and construction administration services for the 2027 Lake Riley Blvd Reconstruction Project.

ATTACHMENTS

Resolution
Proposal Evaluation Summary for 27-02
27-01 and 27-02 Combined CIP Budget

5-Year CIP Map for Streets - 2026-2030
All Maps for 27-02 RFP
27-02 RFP with Exhibits
PROFESSIONAL SERVICES AGREEMENT for 27-02

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

DATE: April 27, 2026 RESOLUTION NO: 2026-XX

MOTION BY: _____ SECONDED BY: _____

A RESOLUTION AUTHORIZING ENTERING INTO A PROFESSIONAL SERVICES AGREEMENT WITH BOLTON & MENK FOR ENGINEERING DESIGN AND CONSTRUCTION SERVICES RELATED TO THE 2027 LAKE RILEY BLVD RECONSTRUCTION PROJECT NO. 27-02

WHEREAS, the City has a Pavement Management Program (PMP) that is supported by the 5-yr Capital Improvement Plan (CIP); and

WHEREAS, part of the PMP and CIP is to perform annual rehabilitation of various public streets and related infrastructure; and

WHEREAS, this pavement reconstruction project requires professional design services; and

WHEREAS, the City solicited proposals from multiple qualified design consulting firms; and

WHEREAS, multiple responsive proposals were received and evaluated by City Staff; and

WHEREAS, the fee proposed by the highest ranked proposal fits within the established project budget.

NOW, THEREFORE, BE IT RESOLVED that the Chanhassen City Council hereby authorizes entering into a Professional Services Agreement with Bolton & Menk for engineering design and construction services related to the 2027 Lake Riley Blvd Reconstruction Project No. 27-02.

Passed and adopted by the Chanhassen City Council this 27th day of April, 2026.

ATTEST:

Jenny Potter, City Clerk

Elise Ryan, Mayor

YES	NO	ABSENT

2027 Lake Riley Blvd Reconstruction Project (Project No. 27-02)	
Completeness	Completeness and quality of the proposal including a demonstrated understanding of the scope as it relates to the stated goals of the project and conformance with the RFP. This includes separation from other proposals by identifying specific items important to this City project. (35%)
Resources	Resources of firm and experience of key personnel identified to perform the scope of services and the firm's ability to meet the project schedule. This includes past performance on similar projects and experience on previous City of Chanhassen projects. (35%)
Fee	Cost to perform all items identified to be completed within the RFP. (30%)

Reviewer #1	Completeness & Quality of Proposal	Resources & Personnel		Total Cost	Fees	Overall Score
	35%	*35%*			*30.0%*	*100.0%*
SEH	29%	27%	$	**498,600.00**	24.8%	**80.8%**
Bolton & Menk	31%	33%	$	**557,417.00**	22.2%	**86.2%**
WSB	27%	29%	$	**552,320.00**	22.4%	**78.4%**
Houston	33%	31%	$	**617,676.00**	20.1%	**84.1%**
ISG	25%	25%	$	**412,860.00**	30.0%	**80.0%**

Reviewer #2	Completeness & Quality of Proposal	Resources & Personnel		Total Cost	Fees	Overall Score
SEH	32%	32%	$	**498,600.00**	24.8%	**88.8%**
Bolton & Menk	35%	33%	$	**557,417.00**	22.2%	**90.2%**
WSB	32%	32%	$	**552,320.00**	22.4%	**86.4%**
Houston	32%	32%	$	**617,676.00**	20.1%	**84.1%**
ISG	32%	32%	$	**412,860.00**	30.0%	**94.0%**

Reviewer #3	Completeness & Quality of Proposal	Resources & Personnel		Total Cost	Fees	Overall Score
SEH	30%	29%	$	**498,600.00**	24.8%	**83.8%**
Bolton & Menk	32%	31%	$	**557,417.00**	22.2%	**85.2%**
WSB	29%	30%	$	**552,320.00**	22.4%	**81.4%**
Houston	32%	28%	$	**617,676.00**	20.1%	**80.1%**
ISG	22%	23%	$	**412,860.00**	30.0%	**75.0%**

Reviewer #4	Completeness & Quality of Proposal	Resources & Personnel		Total Cost	Fees	Overall Score
SEH	27%	27%	$	**498,600.00**	24.8%	**78.8%**
Bolton & Menk	30%	25%	$	**557,417.00**	22.2%	**77.2%**
WSB	27%	30%	$	**552,320.00**	22.4%	**79.4%**
Houston	33%	30%	$	**617,676.00**	20.1%	**83.1%**
ISG	25%	25%	$	**412,860.00**	30.0%	**80.0%**

Reviewer #5	Completeness & Quality of Proposal	Resources & Personnel		Total Cost	Fees	Overall Score
SEH	32%	25%	$	**498,600.00**	24.8%	**81.8%**
Bolton & Menk	33%	22%	$	**557,417.00**	22.2%	**77.2%**
WSB	25%	20%	$	**552,320.00**	22.4%	**67.4%**
Houston	29%	23%	$	**617,676.00**	20.1%	**72.1%**
ISG	28%	20%	$	**412,860.00**	30.0%	**78.0%**

Average between all reviewers	Completeness & Quality of Proposal	Resources & Personnel		Total Cost	Fees	Overall Score
	35%	*35%*			*30.0%*	*100.0%*
SEH	30%	28%	$	**498,600.00**	24.8%	**82.8%**
Bolton & Menk	32%	29%	$	**557,417.00**	22.2%	**83.2%**
WSB	28%	28%	$	**552,320.00**	22.4%	**78.6%**
Houston	32%	29%	$	**617,676.00**	20.1%	**80.7%**
ISG	23%	22%	$	**412,860.00**	30.0%	**75.0%**

Notes:

Green = Received Proposal

Total cost for ISG was increased by $70,270 to compare all proposals fairly

Total cost for B&M was increased by $13,527 to compare all proposals fairly

Kimley-Horn and Stantec elected to not submit on this RFP

Streets - 2027 Street Improvements

This budget represents both 27-01 and 27-02

Overview

Request Owner	Charlie Howley, PW Director/City Engineer
Department	Annual Pvmnt Mgmt Contracted
Form Type	Capital Improvement
Request Type	Street Construction/Reconstruction
Project Number	ST-012-2027

Description

The 5-year Capital Pavement Management Plan identifies the planned streets for the next five years. The Plan is updated every fall to review priorities and needs, but generally intends to keep the overall condition index (OCI) average across all streets at 70 or higher.

The City uses a Pavement Management System in Cartegraph to monitor the condition of City streets. While proper preventative maintenance extends the life of the street and is cost-effective, a street will eventually deteriorate to a point that major maintenance is required. Rehabilitation projects exited the life of the street. In cases when utilities or poor subgrade needs to be replaced or where streets have deteriorated to a point where rehabilitation will no longer be practical, reconstruction of the street is necessary. A feasibility study is written to consider the merits of the project, scope of work, costs, and assessments.

The City has an Assessment Policy that identifies what and how much of the project is assessed to benefiting properties.

Details

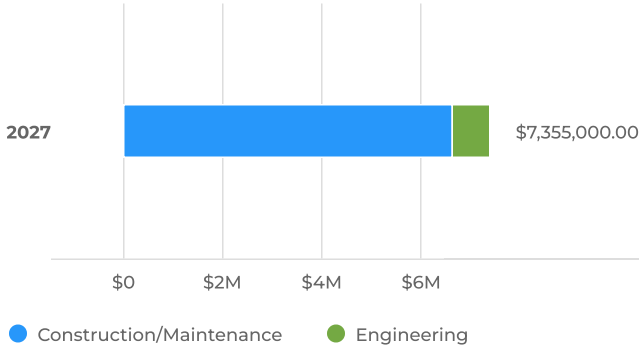
Type of Project	Resurface Current Road

Capital Cost

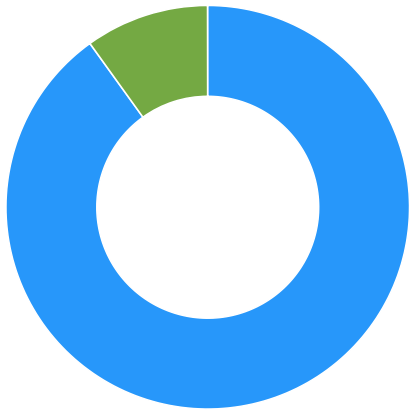
Total Budget (all years)
$7.355M

Project Total
$7.355M

Capital Cost by Year



Capital Cost for Budgeted Years



Construction/Maintenance (90%)	$6,625,000.
Engineering (10%)	$730,000.00
TOTAL	**$7,355,000.00**

Capital Cost Breakdown

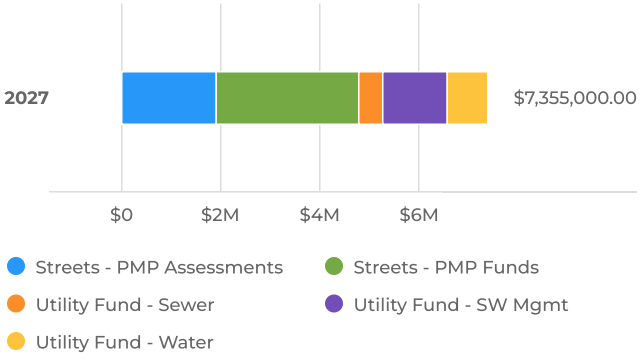
Capital Cost	FY2027	Total
Engineering	$730,000	$730,000
Construction/Maintenance	$6,625,000	$6,625,000
Total	**$7,355,000**	**$7,355,000**

Funding Sources

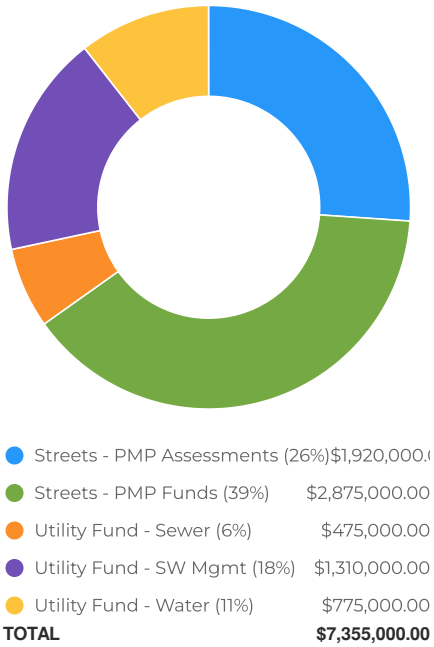
Total Budget (all years)
$7.355M

Project Total
$7.355M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2027	Total
Streets - PMP Funds	$2,875,000	$2,875,000
Streets - PMP Assessments	$1,920,000	$1,920,000
Utility Fund - Water	$775,000	$775,000
Utility Fund - Sewer	$475,000	$475,000
Utility Fund - SW Mgmt	$1,310,000	$1,310,000
Total	**$7,355,000**	**$7,355,000**

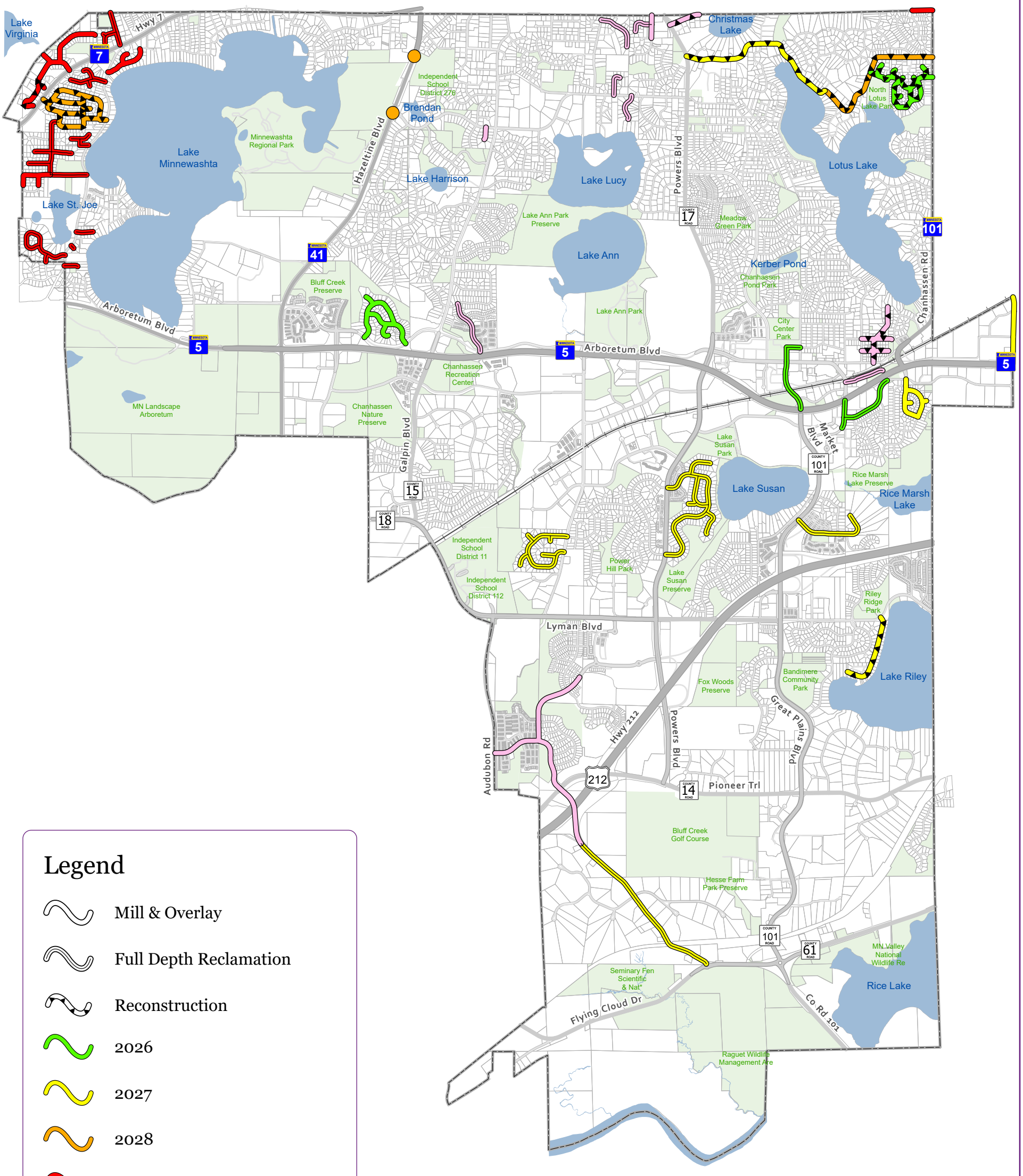
PMP Sum = $4,795,000

27-01 Budget:
PMP = $3,197,000
Surface Water = $310,000
Sanitary Sewer = $317,000
Water = $517,000
Total = $4,341,000

27-02 Budget:
PMP = $1,598,000
Surface Water = $1,000,000
Sanitary Sewer = $158,000
Water = $258,000
Total = $3,014,000

City of Chanhassen

5-Year CIP Pavement Management Plan (PMP) - Streets (2026-2030)



Legend

- Mill & Overlay
- Full Depth Reclamation
- Reconstruction
- 2026
- 2027
- 2028
- 2029
- 2030

N W E S

0 3,000 Feet

0 0.5 Mile

Created By: City of Chanhassen - Engineering Department
Date Created: 12/8/2025

Document Path: K:\Departments\Engineering\CIP\2026-2030\CIP_5Year_2026-2030.aprx

City of Chanhassen

27-02 Street Details: Lake Riley Blvd



Legend

Pavement Segment

N W E S

0 300 Feet

0 0.05 Mile

Created By: City of Chanhassen - Engineering Department
Date Created: 1/15/2026

Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

City of Chanhassen

27-02 Affected Water Features: Lake Riley Blvd



Created By: City of Chanhassen - Engineering Department
Date Created: 12/11/2025

Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

City of Chanhassen

27-02 Affected Sanitary Structures: Lake Riley Blvd



Created By: City of Chanhassen - Engineering Department
Date Created: 12/11/2025

Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

City of Chanhassen

27-02 Affected Storm Features: Lake Riley Blvd



Created By: City of Chanhassen - Engineering Department
Date Created: 12/11/2025

Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.mxd

Request for Proposals
2027 Lake Riley Blvd Reconstruction Project
City Project N. 27-02

Distribution Date: March 20, 2026

I. INTRODUCTION

The City of Chanhassen is issuing this Request for Proposals (RFP) for design and construction phase professional services of approximately 0.5 miles of city street reconstruction. In general, this project includes: public engagement, preliminary engineering, feasibility study preparation, surveying, streetview video creation, preliminary and final design, permitting, preparation of contract documents, right-of-way acquisition assistance (if needed), construction materials testing RFP preparation assistance, bid administration, construction administration, construction inspection and staking, warranty assistance, as-built drawings preparation, and project closeout.

A. RFP Content. This RFP contains the following sections:

I. Introduction

II. Project Information

III. Proposal Requirements

B. Addenda/Clarifications. Any changes to this RFP will be made by written addendum. Verbal modification will not be binding.

C. Pre-Contractual Expenses. The city will not be responsible for any pre-contractual expenses. Pre-contractual expenses are defined as expenses incurred by the Consultant in:

1. Preparing its proposal in response to this RFP;
2. Submitting that proposal to the City;
3. Negotiating with the City any matter related to this RFP; or
4. Any other expenses incurred by the Consultant prior to the date of execution of the Professional Services Agreement.

D. Contract Award.

1. Consultant shall be required to enter into the City's standard Professional Services Agreement (attached for reference).

2. Issuance of this RFP and receipt of proposals does not commit the City to award a contract. The City reserves the right to postpone opening for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than the selected Consultant should negotiations with the selected consultant be

put on hold or terminated, to negotiate with more than one Consultant simultaneously, or to cancel all or part of this RFP.

E. Contact Person. The Consultant's contact for specific questions regarding information in this RFP is:

George Bender, PE
Assistant City Engineer
City of Chanhassen
7700 Market Boulevard
Chanhassen, MN 55317
(952) 227-1164
gbender@chanhassenmn.gov

II. PROJECT INFORMATION

A. Project Area and Identified Improvements.

Approximately 0.5 miles of roadway is proposed to be reconstructed within this residential area within Chanhassen. The area proposed for improvements is shown in the attached Figures.

- There are existing lake homes along Lake Riley Blvd that County records indicate were constructed in 1950. Historical aerial imagery indicates the original gravel road was constructed between 1945 and 1957. County records also indicate each property was created via a Torres survey. The earliest record drawings the city has regarding Lake Riley Blvd are from 1977. The sanitary sewer system and lift stations were originally constructed at this time. The watermain utility was added in 1993 and this project included the last major street rehabilitation. The street was seal-coated in 2005. There are ~0.47 miles of total public street length within the neighborhood which has initially been programmed to be fully reconstructed. This technique will need to be analyzed and verified by the consultant as the correct approach.
- Deerfoot Trail is a private street although the utilities are publicly owned.

In general, the consultant shall investigate the street segments as part of the preliminary engineering scope prior to making a recommendation to the City. All project areas including individual street segments need to be evaluated with anticipated improvements to include:

- mill and overlay or full depth reclamation (if alternately recommended),
- spot soil corrections (if needed along all individual segments),
- spot curb and gutter replacement in rehabilitation areas,
- full reconstruction if needed due to soil correction or drainage needs,
- new curb and gutter with drain tile plus aggregate layers in reconstruction areas,
- trail and sidewalk improvements,
- ADA improvements,
- signage and pavement markings,
- stormwater management spot repairs in rehabilitation areas,

- complete stormwater and drainage design to current standards and permit requirements
- sanitary sewer reconstruction and spot repairs, and,
- watermain reconstruction and spot repairs.

The design will need to be in conformance with the City's most recently published or updated Standard Specifications and Detail Plates. The City will be conducting a geotechnical assessment to aid in the analysis of pavement and drainage improvements throughout the project areas and the consultant will be provided the geotechnical report to incorporate with the feasibility study and subsequent design. The draft geotechnical report is expected to be available prior to the 4th of July. The design consultant shall make rehabilitation recommendations from pavement specialists on their team.

The $3,014,000 overall project budget will be funded by the city's Pavement Management Program Fund ($1,598,000) and Utility Enterprise Funds (Sanitary $158,000, Water $258,000, and Surface Water $1,000,000). The PMP Fund receives revenue from the property tax levy, franchise fees and special assessments. Per the City's current (revised in 2025) Assessment Policy, the City now assesses residential properties based on a flat rate set within the City's annual Fee Schedule. The preliminary and final assessment rolls will be based on the current Assessment Policy. The consultant will also be required to calculate assessment amounts based on the previous assessment policy which indicated forty percent (40%) of the eligible street costs were proposed to be assessed to the benefiting property owners. This is for comparison purposes between the policy revisions. The City's current Assessment Policy can be viewed on the City's website. It was updated on May 5, 2025. The prior policy can be provided upon request. As part of the scope, the Consultant will understand the City's assessment policy methodology, prepare draft and final assessment rolls, follow the MS 429 assessment process, and respond to concerns raised on an as-needed basis. All cost estimates, bid tabulations and contractor pay applications shall be broken down by source of funding (PMP, Sanitary, Water, and Surface Water).

If any of the project areas or work affect adjacent municipality's, County, or State rights-of-way; the consultant will include any necessary coordination and permitting in their scope. The City will reimburse the consultant for any permitting fees but the consultant should identify any expected fees in their proposal.

There is typically a mix of watermain pipe sizes and materials within the project areas' rights-of-way and public easements. The Consultant shall specify an approach in the proposal to determine if any watermain and/or components should be replaced or improved. The city would prefer not to use the open cut method for replacing any significant lengths of water main in a rehabilitation (i.e. M&O and FDR) area that would not dictate a spot repair. City staff will provide background to help determine if existing bolting, gate valves, curb stops or hydrants need to be replaced. City specification did not begin to require stainless steel bolting on gate valves until ~2003. Hence, it is anticipated the majority of the bolting associated with water valves will require replacement. Consultant staff is also expected to review the existing valving and hydrant locations and make recommendations for adding assets. Curb stops and hydrants will be replaced on an as needed basis. The design consultant shall make rehabilitation recommendations from utility specialists on their team and plan to visit the site to verify recommendations as necessary in conjunction with tree removals and other landscaping impacts.

The City has a policy for replacing any existing cast iron pipe currently in use. The consultant will be required to prepare a complete utility design in any project area being reconstructed including plan and profile views. Cast iron watermain is not expected to be identified within the scoped project areas. If it happens to be identified though then an analysis will need to be completed with respect to rehabilitating or replacing the watermain.

The sanitary sewer within this area is minimal and consists of eight-inch (8") PVC pipe. The City will have the sanitary sewers televised. This information is expected to be available prior to the 4th of July. Generally speaking, the existing sanitary sewer is anticipated to be in adequate condition, however the mains and structures within the project area are to be assessed by the consultant for rehabilitation as needed. The consultant will be provided the videos and inspection reports. The consultant will be expected to review the televising information in detail and subsequently make recommendations by utility specialists on their team to be incorporated in the feasibly study and subsequent design. Additionally, consulting staff with the assistance of city staff will evaluate the sanitary sewer structures for any necessary updates and repairs. Any identified improvements shall be incorporated in the feasibility study and subsequent design. The consultant will be required to prepare utility design in plan and profile views if needed. Upon request, the City can provide access to our GIS system and as-builts to help with comprehension and proposal scoping.

The City will televise the storm sewer infrastructure within the project areas. Based on preliminary information, the storm sewer system is generally not expected to be in adequate condition. The City will provide the selected consultant with video footage and inspection reports for review. This information is expected to be available prior to July 4, 2026. Using this information, the consultant's utility specialists shall evaluate the condition of the existing storm sewer system and provide recommendations to be incorporated into the feasibility study and subsequent design.

City staff will also assess storm sewer structures within the project area to identify any repairs or upgrades that may be required, such as the installation of sump manholes. Any improvements identified by City staff will be communicated to the consultant and must be incorporated into the feasibility study and design.

The Lake Riley Boulevard neighborhood currently contains very limited stormwater infrastructure. As part of the roadway reconstruction project, a comprehensive reconstruction of the stormwater utility system is anticipated to bring the area into compliance with current City standards.

The project area is bordered on the southwest by private streets in the Deerfoot Trail neighborhood and associated private stormwater infrastructure. As a result, the consultant will be expected to review and assess connections between the private systems and the public stormwater network. The design must clearly define the point of connection and establish a clear division of ownership and maintenance responsibility between the private infrastructure and the public stormwater system.

Right-of-way constraints and limited space for stormwater management practices exist throughout the project corridor. Because of these limitations, the consultant may need to evaluate and incorporate a variety of approaches to meet water quality and abstraction requirements. Any proposed stormwater management features must ultimately be designed in a manner that allows the City to own, operate, and maintain them. There may also be an opportunity to rehabilitate an existing stormwater pond within the project area to provide additional water quality treatment, and the consultant should evaluate this option as part of the overall stormwater strategy.

Within the Lake Riley Boulevard reconstruction area, the existing storm sewer network and surface water best management practices (BMPs) are minimal and known drainage issues exist within the neighborhood. Addressing these drainage concerns will be a critical component of the project design as well as solving for the existing driveways abutting the street and managing public stormwater. The consultant will be responsible for developing storm sewer, drainage, and erosion control designs that comply with City Code and applicable watershed district regulations.

The project will likely trigger stormwater management requirements from the Riley Purgatory Bluff Creek Watershed District, particularly if reconstruction of the intersection of Great Plains Boulevard and Lake Drive East is included in the project scope. These requirements may include, but are not limited to, volume abstraction, Total Suspended Solids (TSS) removal, Total Phosphorus (TP) removal, and discharge rate analysis. As necessary, the consultant will be responsible for developing stormwater treatment strategies and incorporating them into the feasibility study and final design.

Close coordination with the watershed district will be essential throughout the project. The consultant should anticipate attending at least two meetings with the watershed district to support stormwater planning through the final design phase. In addition, a preliminary permit application to the watershed district will be required by the 60 percent design submittal stage.

The consultant will also be expected to evaluate and address existing stormwater management concerns in areas adjacent to or impacted by the project corridor. Site visits will be necessary to verify existing conditions and to support the development of accurate and practical design recommendations. The City will provide any available HydroCAD models; however, these models only include pond routing and do not incorporate storm sewer piping. The City does not guarantee the completeness or accuracy of the provided models.

The consultant shall review current requirements under the National Pollutant Discharge Elimination System (NPDES) Construction Stormwater Permit and applicable watershed district rules. The consultant will determine whether the project exceeds regulatory thresholds and incorporate the required stormwater management improvements into the project design. The consultant shall also prepare a Stormwater Pollution Prevention Plan (SWPPP) if required for the project.

B. Required Project Scope. The objective is to provide a project that is both technically and economically feasible. This project scope in general shall provide the following but also include any effort deemed necessary to produce a completed project:

1. Project Management.
2. Design.
    a) Coordinate and perform initial site visits of each project area with City Public Works staff. Go through the entire project in the field with the city to obtain information staff is aware of up front. Consultant shall document each concern raised throughout the visits and submit a summary within one week of the field visit. A spreadsheet of these items shall be created for tracking purposes to assure the design addresses each concern. The Consultant is required to bring along and locate via a GPS survey device all curb and gutter and other removals identified in the initial field visit to utilize as a starting point for the necessary design work. The consultant will also detail additional curb removals as needed during the design process to provide a logical end product.
    b) Preparation of a feasibility report to meet Minnesota State Statutes Chapter 429 requirements.
    c) Provide a 360-degree video along each street in all project areas. The timing of the data acquisition shall either be prior to design or immediately prior to construction and it shall be on a bright day with the sun near mid-day as to avoid unnecessary shadowing. Notice shall be given to the city ahead of the gathering the data to facilitate communications and street sweeping if necessary. The overall quality of the video delivered shall be detailed enough to help avert construction claims that are brought forth. For example, the imagery shall pick up the cracking within existing curbing and driveways. The information shall be gathered close enough to the curb line and at a slow enough rate to gather high quality, useable data. The ability to pause, rotate, and easily zoom into the imagery shall be a component of the delivered product. The overall functionality and quality shall be equal to or better than 'Google Streetview'.
    d) Other site visits shall occur as needed during design to review and identify improvements such as utility repair recommendations, stormwater treatment options, curb replacement, tree and landscaping impacts, private utility conflicts, sidewalk and trail improvements, and other specific restoration needs (driveway pavements, type of turf, irrigation, etc.). The consultant shall plan to coordinate directly with properties impacted by tree removals towards the end of the design process and at the second open house in addition to ahead of physical removal. No tree removal shall come as a surprise to a property owner and the consultant shall strive for this to be a prioritized communication task. The consultant shall track all tree replacement needs via an up-to-date and on-line spreadsheet that can be accessed by the construction team and City staff.
    e) Meetings as needed with property owners to discuss property impacts such as tree removals, landscaping impacts, or stormwater BMP installations.
    f) Meetings and coordination with the RPBCWD team as needed to facilitate the stormwater design and secure applicable permits. The consultant shall include in their scope as many meetings as necessary to secure permitting from the

watershed district in a timing manner ahead of construction. The consultant shall plan to meet with the watershed district regularly during design to facilitate this task.

g) Preparation of preliminary and final construction plans and documents in conformance with the City's most recent standard specifications and detail plates as well as the City's Crosswalk Policy and other communicated design standards.

    1. Review and incorporate available information from the existing as-builts into the plans in lieu of solely relying upon GIS.
    2. Subsurface utility quality level C shall be required as well as specific private utility relocation plan sheets. City staff can not stress the importance enough in relation to private utility coordination and getting ahead of relocation requests. The consultant shall strive to get ahead of all communication and design needs to facilitate early coordinate with private utility companies and relocation efforts ahead of the Contractor being on-site.
    3. Factor scheduling associated with tree removals for requirements associated with Northern Long-Eared Bats and other protected species.
    4. Provide draft construction plans at approximately 30%, 60%, 90% and 100% and other review items such as SEQs, OPCC, preliminary and final assessment rolls, etc., to the city utilizing Bluebeam Studio. Responses to all City staff comments provided with review sets shall be addressed with the subsequent update. Consultant shall document their internal QA/QC process prior to review submissions. The plan sheet scale shall be set for all sheets within each Bluebeam session.
    5. Construction plan sheets shall have logical match lines within project areas and be grouped by assessable area to facilitate ease of use for Contractors and field personnel.

h) Prepare, submit, and obtain all necessary permits in association with the project. The City will be responsible for any costs associated with submission of permits. These costs should be identified and estimated in the proposal but do not need to be included in the Consultant's final cost.

i) Identify areas where right-of-way or easements are required and provide acquisition services, including; parcel exhibits and legal descriptions, obtaining title commitments, right-of-way/easement staking, and property appraisals and reviews. The City Attorney will provide legal documents such as deeds, easements, consents, disclaimers, etc., as required and will also review title work and ensure that all interested parties are defined and listed prior to the consultant meeting with the landowner. City staff will help facilitate and participate in discussions with the landowner. The City will ultimately process all documents that require recording through the City Attorney's office. Any eminent domain tasks will be provided by the City Attorney, as needed.

j) Preparation of preliminary and final assessment rolls.

k) Public engagement support. The level of public engagement during design is to be outlined by the consultant in the work plan of their proposal with any value-added costs identified in the fee spreadsheet. At a minimum, plan for two (2) public open houses and exhibit preparation, routine project webpage updates during design (hosted on the city's website), and preparation of a mailed resident survey(s) that asks for input around both project wide improvements and property specific impacts. A summarization of all resident input submitted via email, comment cards, resident survey, and other means shall be prepared by the consultant and used as a tracking mechanism during design. The consultant shall follow-up on all individual survey responses as needed. A communication summary shall be coordinated and drafted by the consultant after each open house to add to the City Council agenda item.

3. Bidding.

a) Bidding services shall include coordination regarding the advertisement for bid, posting electronic bid documents, answering bidder's questions, maintaining a bid holder's list, attending a bid opening at City Hall, tabulating bids and breaking bids down by funding source, analysis, and providing a recommendation. Online bidding will be acceptable, however it is expected that the consultant host the virtual bid opening from City Hall.

4. Design Surveying.

a) GIS data will be provided to the Consultant to use as a starting point for a basemap for the design in any proposed rehabilitation (M&O or FDR) areas. Available as-built information will also be provided to the consultant by the City. The Consultant shall obtain supplemental field surveying at select areas of the project as needed in a rehabilitation area and as determined to be necessary during the design phase. Specific data may include tree locations and size for impacted trees, ADA compliance, private utility locations (consultant shall obtain small utility mapping), structure rim and invert elevations, drainage and grade refinements, EOF's, finished floor elevations, and locating existing right of way and/or easements within the project area. An accurate basemap in CAD format (.dwg) is required to be developed by the consultant that includes updates based on as-built review and field survey information. The Consultant is cautioned not to expect to strictly rely upon GIS information as it is deemed conceptual by City staff and known to have errors. The Consultant shall include an allowance of $50,000 for the cost of field design surveying as needed per the level of effort associated with the rehabilitation design.

b) The Consultant shall provide a cost in their proposal for a complete design survey in any reconstruction area. All of the necessary information within the existing right-of-way and easements for the subsequent design shall be gathered. This shall include property corners, topographic data, tree locations and sizes, landscaping, all existing public and private utilities, retaining walls, and other property features as needed. Coordination with the County Surveyor as necessary shall be included in the scope.

5. Meetings. It is anticipated the Consultant shall include time to prepare agenda and minutes, handouts, exhibits, and have key staff attend in person for:

    a) Three (3) City Council meetings at City Hall. Consultant shall provide information as needed to facilitate preparation of staff reports and Powerpoint presentations for the City Council agenda.

    b) Two (2) neighborhood informational meetings for the entire project area.

    c) Two (2) coordination meetings with the watershed districts to confirm design requirements and resolve comments to secure construction permits.

    d) Staff meetings for design coordination as necessary and as desired by the consultant to facilitate a quality and complete design. These meetings shall typically be held at City Hall but can be held virtually if needed. Routine design meetings should be assumed to take 2+ hours per meeting to coordinate various design details. The consultant shall describe in detail their plan for design and coordination meetings to facilitate a quality product.

    e) Individual property owner meetings held on-site as needed during design for ROW and easement acquisition, tree removals, BMP placements, and other coordination items to communicate effectively with the residents. Assume ten (10) meetings for this proposal. Note: Individual property owner meetings during construction are expected to be incorporated into the Construction Administration time.

    f) Preconstruction meeting to be held at Public Works.

    g) Weekly meetings during construction. Assume eighteen (18) meetings for this proposal. Note: The construction administrator and the inspector shall both attend these meetings.

6. Construction Surveying.

    a) Consultant shall include an allowance of $30,000 to cover the cost of construction staking as the level of effort cannot be determined at this time. If the consultant does not feel this amount will be sufficient to cover construction staking it should be noted in the proposal and the estimated amount can be discussed and the agreed upon amount can be included in the contract.

7. Construction Administration and Inspection.

    a) Construction administration services will be required including owner and contractor coordination, submittal review, answering design questions and responding to RFI's, preparation and review of pay requests by funding category, construction coordination with residents, preparation of weekly project updates, attending weekly meetings including preparation of meeting minutes, monitoring and review of NPDES permit documentation, other permit coordination, negotiating and processing change orders, Spring work the following season, final closeout, and warranty coordination. The consultant shall request submittal review assistance as needed and distribute all approved submittals to the City during construction. The consultant shall maintain and distribute conformed contract documents after the bidding process and throughout construction as major plan updates occur. If the project is utilizing

any Municipal State-Aid funding, the Consultant shall prepare and submit State-aid payment requests periodically on behalf of the city. The construction administration time including is task 7a shall be in addition to time allocated in tasks 7b (construction inspection) and 8 (project close-out) in this RFP.

b) Construction inspection services shall include time on-site to monitor the construction, perform utility coordination, coordinate with residents as necessary, track quantities, attend weekly coordination meetings, coordinate with the City's staff as needed, prepare daily reports, monitor all BMPs associated with the SWPPP and document compliance, and generally work with the Contractor. The inspector shall document and track all private utility interruptions and hits caused by the project via an up-to-date spreadsheet that can be accessed by City staff. The Consultant should include an allowance of 1000 hours of inspection time in 2027 in their proposal for the primary inspector. An allowance of an additional 100 inspection hours shall be reserved for the following Spring to follow-up on punch list items, wear course paving (if necessary), restoration, and closing-out the project. The consultant shall also perform inspections as needed through the warranty period in addition to coordinating with the contractor to ensure items are adequately communicated and repairs are completed. An allowance of an additional 50 hours shall be reserved for warranty period efforts. The primary inspector shall be certified through MnDOT certification classes including ADA certification in addition to the Erosion and Stormwater Management program through the University of Minnesota. This certification information should be indicated on the proposed inspector's resume included within the proposal as part of the key personnel. The primary project inspector shall have a minimum of five (5) full years of construction experience. Completed daily reports for the past month shall be submitted with each contractor pay application or consultant monthly invoice.

c) The consultant shall factor adjusted billing rates into the proposal for any necessary rate increases for construction time expended throughout the contract. The billing rates for all construction staff will not be allowed to be adjusted during the project because it would reduce the allotted amount of hours planned to complete the work. This is not intended to apply to design staff for work between Fall 2026 and Winter 2027 prior to the project being awarded by the City Council to a contractor.

d) The city will contract separately for geotechnical support and materials testing during construction, however the consultant will coordinate and review all testing with the selected geotechnical firm during construction. The Consultant will provide testing quantity information based to the city based on the design as part of their scope for inclusion in the material testing RFP.

8. Preparation of as-built drawings and project closeout.

a) Draft as-builts shall be completed and submitted to the city after the project is substantially complete and within the winter season following construction. The as-built requirements shall comply with section 9.19 of the City's General Conditions.

b) Provide completed MnDOT ADA Compliance Checklists with the final as-builts.

c) The consultant shall coordinate all final documentation required to close out the construction contract.

d) Final as-built information and all other final documentation shall be provided no later than 45 days after the final construction pay request has been approved.

e) Time within task 8 shall be calculated separate from time included within Task 7b.

C. Project Goals. The goals of the project are as follows, in no particular order of importance. These goals support the City's Strategic Priorities.

1. Develop an appropriate pavement rehabilitation technique that meets design budget. (Financial Sustainability and Asset Management)

2. Incorporate appropriate improvements to public utilities and systems in the vicinity of the project by leveraging the opportunity of the street rehabilitation. (Asset Management)

3. Implement a project schedule that leverages an advantageous bidding climate. (Financial Sustainability)

4. Preparation of contract documents to a level of detail that meets City standards, minimizes cost and schedule risk exposure to the City, and clearly addresses impacts to private property. (Financial Sustainability, Asset Management and Operational Excellence)

5. Proactive communication with impacted residents and property owners. (Communication and Operational Excellence)

6. Develop trust between City and Consultant; and between City and Residents. (Communication and Operational Excellence)

D. Project Schedule. The following is the estimated project schedule:

Distribute RFP	March 20, 2026
Proposal Submissions	April 10, 2026
Award Consultant Contract at City Council	April 27, 2026
Accept Feasibility Report; Call Public Hearing	September 14, 2026
Neighborhood Project Open House	September 16, 2026
Public Hearing on Feasibility; Order Project	September 28, 2026
Approve Plans & Specifications, Authorize Ad	January 25, 2027
Bid Opening	February 18, 2027
Call Assessment Hearing	March 8, 2027
Neighborhood Meeting	March 10, 2027
Assessment Hearing; Award Contract	March 22, 2027

Start Construction	May 3, 2027
Substantial Construction Complete	September 25, 2027
Final Completion	June 9, 2028

III. PROPOSAL

A. Delivery of Proposals

All proposals must be emailed to Assistant City Engineer George Bender at: gbender@chanhassenmn.gov

All proposals must be received no later than 4:00 p.m. (central time) on Friday, April 10, 2026. Late proposals will not be considered.

B. Proposal shall include at a minimum, the following:

1. Identification of the offering firm, including name, address and telephone number.
2. Acknowledgement of receipt of RFP addenda, if any.
3. Name, title, address, email address and telephone numbers of contact person during period of proposal evaluation.
4. Identify key team members and areas of responsibility, include resumes.
5. A brief, concise work plan that demonstrates the Consultant's understanding of the project and what needs to be done to successfully complete the scope of work, including overall project schedule. Special consideration will be giving for innovative public engagement during both design and construction phases.
6. A detailed not-to-exceed cost breakdown, in spreadsheet format, for performing the work including time and hourly rates for each named team member, permit fees, materials, equipment, and subcontractors required, if any. Costs shall be broken out into areas as indicated in Section II, Paragraph B. The estimate shall clearly identify any proposed alternates and reimbursable expenses as well as any deviations from the requirements of this RFP.
7. Other services outside the scope of this proposal that the firm feels may be needed, if any. The Consultant may also may propose cost-savings items or deviations from the requirements of the RFP which may be considered an advantage to the City. Any modifications or deviations shall be noted separately in the proposal and not part of the overall not-to-exceed fee.
8. Any exceptions to the requirements in this RFP, including the language in the contractual terms, must be included in the proposal. If the Consultant proposes any changes to the scope of work or requirements detailed within the RFP, include a description, reason for the change and added/deducted engineering costs. Segregate all exceptions as a separate element of the proposal under the heading "Exceptions and Deviations".

C. Proposal Evaluation

Proposals will be evaluated based on the following criteria:

1. Completeness and quality of the proposal including a demonstrated understanding of the scope as it relates to the stated goals of the project and conformance with the RFP. (35%)

2. Resources of firm and experience of key personnel identified in the proposal to perform the complete scope of services and the firm's ability to meet the project schedule. Proposed personnel and their availability shall be clear within the proposal. Experience includes past performance on similar projects and experience on previous City of Chanhassen projects. (35%)

   Please note when the City evaluates the personnel proposed to be utilized on the project it becomes assumed these personnel will be available to work on the project based on the availability identified in the proposal. If project personnel needs to be modified by the selected consultant – the City reserves the right to approve the proposed changes. The consultant shall communicate the need for the requested modification and explain any effects on the project for City consideration and approval.

3. Fee. (30%)

   Interviews are not anticipated to be utilized as part of proposal evaluation process but the City reserves the right to interview firms to make a determination regarding the final selection.

City of Chanhassen

27-02 Street Details: Lake Riley Blvd



Legend

Pavement Segment

N W E S

0 300 Feet

0 0.05 Mile

Created By: City of Chanhassen - Engineering Department
Date Created: 1/15/2026

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City of Chanhassen

27-02 Affected Water Features: Lake Riley Blvd



Created By: City of Chanhassen - Engineering Department
Date Created: 12/11/2025

Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

City of Chanhassen

27-02 Affected Sanitary Structures: Lake Riley Blvd



Created By: City of Chanhassen - Engineering Department
Date Created: 12/11/2025

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City of Chanhassen

27-02 Affected Storm Features: Lake Riley Blvd



Created By: City of Chanhassen - Engineering Department
Date Created: 12/11/2025

Document Path: K:\Departments\Engineering\Projects\27-01\27-01 City Pavement Rehab.aprx

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this _____ day of _____, 20__, by and between the **CITY OF CHANHASSEN,** a Minnesota municipal corporation ("City") and _____ "Consultant").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Consultant for_____.

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Professional Services Agreement;

B. Request for quote – _____ dated _____, 20___;

C. Insurance Certificate;

D. Consultant's _____, 20___ proposal for_____ ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "D" having the last priority.

3. COMPENSATION. Consultant shall be paid by the City for the services described in the Proposal a not to exceed fee of _____ Dollars ($_____, inclusive of expenses. Services performed directly by Consultant shall be paid at an hourly rate in accordance with the Proposal, subject to the not to exceed fee. The not to exceed fees and expenses shall not be adjusted if the estimated hours to perform a task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall bill the City as the work progresses. Payment shall be made by the City within thirty-five (35) days of receipt of an invoice.

4. DOCUMENT OWNERSHIP. All reports, plans, models, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

7. STANDARD OF CARE. Consultant 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 consultant under similar circumstances. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Consultant's services.

8. INDEMNIFICATION. Consultant shall indemnify and hold harmless the City, its officers, 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 services provided for herein and further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising hereunder.

9. INSURANCE. Consultant shall secure and maintain such insurance as will protect Consultant from claims under the Worker's Compensation Acts, automobile liability, and from claims for bodily injury, death, or property damage which may arise from the performance of services under this Agreement. Such insurance shall be written for amounts not less than:

Commercial General Liability	$2,000,000 each occurrence/aggregate
Automobile Liability	$2,000,000 combined single limit
Professional Liability	$2,000,000 each occurrence/aggregate

The City shall be named as an additional insured on the general liability policy on a primary and non-contributory basis. Before commencing work, the Consultant shall provide the City a certificate of insurance evidencing the required insurance coverage in a form acceptable to City.

10. INDEPENDENT CONTRACTOR. The City hereby retains Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner agents or employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers 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.

11. SUBCONTRACTORS. Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Consultant shall comply with Minnesota Statutes § 471.425. Consultant must pay subcontractors for all undisputed services provided by subcontractors within ten (10) days of Consultant's receipt of payment from City. Consultant must pay interest of one and five-tenths percent (1.5%) per month or any part of a month to subcontractors on any undisputed amount not paid on time to subcontractors. The minimum monthly interest penalty payment for an unpaid balance of One Hundred Dollars ($100.00) or more is Ten Dollars ($10.00).

12. CONTROLLING LAW/VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Carver County Minnesota.

13. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Consultant 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 Consultant pursuant to this Agreement. Consultant 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 Consultant receives a request to release data, Consultant must immediately notify City. City will give Consultant instructions concerning the release of the data to the requesting party before the data is released. Consultant agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Consultant'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. COPYRIGHT. Consultant shall defend actions or claims charging infringement of any copyright or software license by reason of the use or adoption of any software, designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting therefrom.

15. PATENTED DEVICES, MATERIALS AND PROCESSES. If the Contract requires, or the Consultant desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Consultant shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the City. If no such agreement is made or filed as noted, the Consultant shall indemnify and hold harmless the City from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under the Contract, and shall indemnify and defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

16. RECORDS. Consultant shall maintain complete and accurate records of hours worked and expenses involved in the performance of services.

17. ASSIGNMENT. Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

18. WAIVER. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

19. 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.

20. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Consultant. In the event of termination, the City shall be obligated to the Consultant for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination.

Dated: _____, 20__. **CITY OF CHANHASSEN**

BY: _____
Elise Ryan, Mayor

BY: _____
Laurie Hokkanen, City Manager

Dated: _____, 20__. _____

BY: _____
_____
Its _____

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this 27th day of April, 2026, by and between the **CITY OF CHANHASSEN,** a Minnesota municipal corporation ("City") and **BOLTON & MENK Inc.** "Consultant").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Consultant for engineering design and construction phase professional services for the 2027 Lake Riley Blvd Reconstruction Project, City Project No. 27-02.

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Professional Services Agreement;

B. Request for Proposal – 2027 Lake Riley Blvd Reconstruction Project dated March 20, 2026;

C. Insurance Certificate;

D. Consultant's April 10, 2026 proposal for 2027 Lake Riley Blvd Reconstruction Project ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "D" having the last priority.

3. COMPENSATION. Consultant shall be paid by the City for the services described in the Proposal a not to exceed fee of five hundred fifty-seven thousand four hundred seventeen Dollars ($557,417.00), inclusive of expenses. Services performed directly by Consultant shall be paid at an hourly rate in accordance with the Proposal, subject to the not to exceed fee. The not to exceed fees and expenses shall not be adjusted if the estimated hours to perform a task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall bill the City as the work progresses. Payment shall be made by the City within thirty-five (35) days of receipt of an invoice.

4. DOCUMENT OWNERSHIP. All reports, plans, models, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

7. STANDARD OF CARE. Consultant 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 consultant under similar circumstances. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Consultant's services.

8. INDEMNIFICATION. Consultant shall indemnify and hold harmless the City, its officers, 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 services provided for herein and further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising hereunder.

9. INSURANCE. Consultant shall secure and maintain such insurance as will protect Consultant from claims under the Worker's Compensation Acts, automobile liability, and from claims for bodily injury, death, or property damage which may arise from the performance of services under this Agreement. Such insurance shall be written for amounts not less than:

Commercial General Liability	$2,000,000 each occurrence/aggregate
Automobile Liability	$2,000,000 combined single limit
Professional Liability	$2,000,000 each occurrence/aggregate

The City shall be named as an additional insured on the general liability policy on a primary and non-contributory basis. Before commencing work, the Consultant shall provide the City a certificate of insurance evidencing the required insurance coverage in a form acceptable to City.

10. INDEPENDENT CONTRACTOR. The City hereby retains Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner agents or employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers 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.

11. SUBCONTRACTORS. Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Consultant shall comply with Minnesota Statutes § 471.425. Consultant must pay subcontractors for all undisputed services provided by subcontractors within ten (10) days of Consultant's receipt of payment from City. Consultant must pay interest of one and five-tenths percent (1.5%) per month or any part of a month to subcontractors on any undisputed amount not paid on time to subcontractors. The minimum monthly interest penalty payment for an unpaid balance of One Hundred Dollars ($100.00) or more is Ten Dollars ($10.00).

12. CONTROLLING LAW/VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Carver County Minnesota.

13. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Consultant 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 Consultant pursuant to this Agreement. Consultant 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 Consultant receives a request to release data, Consultant must immediately notify City. City will give Consultant instructions concerning the release of the data to the requesting party before the data is released. Consultant agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Consultant'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.

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defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

16. RECORDS. Consultant shall maintain complete and accurate records of hours worked and expenses involved in the performance of services.

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20. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Consultant. In the event of termination, the City shall be obligated to the Consultant for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination.

Dated: _____

CITY OF CHANHASSEN

BY: _____
Elise Ryan, Mayor

BY: _____
Laurie Hokkanen, City Manager

Dated: _____

_____

BY: _____
_____
Its _____

City Council Item

April 27, 2026

Item	Resolution 2026-XX: Authorize Submission for Carver County Community Development Agency Community Growth Partnership Initiative (CGPI) Redevelopment Assistance Grant Application	
File No.		**Item No:** D.20
Agenda Section	**CONSENT AGENDA**	
Prepared By	Sam DiMaggio, Economic Development Manager	
Reviewed By		

SUGGESTED ACTION

"The Chanhassen City Council adopts the Resolution Authorizing Submission for Carver County Community Development Agency Community Growth Partnership Initiative (CGPI) Redevelopment Grant Application."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Financial Sustainability

SUMMARY

City staff identified the Carver County Community Development Agency (CDA) Community Growth Partnership Initiative (CGPI) Community Development Redevelopment Grant as a potential funding source to help offset eligible redevelopment costs associated with proposed reinvestment and tenant-focused improvements at the West One Building in downtown Chanhassen.

BACKGROUND

The Hansen family, owners of the West One Building (7900 Kerber Blvd) located in downtown Chanhassen, has approached the city regarding their planned redevelopment of the property. Following recent tenant turnover and ownership consolidation, the property owners are pursuing a reinvestment strategy intended to modernize and reposition the building for a mix of small businesses, creative

enterprises, and community-serving uses. Preliminary concept plans provided by the applicants include proposed improvements for a new coworking and community-focused space called Wonder Haus, along with updated tenant spaces for Dandy Lion Coffee, Hansen Builders, Sky Candy Studios, and existing youth-oriented uses. Additional prospective tenants, such as fitness, wellness, and childcare providers, are also being evaluated as part of the long-term multi-tenant vision.

The proposed redevelopment would repurpose an existing underutilized building and is anticipated to require significant interior and exterior rehabilitation, code compliance upgrades and site improvements (i.e., stormwater, parking, sidewalks, etc.). The applicants estimate over $1 million in private investment, including tenant improvements, exterior upgrades, and activation of community-oriented space. Because several of the anticipated improvements may qualify as eligible redevelopment activity, such as rehabilitation, potential demolition or clearance, environmental or code-related upgrades and site improvements, the property owners have requested that the city consider submitting a Community Growth Partnership Initiative (CGPI) Community Development Redevelopment Grant Application to the Carver County Community Development Agency (CDA) on their behalf.

This application allows the city to seek funding to offset extraordinary redevelopment costs, while supporting reinvestment in an existing commercial building consistent with ongoing downtown revitalization and placemaking efforts. At this stage, the applicants have provided conceptual plans, renderings, and preliminary project descriptions, and are working to compile additional information needed for the CGPI review process.

DISCUSSION

Additional city approvals and permits are required before this project can be implemented. The ownership is aware of these requirements.

BUDGET

There is no budget impact to the city; the grant requires $2 in private or other funds for every $1 in grant funds.

RECOMMENDATION

Staff recommends the adoption of the attached resolution.

ATTACHMENTS

Resolution 2026-XX
WestOne Concept Image
WestOne Concept Image 2
Parking Concept - NOT APPROVED

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

DATE: April 13, 2026 RESOLUTION NO: 2026-XX

MOTION BY: _____ SECONDED BY: _____

A RESOLUTION APPROVING THE SIGNATURE OF THE APPLICATION TO THE CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY FOR A GRANT FUNDING THROUGH THEIR COMMUNITY GROWTH PARTNERSHIP INITIATIVE

WHEREAS, the City of Chanhassen has identified a proposed project within the city that meets the Carver County Community Development Agency (" CDA") Community Growth Partnership Initiative Grant ("CGPI") program's purpose and criteria; and

WHEREAS, the City of Chanhassen has identified economic development technology tools and systems to improve its ability to attract industry and support economic growth; and

WHEREAS, the City of Chanhassen has the capacity and capability to ensure the proposed technological assistance will be completed and administered within the CGPI guidelines; and

WHEREAS, the City of Chanhassen has the legal authority to apply for financial assistance; and

WHEREAS, the City of Chanhassen is supportive of affordable housing and of the CDA's mission to improve the lives of Carver County residents through affordable housing and community development.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Chanhassen approves the application for funding from the Carver County CDA Growth Partnership Initiative Grant program.

BE IT FURTHER RESOLVED that if the application is approved by the Carver County CDA, the City of Chanhassen, the Community Development Director, Eric Maass, is hereby authorized to execute such agreements as are necessary to receive and use the funding for the proposed project.

PASSED AND ADOPTED by the Chanhassen City Council on this 13th day of April 2026.

ATTEST:

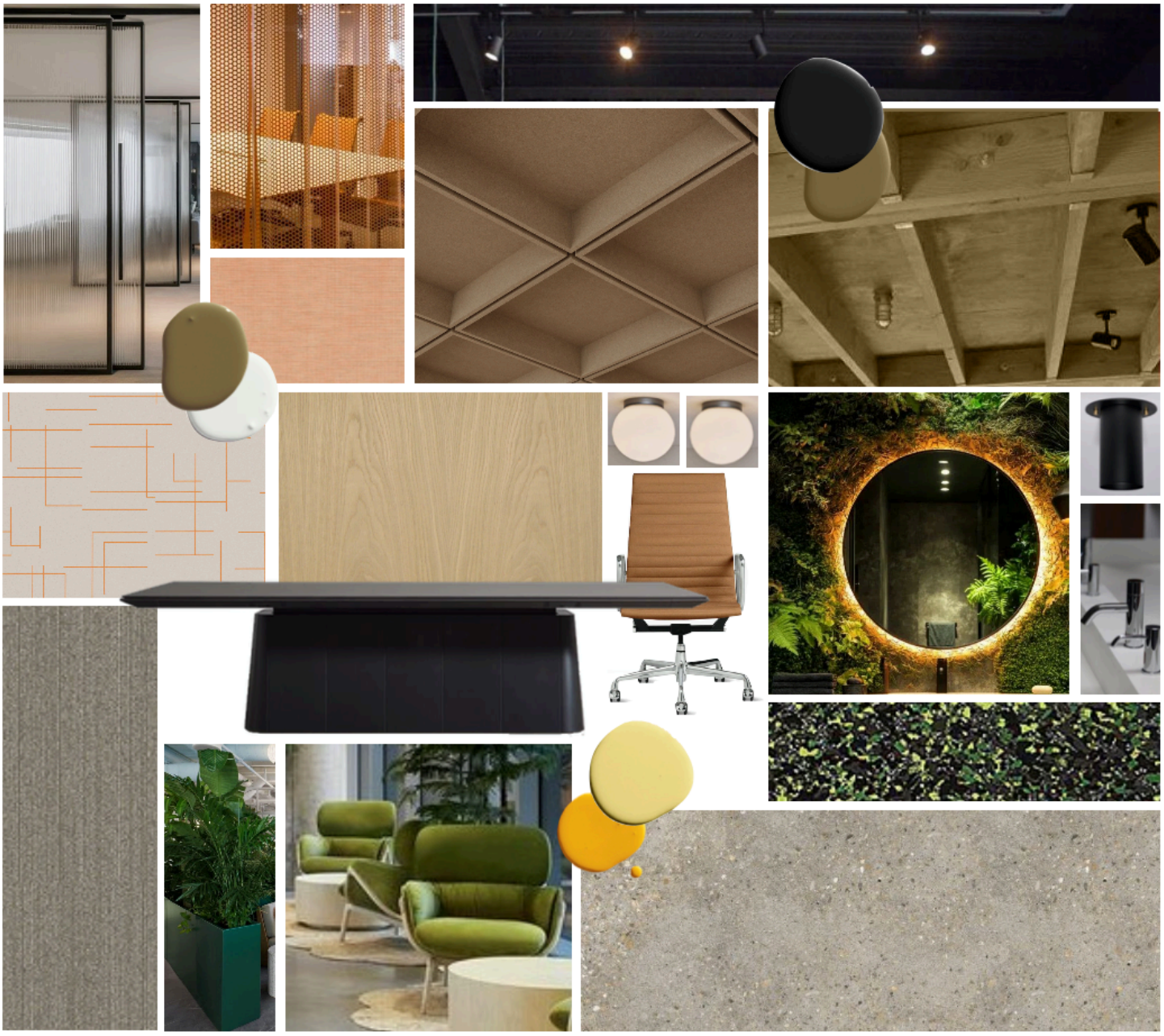
Jenny Potter, City Clerk

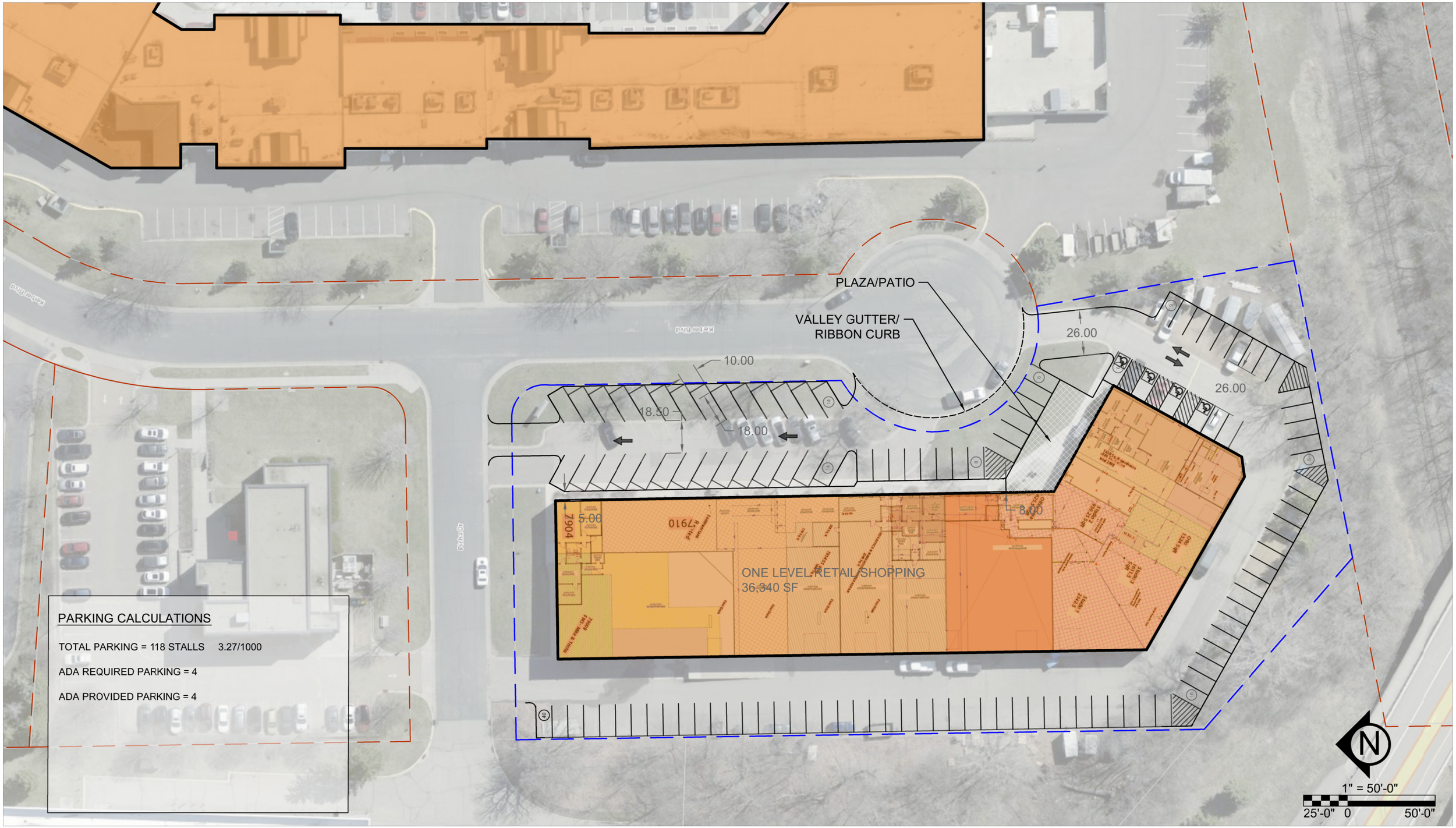
Elise Ryan, Mayor

YES	**NO**	**ABSENT**

FLOOR PLAN //
MAIN LEVEL







PARKING SCHEMATIC F

7920 KERBER BLVD, CHANHASSEN

CivilSite GROUP
5000 Glenwood Avenue
Golden Valley, MN 55422
612-615-0060
www.CivilSiteGroup.com

Project Number:	25272	Revision Number:	.
Issue Date:	02-19-26	Revision Date:	.

EX 1

City Council Item

April 27, 2026

Item	2026 Quarter One Fire Department Update	
File No.		**Item No:** F.1
Agenda Section	**FIRE DEPARTMENT/LAW ENFORCEMENT UPDATE**	
Prepared By	Andrew Heger, Fire Chief	
Reviewed By		

SUGGESTED ACTION

Receive the 2026 quarter one fire department update.

Motion Type	N/A
Strategic Priority	Operational Excellence

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

City Council Item

April 27, 2026

Item	Resolution 2026-XX: Accept the Bids and Award the Contract for the 2026 City Pavement Rehabilitation Project; and Resolution 2026-XX: Adopt Final Assessment Roll for the 2026 City Pavement Rehabilitation Project	
File No.	ENG Project No. 26-01 CIP No. ST-012	**Item No:** G.1
Agenda Section	**PUBLIC HEARINGS**	
Prepared By	George Bender, Assistant City Engineer	
Reviewed By	Charlie Howley	

SUGGESTED ACTION

"The Chanhassen City Council adopts a resolution accepting the bids and awarding the construction contract, and also adopts a resolution adopting the assessment roll for the 2026 City Pavement Rehabilitation Project No 26-01."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

Conduct Public (Assessment) Hearing for the 2026 City Pavement Rehabilitation Project No. 26-01. Adopt the final assessment roll for the project. Accept the bids and award the project to a contractor.

BACKGROUND

As part of the overall Pavement Management Program (PMP), the city annually plans to rehabilitate a section or sections of public streets across the city. The Five-year Capital Improvement Plan (CIP) identifies the near-term streets to be rehabilitated. This 2026 project includes approximately 2.2 miles of city streets for rehabilitation.

Key dates and items relative to this project:

- In November 2024, the city created a project page and email subscription list.
- On June 13, 2025, the Engineering Department released a Request for Proposals (RFP) for design and construction services for the 26-01 project.
- On June 20, 2025, the Engineering Department released a Request for Proposals (RFP) for geotechnical services for the 26-01 project.
- On July 14, 2025, the City Council approved a Professional Services Agreement with Houston Engineering, Inc. for design and construction services for the 26-01 project.
- On July 14, 2025, the City Council approved a Professional Services Agreement with Braun Intertec for geotechnical exploration and engineering services in association with the 26-01 design contract.
- On November 10, 2025, the City Council called for a Public Hearing to be held regarding the proposed improvements on November 24, 2025.
- On November 19, 2025, the Engineering Department and Houston Engineering hosted a public Open House meeting at City Hall to discuss the project and respond to questions with the impacted properties. Riley Purgatory Bluff Creek Watershed District staff also attended this meeting and presented on the proposed project within North Lotus Lake Park. Approximately 73 residents attended and 20 comment cards were received.
- On November 24, 2025, the City Council accepted the feasibility study, conducted a Public Hearing related to the proposed improvements, and authorized the preparation of plans and specifications for the 26-01 project.
- On February 17, 2025, the Engineering Department and Houston Engineering hosted a pop-up meeting for the property owners in the Fox Hollow neighborhood to specifically discuss the proposed alignment of the portion of Fox Hollow Dr between Pleasantview Rd and the cul-de-sac near the tennis courts. Approximately 43 residents attended and 6 comment cards were received.
- On March 9, 2026, the City Council accepted the plans and specifications and authorized the advertisement for bids for the 26-01 project.
- On March 31, 2026, Houston Engineering and the Engineering Department hosted a bid opening.
- On April 13, 2026, The City Council called for a Public Hearing regarding the proposed assessments to be held on April 27, 2026.
- On April 14, 2026, the Engineering Department hosted a second public open house for the project in the training room at City Hall.

Project information is available on the city's website at:
https://www.chanhassenmn.gov/government/projects/street-projects/2026-city-pavement-rehabilitation-project

To subscribe to the city's distribution list in order to receive routine project updates via email - interested residents and property owners should visit the following link to sign up: https://www.chanhassenmn.gov/i-want-to/subscribe.
As of April 22, 2026, there are 732 email addresses subscribed to receive project updates.

DISCUSSION

The 26-01 project area is shown in the attached 5-year Capital Improvement Plan (CIP) map representing the years 2026 through 2030. The CIP is the planned sequence of pavement rehabilitation projects based on the annual budgeted pavement rehabilitation funding that strives to meet the city's goal of having an average overall condition index (OCI) at or above 70 across the city's local and municipal state-aid (MSA) street pavements. The OCI is currently at an average rating of 76 across all of the city's local and MSA streets indicating the designated goal is currently being met.

Two neighborhood areas are proposed to be rehabilitated with the 26-01 project. The Fox Hollow neighborhood area has approximately 1.3 miles of existing streets being proposed to be rehabilitated while the Vasserman Ridge neighborhood area has approximately 0.9 miles of existing streets being proposed to be rehabilitated.

Houston Engineering was provided the city's asset management and geotechnical information relative to this project to factor into the feasibility analysis to incorporate with the subsequent design. Based on the existing maintenance and rating history, on-site street observations, and the feasibility analysis - the following recommendations in the subsequent paragraphs are being proposed.

The Fox Hollow development was originally constructed in phases between 1985 and 1988 except for Fox Dr. These streets were seal coated in 2006. Fox Dr was originally constructed in 2005 and seal-coated in 2015. Fox Hollow Ct is also within this neighborhood area but it is a private street. Fox Hollow Ct is not proposed to be rehabilitated. The largest infrastructure issue with this neighborhood is lack of drainage, primarily in the street pavement section. This area is scoped to be a reconstruction project except for Fox Dr which is proposed to be a mill and overlay. The Vasserman Ridge development was originally constructed in phases between 2002 and 2004. This area is scoped to be a mill and overlay.

The approved plans and specifications were bid on March 31, 2026. Three responsive bids were received from contractors. The bids ranged from $6,218,794.49 to $6,598,439.25. The Engineer's Estimate for the bid was $7,772,680.00. There weren't any alternates bid with this project. The low contractor for the base bid was GMH Asphalt. GMH Asphalt last performed the City's annual pavement rehabilitation project in 2022. GMH's work associated with the 2022 project was acceptable. GMH is also performing the contractor pothole patching work for Public Works this year. The bid tabulation has been attached.

SCHEDULE

The remaining schedule for the project is as follows:

Task	Date
Begin Construction	Mid-May 2026
Substantial Completion	Early November 2026
Final Completion	June 2027

Final assessment notices were sent out to all assessable properties per the required MS 429 process on April 9, 2026. The final assessment amounts contained within the notices are related to the flat fee amounts associated with each type of pavement rehabilitation per the City's 2026 fee schedule. These amounts are $2,940 for a mill & overlay (M&O), $5,150 for an FDR, and $9,550 for a full reconstruction.

The proposed assessment amounts for each project area are as follows:

Project Area	Preliminary Assessment Amount	Final Assessment Amount
Vasserman Ridge Area (M&O)	$2,940	$2,940
Fox Hollow Area (Reconstruction) except Fox Dr (M&O)	$9,550 (Reconstruction) & $2,940 (M&O)	$9,550 & $2,940 (6 properties along Fox Dr)

BUDGET

This project is included in the 5-year CIP and the budget for 2026. Funding for the project is budgeted to come from the Pavement Management Program (PMP) fund, which includes special assessments to benefiting properties as part of the revenue source. The special assessments are being managed per the City's Assessment Policy. Utility Enterprise funds will be utilized to cover the rehabilitation needs specific to each utility.

The overall 26-01 project budget approved with the 2025-29 Capital Improvement Plan is $8,755,000.

The table below indicates the estimated cost in comparison to the project budget:

Fund	Project Budget	Fox Hollow Area Bid Costs	Vasserman Ridge Area Bid Costs	Total Project Costs (with Engineering)
PMP (Street)	$4,835,000	$3,354,600.25	$498,677.45	$4,335,833
Surface Water	$2,130,000	$758,789.64	$46,971.00	$906,668
Sanitary Sewer	$800,000	$237,724.00	$105,774.00	$386,515
Watermain	$990,000	$1,208,661.15	$7,597.00	$1,368,573
Total	**$8,755,000**	**$5,559,775.04**	**$659,019.45**	**$6,997,589**

The low bid amount has a total of $6,218,794.49. Engineering costs are expected to be $778,794.00 which is 11% of the construction cost which is a good percentage relative to the engineering effort. Based on the bid amount and engineering costs the project is expected to finish under budget by $1,757,411.

The watermain fund is overbudget by approximately $160,000, but the costs have been reduced significantly from the feasibility estimate. As a reminder the existing watermain is being fully replaced with this project in the Fox Hollow area due to the break history.

RECOMMENDATION

Staff recommends the City Council adopt the resolution accepting the bids and approving a construction contract to GMH Asphalt Corp. for the bid amount.

Staff recommends the City Council adopt the resolution adopting the final assessment rolls for the 2026 City Pavement Rehabilitation Project No. 26-01.

ATTACHMENTS

Resolution 2026-XX Accept Bids & Award Contract 26-01
Resolution 2026-XX Adopt Assessment Roll 26-01
Bid Tabulation for 26-01 Project
26-01 Pavement Rehab Property Assessment Roll - Both Areas - Final.
Assessment Policy - 2025 Update
Assessment FAQ
PMP FAQ
5-Year CIP Map for Streets for 2026-2030
CIP Budgetary Sheet for 26-01 Project
Presentation

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

DATE: April 27, 2026 **RESOLUTION NO: 2026-XX**

MOTION BY: _____ **SECONDED BY:** _____

A RESOLUTION ACCEPTING THE BIDS AND AWARDING A CONTRACT FOR THE 2026 CITY PAVEMENT REHABILITATION PROJECT NO. 26-01

WHEREAS, pursuant to an advertisement for bids for Project No. 26-01 (2026 City Pavement Rehabilitation Project), bids were received, opened, and tabulated according to law, and the following bids were received complying with the advertisement:

Bidder	Bid Amount
GMH Asphalt, Corp.	$6,218,794.49
S.M. Hentges & Sons, Inc.	$6,530,078.75
Northwest Asphalt, Inc.	$6,598,439.25

WHEREAS, GMH Asphalt, Corp. is the lowest responsible bidder with a bid amount to be awarded of $6,218,794.49;

NOW THEREFORE, BE IT RESOLVED by the Chanhassen City Council:

1. The Mayor and Clerk are hereby authorized and directed to enter into a contract with GMH Asphalt Corp. in the name of the City of Chanhassen for the 2026 City Pavement Rehabilitation Project No. 26-01 according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.

2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

PASSED AND ADOPTED by the Chanhassen City Council this 27th day of April, 2026.

ATTEST:

_____ _____

Jenny Potter, City Clerk Elise Ryan, Mayor

YES NO ABSENT

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

DATE: April 27, 2026 **RESOLUTION NO: 2026-XX**

MOTION BY: _____ **SECONDED BY:** _____

A RESOLUTION ADOPTING ASSESSMENT ROLL FOR THE 2026 CITY PAVEMENT REHABILITION PROJECT NO. 26-01

WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessment for the improvement of the project area contained within the:

2026 City Pavement Rehabilitation Project No. 26-01

NOW THEREFORE, BE IT RESOLVED by the City Council of Chanhassen, Minnesota:

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.

2. Assessments between $0 and $500 shall be paid within 1 year. Assessments above $501.00 and at or under $2,500.00 shall be payable in equal annual installments extending over a period of five (5) years. Assessments above $2501.00 and at or under $5,000.00 shall be payable in equal annual installments extending over a period of eight (8) years. Assessments above $5,001.00 and at or under $15,000.00 shall be payable in equal annual installments extending over a period of ten (10) years. Assessments $15,001.00 and above shall be payable in equal annual installments extending over a period of fifteen (15) years. The first of the installments to be payable on or before the first Monday in January, 2027, and shall bear interest at the rate of 5.285 percent (5.285%) per annum. This assessment will appear on the first property tax statement for 2027. To the first installment shall be added interest on the entire assessment from November 21, 2026 until December 31, 2026. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the assessment on such property, with interest accrued to the date of payment, to the city treasurer, except that no interest shall be charged if the assessment is paid by November 20, 2026; and the owner may, at any time thereafter, pay to the city treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year. If the property owner decides not to prepay the assessment before the date given above, the rate of interest that will apply shall be 5.285 percent (5.285%) per year.

4. The clerk shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the County. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

PASSED AND ADOPTED by the Chanhassen City Council this 27th day of April, 2026.

ATTEST:

Jenny Potter, City Clerk

Elise Ryan, Mayor

2026 City Pavement Rehabilitation, City Project No. 26-01
Owner: City of Chanhassen, MN
Engineer: Houston Engineering Inc.
03/31/2026 10:00 AM CDT

				Engineer Estimate		GMH Asphalt Corporation		S.M. Hentges & Sons, Inc.		Northwest	
Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
	FOX HOLLOW-REMOVALS, GRADING, PAVING, AND RESTORATION										
1	MOBILIZATION	Lump Sum	1	$335,000.00	$335,000.00	$125,000.00	$125,000.00	$163,231.19	$163,231.19	$317,212.00	$317,212.00
2	CONSTRUCTION ENTRANCE	Each	2	$2,000.00	$4,000.00	$750.00	$1,500.00	$6,200.00	$12,400.00	$1,750.00	$3,500.00
3	CLEARING AND GRUBBING	Sq. Yd.	80	$65.00	$5,200.00	$193.00	$15,440.00	$40.00	$3,200.00	$38.50	$3,080.00
4	REMOVE TREES	Each	14	$1,500.00	$21,000.00	$550.00	$7,700.00	$700.00	$9,800.00	$715.00	$10,010.00
5	STREET SWEEPING (WITH PICKUP BROOM)	Hrs.	80	$200.00	$16,000.00	$195.00	$15,600.00	$220.00	$17,600.00	$200.00	$16,000.00
6	FULL DEPTH RECLAMATION (INCL. SAWCUT)	Sq. Yd.	20320	$4.00	$81,280.00	$5.30	$107,696.00	$2.00	$40,640.00	$0.95	$19,304.00
7	REMOVE BITUMINOUS TRAILS & DRIVEWAYS (INCL. SAWCUT)	Sq. Yd.	2000	$5.00	$10,000.00	$8.45	$16,900.00	$10.00	$20,000.00	$7.22	$14,440.00
8	REMOVE CONCRETE PAVEMENT (INCL. SAWCUT)	Sq. Yd.	680	$16.00	$10,880.00	$21.00	$14,280.00	$14.00	$9,520.00	$14.45	$9,826.00
9	REMOVE CONCRETE CURB & GUTTER (INCL. SAWCUT)	Lin. Ft.	11300	$8.00	$90,400.00	$3.20	$36,160.00	$2.00	$22,600.00	$5.78	$65,314.00
10	SAW AND SEAL EXISTING CURB	Each	4	$250.00	$1,000.00	$15.85	$63.40	$60.00	$240.00	$16.50	$66.00
11	2" MILL BITUMINOUS SURFACE (INCL. SAWCUT)	Sq. Yd.	1440	$3.00	$4,320.00	$2.50	$3,600.00	$2.95	$4,248.00	$4.13	$5,947.20
12	TEMPORARY MAILBOXES	Lump Sum	1	$2,500.00	$2,500.00	$8,968.00	$8,968.00	$9,000.00	$9,000.00	$9,350.00	$9,350.00
13	SALVAGE MAILBOX/POST/GROUPING	Each	105	$75.00	$7,875.00	$132.00	$13,860.00	$130.00	$13,650.00	$137.50	$14,437.50
14	INSTALL SALVAGED MAILBOX/POST/GROUPING	Each	105	$150.00	$15,750.00	$185.00	$19,425.00	$185.00	$19,425.00	$192.50	$20,212.50
15	EXCAVATION - COMMON (P)	Cu. Yd.	24800	$20.00	$496,000.00	$36.75	$911,400.00	$28.00	$694,400.00	$27.99	$694,152.00
16	SELECT GRANULAR BORROW	Ton	18690	$20.00	$373,800.00	$20.65	$385,948.50	$15.00	$280,350.00	$15.52	$290,068.80
17	SALVAGE & INSTALL RECLAMATION MATERIAL (CV)	Cu. Yd.	4520	$20.00	$90,400.00	$27.40	$123,848.00	$107.00	$483,640.00	$35.20	$159,104.00
18	AGGREGATE BASE COURSE CLASS 5	Ton	10250	$35.00	$358,750.00	$12.05	$123,512.50	$0.10	$1,025.00	$25.78	$264,245.00
19	AGGREGATE SURFACING COURSE CLASS 2	Ton	5	$35.00	$175.00	$81.00	$405.00	$120.00	$600.00	$85.50	$427.50
20	3" MINUS AGGREGATE	Ton	300	$70.00	$21,000.00	$31.45	$9,435.00	$45.00	$13,500.00	$34.85	$10,455.00
21	BITUMINOUS TRAILS & DRIVEWAYS PATCH (SPWEA340B)	Ton	460	$120.00	$55,200.00	$181.00	$83,260.00	$150.00	$69,000.00	$201.61	$92,740.60
22	BITUMINOUS WEAR (SPWEA340C)	Ton	2720	$110.00	$299,200.00	$98.00	$266,560.00	$97.44	$265,036.80	$92.16	$250,675.20
23	BITUMINOUS NON-WEAR (SPNWB330C)	Ton	2540	$105.00	$266,700.00	$84.55	$214,757.00	$86.02	$218,490.80	$82.95	$210,693.00
24	BITUMINOUS MATERIAL FOR TACK COAT	Gal.	1240	$8.00	$9,920.00	$3.50	$4,340.00	$0.01	$12.40	$4.00	$4,960.00
25	BITUMINOUS RAMP CURB EDGE (see note below)	Lin. Ft.	12170	$2.00	$24,340.00	$10.00	$121,700.00	$8.75	$106,487.50	$12.71	$154,680.70
26	SURMOUNTABLE CONCRETE CURB & GUTTER	Lin. Ft.	10890	$30.00	$326,700.00	$21.25	$231,412.50	$19.85	$216,166.50	$20.30	$221,067.00
27	CONCRETE CURB & GUTTER DESIGN B612	Lin. Ft.	160	$40.00	$6,400.00	$28.50	$4,560.00	$33.92	$5,427.20	$29.70	$4,752.00
28	CONCRETE CURB & GUTTER DESIGN B618	Lin. Ft.	1120	$30.00	$33,600.00	$21.25	$23,800.00	$37.19	$41,652.80	$20.30	$22,736.00
29	CONCRETE CURB DESIGN V	Lin. Ft.	118	$40.00	$4,720.00	$42.20	$4,979.60	$47.97	$5,660.46	$44.00	$5,192.00
30	6" CONCRETE WALK/DRIVEWAY PATCH & PED. RAMPS	Sq. Yd.	730	$80.00	$58,400.00	$87.70	$64,021.00	$101.27	$73,927.10	$84.15	$61,429.50
31	TRUNCATED DOMES	Sq. Ft.	38	$75.00	$2,850.00	$52.75	$2,004.50	$65.00	$2,470.00	$55.00	$2,090.00
32	SALVAGE AND REINSTALL PAVER DRIVEWAY	Sq. Yd.	13	$100.00	$1,300.00	$209.00	$2,717.00	$340.00	$4,420.00	$317.00	$4,121.00
33	TEMPORARY TRAFFIC CONTROL	Lump Sum	1	$25,000.00	$25,000.00	$2,638.00	$2,638.00	$14,600.00	$14,600.00	$2,695.00	$2,695.00
34	STORM DRAIN INLET PROTECTION	Each	45	$250.00	$11,250.00	$217.00	$9,765.00	$550.00	$24,750.00	$300.00	$13,500.00
35	SEED 25-141 WITH HYDRAULIC MATRIX MULCH	Acre	0.5	$10,000.00	$5,000.00	$20,418.00	$10,209.00	$6,500.00	$3,250.00	$10,000.00	$5,000.00
36	SEED 25-151 WITH HYDRAULIC MATRIX MULCH	Acre	1	$10,000.00	$10,000.00	$25,806.00	$25,806.00	$5,000.00	$5,000.00	$10,000.00	$10,000.00
37	SODDING TYPE LAWN	Sq. Yd.	2600	$20.00	$52,000.00	$11.40	$29,640.00	$12.00	$31,200.00	$21.00	$54,600.00
38	PLANT TREE (3")	Each	13	$750.00	$9,750.00	$739.00	$9,607.00	$800.00	$10,400.00	$750.00	$9,750.00
39	COMMON TOPSOIL BORROW (LV)	Cu. Yd.	700	$40.00	$28,000.00	$53.45	$37,415.00	$42.00	$29,400.00	$58.75	$41,125.00
40	LANDSCAPING RESTORATION	Allowance	1	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00
41	IRRIGATION AND PET CONTAINMENT SYSTEMS REPAIRS	Allowance	1	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00
42	INSTALL SIGN	Each	23	$225.00	$5,175.00	$317.00	$7,291.00	$210.00	$4,830.00	$275.00	$6,325.00
43	SIGN PANEL	SQ. FT.	47	$40.00	$1,880.00	$52.75	$2,479.25	$44.00	$2,068.00	$49.50	$2,326.50
44	24" SOLID LINE MULTI COMP GR IN	Lin. Ft.	26	$20.00	$520.00	$21.10	$548.60	$21.00	$546.00	$14.30	$371.80
45	4" NON-PERF PVC PIPE DRAIN	Lin. Ft.	1100	$40.00	$44,000.00	$9.80	$10,780.00	$22.00	$24,200.00	$18.50	$20,350.00
46	4" PERF PVC SDR 35 PIPE DRAIN	Lin. Ft.	11490	$60.00	$689,400.00	$11.15	$128,113.50	$14.00	$160,860.00	$19.25	$221,182.50
47	DRAIN SUMP BASIN	Each	111	$400.00	$44,400.00	$494.00	$54,834.00	$780.00	$86,580.00	$560.00	$62,160.00
48	4" SOLID LINE MULTI COMP	Lin. Ft.	366	$8.00	$2,928.00	$6.05	$2,214.30	$3.15	$1,152.90	$6.60	$2,415.60
49	PVMT MESSAGE ADA SYMBOL MULTI COMP	Each	1	$250.00	$250.00	$158.00	$158.00	$160.00	$160.00	$495.00	$495.00
50	PVMT MESSAGE “ NO PARKING" MULTI COMP	Each	1	$150.00	$150.00	$158.00	$158.00	$160.00	$160.00	$495.00	$495.00
51	SALVAGE STREET SIGN	Each	9	$75.00	$675.00	$26.40	$237.60	$42.00	$378.00	$55.00	$495.00
52	INSTALL SALVAGED STREET SIGN	Each	9	$150.00	$1,350.00	$317.00	$2,853.00	$210.00	$1,890.00	$192.50	$1,732.50
					$4,021,388.00		$3,354,600.25		$3,284,245.65		$3,472,307.40

Item Code	Item Description	UofM	Quantity	Engineer Estimate		GMH Asphalt Corporation		S.M. Hentges & Sons, Inc.		Northwest	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
	FOX HOLLOW-STORM SEWER										
1	REMOVE EXISTING MANHOLE	Each	19	$1,600.00	$30,400.00	$871.00	$16,549.00	$600.00	$11,400.00	$650.00	$12,350.00
2	REMOVE EXISTING STORM SEWER	Lin. Ft.	1568	$15.00	$23,520.00	$13.00	$20,384.00	$18.00	$28,224.00	$24.50	$38,416.00
3	REMOVE AND DISPOSE FES SEDIMENT DELTA	Cu. Yd.	220	$40.00	$8,800.00	$38.60	$8,492.00	$46.00	$10,120.00	$77.00	$16,940.00
4	EXCAVATION - COMMON (for BMP) (P)	Cu. Yd.	3200	$20.00	$64,000.00	$24.50	$78,400.00	$20.00	$64,000.00	$6.00	$19,200.00
5	4" PVC NON-PERFORATED	Lin. Ft.	216	$50.00	$10,800.00	$10.90	$2,354.40	$22.00	$4,752.00	$20.00	$4,320.00
6	4" PVC PERFORATED	Lin. Ft.	90	$50.00	$4,500.00	$13.00	$1,170.00	$12.00	$1,080.00	$36.50	$3,285.00
7	10" PVC NON-PERFORATED	Lin. Ft.	16	$100.00	$1,600.00	$70.60	$1,129.60	$75.00	$1,200.00	$39.25	$628.00
8	15" RC PIPE SEWER CLASS V	Lin. Ft.	1453	$120.00	$174,360.00	$48.20	$70,034.60	$84.00	$122,052.00	$69.00	$100,257.00
9	18" RC PIPE SEWER CLASS V	Lin. Ft.	626	$130.00	$81,380.00	$51.05	$31,957.30	$82.00	$51,332.00	$73.00	$45,698.00
10	21" RC PIPE SEWER CLASS IV	Lin. Ft.	869	$170.00	$147,730.00	$62.45	$54,269.05	$82.00	$71,258.00	$77.50	$67,347.50
11	30" RC PIPE SEWER CLASS IV	Lin. Ft.	116	$225.00	$26,100.00	$114.00	$13,224.00	$139.00	$16,124.00	$120.00	$13,920.00
12	15" HDPE PIPE SEWER	Lin. Ft.	184	$100.00	$18,400.00	$53.60	$9,862.40	$47.00	$8,648.00	$53.25	$9,798.00
13	24" HDPE PIPE SEWER	Lin. Ft.	244	$140.00	$34,160.00	$80.70	$19,690.80	$59.00	$14,396.00	$68.50	$16,714.00
14	51" SPAN RC PIPE-ARCH SEWER CLASS V	Lin. Ft.	182	$180.00	$32,760.00	$216.00	$39,312.00	$238.00	$43,316.00	$215.00	$39,130.00
15	51" SPAN RC PIPE-ARCH APRON	Each	1	$10,000.00	$10,000.00	$2,567.00	$2,567.00	$2,700.00	$2,700.00	$2,285.00	$2,285.00
16	30" RC PIPE APRON	Each	2	$8,500.00	$17,000.00	$1,902.00	$3,804.00	$1,600.00	$3,200.00	$1,470.00	$2,940.00
17	21" RC PIPE APRON	Each	1	$7,000.00	$7,000.00	$1,404.00	$1,404.00	$1,100.00	$1,100.00	$1,195.00	$1,195.00
18	INSTALL 48" MANHOLE	Each	27	$7,000.00	$189,000.00	$4,486.00	$121,122.00	$4,450.00	$120,150.00	$4,405.00	$118,935.00
19	INSTALL 60" MANHOLE	Each	3	$8,000.00	$24,000.00	$5,619.00	$16,857.00	$6,360.00	$19,080.00	$6,000.00	$18,000.00
20	INSTALL 84" MANHOLE	Each	1	$15,000.00	$15,000.00	$8,433.00	$8,433.00	$11,100.00	$11,100.00	$8,885.00	$8,885.00
21	INSTALL 60" SUMP MANHOLE	Each	5	$12,000.00	$60,000.00	$7,378.00	$36,890.00	$8,700.00	$43,500.00	$7,120.00	$35,600.00
22	INSTALL 84" SUMP MANHOLE	Each	1	$20,000.00	$20,000.00	$12,571.00	$12,571.00	$18,300.00	$18,300.00	$12,585.00	$12,585.00
23	INSTALL 2'X3' CATCH BASIN	Each	16	$4,500.00	$72,000.00	$3,294.00	$52,704.00	$3,200.00	$51,200.00	$3,545.00	$56,720.00
24	RECONSTRUCT MANHOLE	Each	4	$3,000.00	$12,000.00	$3,432.00	$13,728.00	$3,600.00	$14,400.00	$2,825.00	$11,300.00
25	INSTALL NEW CASTING ASSEMBLY AND RINGS	Each	7	$2,000.00	$14,000.00	$1,861.00	$13,027.00	$1,500.00	$10,500.00	$1,195.00	$8,365.00
26	RIPRAP CL III	Cu. Yd.	220	$150.00	$33,000.00	$120.00	$26,400.00	$175.00	$38,500.00	$152.00	$33,440.00
27	INFILTRATION SYSTEM TESTING	Allowance	1	$4,000.00	$4,000.00	$4,000.00	$4,000.00	$4,000.00	$4,000.00	$4,000.00	$4,000.00
28	BIO-FILTRATION BASIN - NORTH LOTUS LAKE PARK	Lump Sum	1	$9,000.00	$9,000.00	$12,753.00	$12,753.00	$7,300.00	$7,300.00	$5,500.00	$5,500.00
29	BIO-FILTRATION BASIN - CURB CUT	Lump Sum	1	$5,000.00	$5,000.00	$11,474.00	$11,474.00	$4,800.00	$4,800.00	$4,500.00	$4,500.00
30	CURB OPENING INLET WITH STONE SPLASH BLOCK ASSEMBLY	Each	1	$6,500.00	$6,500.00	$3,154.00	$3,154.00	$4,100.00	$4,100.00	$2,500.00	$2,500.00
31	PERENNIAL PLUGS (for BMP)	Each	200	$10.00	$2,000.00	$9.50	$1,900.00	$13.50	$2,700.00	$20.00	$4,000.00
32	SILT FENCE; TYPE HI (for BMP)	Lin. Ft.	2000	$4.00	$8,000.00	$5.55	$11,100.00	$2.50	$5,000.00	$3.95	$7,900.00
33	SEDIMENT CONTROL LOGS TYPE STRAW	Lin. Ft.	215	$6.00	$1,290.00	$4.45	$956.75	$4.00	$860.00	$4.50	$967.50
34	ROLLED EROSION PREVENTION CATEGORY 25 (for BMP)	Sq. Yd.	12070	$3.50	$42,245.00	$2.23	$26,916.10	$3.00	$36,210.00	$2.50	$30,175.00
35	SEED SOUTHERN SHORT GRASS	Acre	1.2	$10,000.00	$12,000.00	$1,638.00	$1,965.60	$5,000.00	$6,000.00	$5,000.00	$6,000.00
36	SEED WET DITCH	Acre	0.48	$10,000.00	$4,800.00	$3,618.00	$1,736.64	$5,500.00	$2,640.00	$5,000.00	$2,400.00
37	24" RC PIPE SEWER CLASS IV	Lin. Ft.	91	$150.00	$13,650.00	$71.40	$6,497.40	$98.00	$8,918.00	$100.00	$9,100.00
					$1,239,995.00		$758,789.64		$864,160.00		$775,296.00
	FOX HOLLOW-SANITARY SEWER										
1	REMOVE SANITARY SEWER PIPE	Lin. Ft.	200	$20.00	$4,000.00	$76.70	$15,340.00	$100.00	$20,000.00	$65.00	$13,000.00
2	INSTALL NEW CASTING ASSEMBLY AND RINGS	Each	38	$2,000.00	$76,000.00	$2,420.00	$91,960.00	$1,600.00	$60,800.00	$2,062.00	$78,356.00
3	8" X 4" PVC WYE	Each	1	$1,000.00	$1,000.00	$586.00	$586.00	$1,200.00	$1,200.00	$2,850.00	$2,850.00
4	8" PVC SDR 26 PIPE SEWER	Lin. Ft.	200	$100.00	$20,000.00	$114.00	$22,800.00	$365.00	$73,000.00	$287.65	$57,530.00
5	SEWER PIPE JOINT SEALING	Each	1	$2,500.00	$2,500.00	$3,798.00	$3,798.00	$6,500.00	$6,500.00	$2,750.00	$2,750.00
6	REPAIR MANHOLE: GROUT/SEAL MANHOLE JOINTS & REBUILD INVERT	Each	12	$2,500.00	$30,000.00	$7,556.00	$90,672.00	$7,400.00	$88,800.00	$6,935.00	$83,220.00
7	RECONSTRUCT MANHOLE	Each	8	$3,000.00	$24,000.00	$1,571.00	$12,568.00	$3,300.00	$26,400.00	$2,780.00	$22,240.00
					$157,500.00		$237,724.00		$276,700.00		$259,946.00

Item Code	Item Description	UofM	Quantity	Engineer Estimate Unit Price	Engineer Estimate Extension	GMH Asphalt Corporation Unit Price	GMH Asphalt Corporation Extension	S.M. Hentges & Sons, Inc. Unit Price	S.M. Hentges & Sons, Inc. Extension	Northwest Unit Price	Northwest Extension
	FOX HOLLOW-WATERMAIN										
1	REMOVE GATE VALVE AND BOX	Each	31	$500.00	$15,500.00	$245.00	$7,595.00	$200.00	$6,200.00	$172.00	$5,332.00
2	REMOVE HYDRANT	Each	14	$900.00	$12,600.00	$734.00	$10,276.00	$300.00	$4,200.00	$450.00	$6,300.00
3	REMOVE WATER MAIN	Lin. Ft.	6341	$20.00	$126,820.00	$16.35	$103,675.35	$12.00	$76,092.00	$10.50	$66,580.50
4	REMOVE WATER SERVICE (INCLUDES PIPE, FITTINGS, CURB STOP, AND BOX)	Each	110	$350.00	$38,500.00	$245.00	$26,950.00	$100.00	$11,000.00	$207.00	$22,770.00
5	ABANDON WATER MAIN	Lin. Ft.	240	$18.00	$4,320.00	$17.50	$4,200.00	$23.00	$5,520.00	$11.00	$2,640.00
6	TEMPORARY WATER SERVICE	LS	1	$50,000.00	$50,000.00	$44,798.00	$44,798.00	$74,000.00	$74,000.00	$111,000.00	$111,000.00
7	6" GATE VALVE & BOX	Each	23	$3,200.00	$73,600.00	$3,115.00	$71,645.00	$2,900.00	$66,700.00	$3,287.00	$75,601.00
8	8" GATE VALVE & BOX	Each	10	$4,000.00	$40,000.00	$4,460.00	$44,600.00	$3,800.00	$38,000.00	$4,225.00	$42,250.00
9	8" WET TAP AND GATE VALVE	Each	1	$6,500.00	$6,500.00	$8,512.00	$8,512.00	$8,000.00	$8,000.00	$8,600.00	$8,600.00
10	HYDRANT	Each	15	$10,500.00	$157,500.00	$9,036.00	$135,540.00	$7,600.00	$114,000.00	$7,400.00	$111,000.00
11	CURB STOP	Each	110	$1,000.00	$110,000.00	$949.00	$104,390.00	$1,100.00	$121,000.00	$695.00	$76,450.00
12	CORPORATION STOPS	Each	110	$525.00	$57,750.00	$535.00	$58,850.00	$760.00	$83,600.00	$400.00	$44,000.00
13	1" PE WATER SERVICE PIPE	Lin. Ft.	4650	$35.00	$162,750.00	$26.90	$125,085.00	$28.00	$130,200.00	$59.00	$274,350.00
14	TREE REMOVAL (WATER SERVICE REPLACEMENT CONTINGENT)	Each	26	$1,500.00	$39,000.00	$1,541.00	$40,066.00	$900.00	$23,400.00	$1,400.00	$36,400.00
15	PLANT TREE (3") (WATER SERVICE REPLACEMENT CONTINGENT)	Each	26	$750.00	$19,500.00	$739.00	$19,214.00	$800.00	$20,800.00	$750.00	$19,500.00
16	6" PVC WATERMAIN	Lin. Ft.	1631	$90.00	$146,790.00	$47.50	$77,472.50	$81.00	$132,111.00	$51.00	$83,181.00
17	8" PVC WATERMAIN	Lin. Ft.	4546	$100.00	$454,600.00	$58.55	$266,168.30	$90.00	$409,140.00	$59.00	$268,214.00
18	WATERMAIN DIP FITTINGS	Lbs.	5140	$15.00	$77,100.00	$11.60	$59,624.00	$0.10	$514.00	$18.00	$92,520.00
					$1,592,830.00		$1,208,661.15		$1,324,477.00		$1,346,688.50
				FOX HOLLOW TOTAL	**$7,011,713.00**		**$5,559,775.04**		**$5,749,582.65**		**$5,854,237.90**
	VASSERMAN RIDGE-REMOVALS, GRADING, PAVING AND RESTORATION										
1	MOBILIZATION	Lump Sum	1	$35,000.00	$35,000.00	$12,500.00	$12,500.00	$80,000.00	$80,000.00	$100,000.00	$100,000.00
2	CONSTRUCTION ENTRANCE	Each	2	$2,000.00	$4,000.00	$750.00	$1,500.00	$6,200.00	$12,400.00	$1,750.00	$3,500.00
3	STREET SWEEPING (WITH PICKUP BROOM)	Hrs.	40	$200.00	$8,000.00	$195.00	$7,800.00	$220.00	$8,800.00	$200.00	$8,000.00
4	2" MILL BITUMINOUS SURFACE (INCL. SAWCUT)	Sq. Yd.	15510	$3.00	$46,530.00	$1.50	$23,265.00	$1.80	$27,918.00	$1.45	$22,489.50
5	REMOVE BITUMINOUS PAVEMENT (INCL. SAWCUT)	Sq. Yd.	960	$15.00	$14,400.00	$7.00	$6,720.00	$22.00	$21,120.00	$13.75	$13,200.00
6	REMOVE CONCRETE PAVEMENT (INCL. SAWCUT)	Sq. Yd.	535	$12.00	$6,420.00	$10.75	$5,751.25	$22.00	$11,770.00	$27.50	$14,712.50
7	REMOVE CONCRETE CURB & GUTTER	Lin. Ft.	2170	$10.00	$21,700.00	$9.05	$19,638.50	$8.00	$17,360.00	$12.10	$26,257.00
8	SAW AND SEAL EXISTING CURB	Each	98	$250.00	$24,500.00	$15.85	$1,553.30	$60.00	$5,880.00	$16.50	$1,617.00
9	CONCRETE GRINDING	Each	9	$500.00	$4,500.00	$106.00	$954.00	$209.00	$1,881.00	$110.00	$990.00
10	SALVAGE STREET SIGN	Each	7	$75.00	$525.00	$26.40	$184.80	$27.00	$189.00	$55.00	$385.00
11	INSTALL SALVAGED STREET SIGN	Each	7	$150.00	$1,050.00	$317.00	$2,219.00	$315.00	$2,205.00	$192.50	$1,347.50
12	AGGREGATE BASE COURSE CLASS 5	Ton	100	$35.00	$3,500.00	$24.00	$2,400.00	$70.00	$7,000.00	$31.82	$3,182.00
13	BITUMINOUS TRAILS & DRIVEWAYS PATCH (SPWEA340B)	Ton	60	$150.00	$9,000.00	$238.00	$14,280.00	$170.00	$10,200.00	$231.42	$13,885.20
14	BITUMINOUS WEAR (SPWEA340C)	Ton	1950	$110.00	$214,500.00	$93.55	$182,422.50	$90.34	$176,163.00	$87.35	$170,332.50
15	BITUMINOUS NON-WEAR (SPNWB330C)	Ton	80	$150.00	$12,000.00	$185.00	$14,800.00	$165.00	$13,200.00	$235.30	$18,824.00
16	BITUMINOUS MATERIAL FOR TACK COAT	Gal.	860	$8.00	$6,880.00	$3.50	$3,010.00	$4.00	$3,440.00	$4.00	$3,440.00
17	CONCRETE CURB & GUTTER PATCH	Lin. Ft.	1970	$35.00	$68,950.00	$34.00	$66,980.00	$38.00	$74,860.00	$33.55	$66,093.50
18	6" CONCRETE WALK/DRIVEWAY PATCH & PED. RAMPS	Sq. Yd.	639	$80.00	$51,120.00	$93.60	$59,810.40	$101.50	$64,858.50	$91.85	$58,692.15
19	8" CONCRETE STREET INTERSECTION WITH VALLEY GUTTER	Sq. Yd.	80	$95.00	$7,600.00	$98.65	$7,892.00	$143.00	$11,440.00	$102.85	$8,228.00
20	TRUNCATED DOMES	Sq. Ft.	180	$75.00	$13,500.00	$52.75	$9,495.00	$65.00	$11,700.00	$55.00	$9,900.00
21	SALVAGE AND REINSTALL PAVER DRIVEWAY	Sq. Yd.	10	$100.00	$1,000.00	$209.00	$2,090.00	$330.00	$3,300.00	$317.00	$3,170.00
22	TEMPORARY TRAFFIC CONTROL	Lump Sum	1	$12,000.00	$12,000.00	$2,638.00	$2,638.00	$6,300.00	$6,300.00	$2,695.00	$2,695.00
23	STORM DRAIN INLET PROTECTION	Each	45	$250.00	$11,250.00	$217.00	$9,765.00	$550.00	$24,750.00	$300.00	$13,500.00
24	SEDIMENT CONTROL LOGS TYPE STRAW	Lin. Ft.	520	$6.00	$3,120.00	$4.45	$2,314.00	$4.00	$2,080.00	$4.50	$2,340.00
25	SEED MIX 25-141 WITH HYDRAULIC MATRIX MULCH	Acre	0.1	$20,000.00	$2,000.00	$20,418.00	$2,041.80	$10,000.00	$1,000.00	$20,000.00	$2,000.00
26	SODDING TYPE LAWN	Sq. Yd.	820	$20.00	$16,400.00	$11.40	$9,348.00	$14.00	$11,480.00	$21.00	$17,220.00
27	COMMON TOPSOIL BORROW (LV)	Cu. Yd.	130	$45.00	$5,850.00	$53.45	$6,948.50	$65.00	$8,450.00	$81.94	$10,652.20
28	LANDSCAPING RESTORATION	Allowance	1	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00
29	IRRIGATION AND PET CONTAINMENT SYSTEMS REPAIRS	Allowance	1	$7,500.00	$7,500.00	$7,500.00	$7,500.00	$7,500.00	$7,500.00	$7,500.00	$7,500.00
30	4" PERF PVC SDR 35 PIPE DRAIN	Lin. Ft.	200	$60.00	$12,000.00	$12.10	$2,420.00	$28.00	$5,600.00	$19.25	$3,850.00
31	DRAIN SUMP BASIN	Each	1	$300.00	$300.00	$506.00	$506.00	$1,700.00	$1,700.00	$560.00	$560.00
32	24" SOLID LINE MULTI COMP GR IN	Lin. Ft.	46	$20.00	$920.00	$21.10	$970.60	$21.00	$966.00	$14.30	$657.80
33	CROSSWALK MULTI COMP GR IN	Sq. Ft.	396	$12.00	$4,752.00	$15.05	$5,959.80	$13.60	$5,385.60	$13.75	$5,445.00
					$633,767.00		$498,677.45		$643,896.10		$617,665.85

Item Code	Item Description	UofM	Quantity	Engineer Estimate Unit Price	Engineer Estimate Extension	GMH Asphalt Corporation Unit Price	GMH Asphalt Corporation Extension	S.M. Hentges & Sons, Inc. Unit Price	S.M. Hentges & Sons, Inc. Extension	Northwest Unit Price	Northwest Extension
	VASSERMAN RIDGE-STORM SEWER										
1	REMOVE MH/CB	Each	1	$2,500.00	$2,500.00	$1,145.00	$1,145.00	$1,500.00	$1,500.00	$2,180.00	$2,180.00
2	INSTALL 72" DIA. MH/CB WITH SUMP	Each	1	$16,000.00	$16,000.00	$9,811.00	$9,811.00	$12,000.00	$12,000.00	$8,350.00	$8,350.00
3	SEWER PIPE JOINT SEALING	Each	4	$2,500.00	$10,000.00	$5,064.00	$20,256.00	$6,500.00	$26,000.00	$2,750.00	$11,000.00
4	ADJUST CASTING AND INSTALL NEW RINGS	Each	21	$1,100.00	$23,100.00	$473.00	$9,933.00	$800.00	$16,800.00	$715.00	$15,015.00
5	INSTALL NEW CASTING ASSEMBLY AND RINGS	Each	6	$2,000.00	$12,000.00	$971.00	$5,826.00	$1,400.00	$8,400.00	$1,470.00	$8,820.00
					$63,600.00		$46,971.00		$64,700.00		$45,365.00
	VASSERMAN RIDGE-SANITARY SEWER										
1	ADJUST CASTING AND INSTALL NEW RINGS	Each	23	$1,100.00	$25,300.00	$2,574.00	$59,202.00	$1,100.00	$25,300.00	$962.00	$22,126.00
2	INSTALL NEW CASTING ASSEMBLY AND RINGS	Each	6	$2,000.00	$12,000.00	$1,861.00	$11,166.00	$1,500.00	$9,000.00	$1,512.00	$9,072.00
3	RECONSTRUCT MANHOLE	Each	2	$3,000.00	$6,000.00	$3,432.00	$6,864.00	$3,200.00	$6,400.00	$2,825.00	$5,650.00
4	REPAIR MANHOLE: GROUT/SEAL MANHOLE JOINTS	Each	5	$1,500.00	$7,500.00	$2,937.00	$14,685.00	$2,900.00	$14,500.00	$6,935.00	$34,675.00
5	REPAIR MANHOLE: REBUILD INVERT	Each	3	$2,000.00	$6,000.00	$4,619.00	$13,857.00	$4,500.00	$13,500.00	$2,125.00	$6,375.00
					$56,800.00		$105,774.00		$68,700.00		$77,898.00
	VASSERMAN RIDGE-WATERMAIN										
1	ADJUST GATE VALVE AND BOX	Each	7	$800.00	$5,600.00	$911.00	$6,377.00	$350.00	$2,450.00	$385.00	$2,695.00
2	REMOVE AND REPLACE UPPER SECTION OF GATE VALVE BOX	Each	1	$1,200.00	$1,200.00	$1,220.00	$1,220.00	$750.00	$750.00	$577.50	$577.50
					$6,800.00		$7,597.00		$3,200.00		$3,272.50
				VASSERMAN RIDGE TOTAL	**$760,967.00**		**$659,019.45**		**$780,496.10**		**$744,201.35**
				BID TOTAL	**$7,772,680.00**		**$6,218,794.49**		**$6,530,078.75**		**$6,598,439.25**

Note: The Bid Totals reflect the corrected totals based on the revised bid quantity for Item Bituminous Ramp Curb Wedge listed under the Removals, Grading, Paving, and Restoration Section for Fox Hollow. The quantity on the Bid Form was incorrectly listed as 1,217 lin. ft. The correct quantity is 12,170 lin. ft.

Fox Hollow Area Property Assessment

							ASSESSMENT - UNIT		
Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9	Column10
PROPERTY NUMBER	PIN	PARCEL ADDRESS	TAXPAYER NAME	TAXPAYER ADDRESS	TAXPAYER CITY, ST ZIP	PROPERTY TYPE	ASSESSMENT UNITS	REHAB METHOD	PROPERTY ASSESSMENT
201	252730010	10 FOX HOLLOW DR	RYAN PARKER	10 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
202	252730020	20 FOX HOLLOW DR	NORA J AND JEFFREY D W KIRKWOLD	20 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
203	252730030	30 FOX HOLLOW DR	VALYA RAMAKRISHNAN	30 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
204	252730840	31 FOX HOLLOW DR	KRISTINA THEODOSOPOULOS	31 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
205	252730040	40 FOX HOLLOW DR	CONSTANCE M KEEFE	40 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
206	252730850	41 FOX HOLLOW DR	JEFFERY B & CYNTHIA S HALL	41 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
207	252730100	100 FOX HOLLOW DR	BRADY P TOMLINSON	100 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
208	252730110	110 FOX HOLLOW DR	ORHAN AND PATRICIA UNER TTEE OF TRUST	110 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
209	252730120	120 FOX HOLLOW DR	ANN MARIE S FREEMAN	120 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
210	252730550	121 FOX HOLLOW DR	DAVID V ALBRIGHT	121 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
211	252730130	130 FOX HOLLOW DR	FRANK & MELODY K KLOIDA	130 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
212	252730540	131 FOX HOLLOW DR	DAVID P & SUSAN E VONFRUKE	131 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
213	252730530	141 FOX HOLLOW DR	HENRY L AND LINDA L WALTON REV TR	141 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
214	252730190	160 FOX HOLLOW DR	MICHAEL & MARGARET SCHREIBER	160 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
215	252730810	161 FOX HOLLOW DR	JENNA VOGEL	161 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
216	252760030	170 FOX HOLLOW DR	DARON WALTER	170 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
217	252730820	171 FOX HOLLOW DR	ROBERT WIESE	171 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
218	252760020	180 FOX HOLLOW DR	CHET A OLINGER	180 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
219	252730830	181 FOX HOLLOW DR	HPA BORROWER 2018-1 MS LLC	PO BOX 4900	SCOTTSDALE, AZ 85261	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
220	252760010	200 FOX HOLLOW DR	EDITH N DULL	200 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
221	255570120	220 FOX HOLLOW DR	ANDREW B & JULIE S ROTHMAN	220 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
222	255570110	240 FOX HOLLOW DR	KARL F FITZLOFF	240 FOX HOLLOW DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
223	252730050	50 HUNTERS CT	ALEJANDRO VIVA	50 HUNTERS CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
224	252730060	60 HUNTERS CT	MICHAEL P, EMILIE B PETERSON GROENEWOLD	60 HUNTERS CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
225	252730070	70 HUNTERS CT	DAVID F WANEK	70 HUNTERS CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
226	252730080	80 HUNTERS CT	DANIEL J BUJOLD	80 HUNTERS CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
227	252730090	90 HUNTERS CT	WEI WEI MA	90 HUNTERS CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
228	252730140	140 BLUFF RIDGE CT	THE CARLSON FAMILY TRUST	140 BLUFF RIDGE CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
229	252730150	150 BLUFF RIDGE CT	KEVIN & CHERYL PETERSON	150 BLUFF RIDGE CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
230	252730160	160 BLUFF RIDGE CT	THOMAS VANDEHEI	160 BLUFF RIDGE CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
231	252730170	170 BLUFF RIDGE CT	LYA M HURST	170 BLUFF RIDGE CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
232	252730180	180 BLUFF RIDGE CT	XIAOBIN YING GU WANG	180 BLUFF RIDGE CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
233	252780050	110 GRAY FOX LN	PIYALI GUHATHAKURTA	110 GRAY FOX LN	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
234	252780040	130 GRAY FOX LN	STEPHEN G & SUSANNE THEISSEN	130 GRAY FOX LN	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
235	252780030	150 GRAY FOX LN	WAYNE A & JULIE K SIEBER	150 GRAY FOX LN	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
236	252780020	170 GRAY FOX LN	ANTHONY LEIF	170 GRAY FOX LN	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
237	252780010	190 GRAY FOX LN	KRISTOFER K & TRACI L RYDMARK	190 GRAY FOX LN	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
238	255570040	6400 PLEASANT PARK DR	TAYLOR J KOHL	6400 PLEASANT PARK DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
239	255570030	6410 PLEASANT PARK DR	THE NAROG LIVING TRUST	6410 PLEASANT PARK DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
240	255570050	6411 PLEASANT PARK DR	MATTHEW STELLMACHER	6411 PLEASANT PARK DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
241	255570020	6420 PLEASANT PARK DR	ABIJAH MUTHYALA	6420 PLEASANT PARK DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
242	255570070	6421 PLEASANT PARK DR	MEGAN MARIE REILLY	6421 PLEASANT PARK DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
243	255570010	6430 PLEASANT PARK DR	PHILIP B, WENDY M LANIGAN SAILOR	6430 PLEASANT PARK DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
244	255570080	6431 PLEASANT PARK DR	DAVIS OGILVIE	6431 PLEASANT PARK DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
245	255570090	6441 PLEASANT PARK DR	WALKER 2021 IRREVOCABLE LEGACY TRUST	6441 PLEASANT PARK DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
246	255570100	6451 PLEASANT PARK DR	LEONARD J GROSCHEN TR	6451 PLEASANT PARK DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
247	252730200	6500 GRAY FOX CURV	JEFFREY J & DIANE L BROWN	6500 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
248	252730210	6502 GRAY FOX CURV	NATHAN PAULSON	6502 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
249	252730860	6503 GRAY FOX CURV	YANG XU	6503 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
250	252730220	6504 GRAY FOX CURV	CHRISTOPHER SMITH	6504 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
251	252730870	6505 GRAY FOX CURV	SVETLANA COLVILLE	6505 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
252	252730230	6506 GRAY FOX CURV	SEAN MADSON	6506 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
253	252730880	6507 GRAY FOX CURV	QUINN COUGHLIN	6507 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
254	252730240	6508 GRAY FOX CURV	IDRISS M KHADIJA, ELBEKRAOUI ELBEKRAOUI	6508 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
255	252730890	6509 GRAY FOX CURV	JEFFREY R & TERESE C KRULIK	6509 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
256	252730250	6510 GRAY FOX CURV	ROBERTA BROUGHTON	6510 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
257	252740020	6511 GRAY FOX CURV	JEFFREY P & RONDA M SEILER	6511 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
258	252730260	6512 GRAY FOX CURV	SHANE T FLANNERY	4955 W 86TH ST	CHASKA, MN 55318	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
259	252740030	6513 GRAY FOX CURV	DANIEL P & ANNETTE M MAXWELL	6513 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
260	252730340	6514 GRAY FOX CURV	ERIC E ROTH	6514 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
261	252740010	6515 GRAY FOX CURV	ANDREW HOGG	6515 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
262	252730350	6516 GRAY FOX CURV	RUI HUANG & TENGFEI SONG JOINT TRUST	6516 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
263	252730570	6517 GRAY FOX CURV	SCOTT A & SUSAN T MITCHELL	6517 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
264	252730360	6518 GRAY FOX CURV	PATRICIA D BESSER	6518 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
265	252730580	6519 GRAY FOX CURV	AKEEM ADEWUSI	6519 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
266	252730370	6520 GRAY FOX CURV	SCOTT W & RHONDA S KULLMAN	6520 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
267	252730590	6521 GRAY FOX CURV	BRADLEY BLADINE	6791 BRIARWOOD CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
268	252730380	6522 GRAY FOX CURV	LISA N DOUGHERTY	6522 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00

269	252730600	6523 GRAY FOX CURV	DAN R PIERCE	6523 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
270	252730390	6524 GRAY FOX CURV	JUSTIN C JOHNSON	6524 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
271	252730610	6525 GRAY FOX CURV	MARY K MCDONALD	6525 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
272	252730400	6526 GRAY FOX CURV	DEBORAH A KERSHAW	6526 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
273	252730620	6527 GRAY FOX CURV	ROGER L PIERCE	6527 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
274	252730410	6528 GRAY FOX CURV	PARKER LIVING TRUST	6528 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
275	252730630	6529 GRAY FOX CURV	JEFFREY NOURSE	6529 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
276	252730470	6530 GRAY FOX CURV	PETER D JOHNSON	6530 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
277	252730640	6531 GRAY FOX CURV	ELIZABETH DROTNING HARTWELL	6531 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
278	252730480	6532 GRAY FOX CURV	TIMOTHY R, CAROLYN K MARTIN KLUENDER	6532 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
279	252730650	6533 GRAY FOX CURV	SAMUEL CAMPBELL	6533 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
280	252730490	6534 GRAY FOX CURV	STEVEN J & LUANN LUTGEN	6534 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
281	252730660	6535 GRAY FOX CURV	AARON BOYER	6535 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
282	252730500	6536 GRAY FOX CURV	THE SCHEFFLER LIVING TRUST	6536 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
283	252730670	6537 GRAY FOX CURV	JEFFREY B & DONNA M DAHL	6537 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
284	252730510	6538 GRAY FOX CURV	AARON KOHRS	6538 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
285	252730680	6539 GRAY FOX CURV	KENTON & JULIA KELLY	6539 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
286	252730520	6540 GRAY FOX CURV	KENT AND CONNIE OLIVER TR	6540 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
287	252730690	6541 GRAY FOX CURV	NICHOLAS S AND CARYL A MANOLES TRUST	6541 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
288	252730700	6543 GRAY FOX CURV	NATHANIEL BURNS	6543 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
289	252730710	6545 GRAY FOX CURV	CARRIE M BARCLAY	6545 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
290	252730720	6547 GRAY FOX CURV	STEVEN J HARROLD	6547 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
291	252730730	6549 GRAY FOX CURV	BRUCE M EDWARDS	6549 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
292	252730740	6551 GRAY FOX CURV	SCOTT M STEINKAMP	6551 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
293	252730750	6553 GRAY FOX CURV	BRIAN E NORMAN	6553 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
294	252730760	6555 GRAY FOX CURV	ANN WENDLING	6555 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
295	252730770	6557 GRAY FOX CURV	JOSEPH D KNOBLAUCH	1465 KNOB HILL LN	EXCELSIOR, MN 55331	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
296	252730780	6559 GRAY FOX CURV	MARKUS & MIGNON FAELDONEA	6559 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
297	252730790	6561 GRAY FOX CURV	CHAD R LUNSKI	6561 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
298	252730800	6563 GRAY FOX CURV	DORIS E CARLSON	6563 GRAY FOX CURV	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
299	252730300	6520 QUAIL XING	ALEXIS PENDON	6520 QUAIL XING	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
300	252730290	6521 QUAIL XING	GLEN & STEPHANIE SKRIVSETH	6521 QUAIL XING	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
301	252730310	6530 QUAIL XING	JOSEPH JR & KELLY J FERNANDES	6530 QUAIL XING	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
302	252730280	6531 QUAIL XING	STEPHEN VIEL	6531 QUAIL XING	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
303	252730320	6540 QUAIL XING	DAVID E & SHARON T TUPPER	6540 QUAIL XING	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
304	252730270	6541 QUAIL XING	ANDREW C SCHIEFELBEIN	6541 QUAIL XING	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
305	252730330	6550 QUAIL XING	ASHLEY DIVISH	6550 QUAIL XING	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
306	252730460	6561 FOXTAIL CT	AMY KIM SCHROEDER-TOYA	6561 FOXTAIL CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
307	252730450	6571 FOXTAIL CT	ROBERT & CATHERINE ENGELHARDT	6571 FOXTAIL CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
308	252730440	6581 FOXTAIL CT	MATTHEW THOMAS PELTO	6581 FOXTAIL CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
309	252730430	6591 FOXTAIL CT	JUSTIN ROBINSON	6591 FOXTAIL CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
310	252730420	6595 FOXTAIL CT	JOHN DAVID SCHULTZ	6595 FOXTAIL CT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	RECONSTRUCTION	$9,550.00
311	252910030	6440 FOX DR	BENJAMIN C KRUEGER	6440 FOX DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
312	252910040	6441 FOX DR	JOEL SCHRIMPF	6441 FOX DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
313	252910020	6450 FOX DR	SARAH STEINER	6450 FOX DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
314	252910050	6451 FOX DR	JOLIE ODAM	6451 FOX DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
315	252910010	6460 FOX DR	ANDREW MOGENSEN	6460 FOX DR	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
316	252910060	6461 FOX DR	ANJALI DAHIYA	18310 KYLIE COURT	MINNETONKA, MN 55345	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
						TOTALS	**116**		**$1,068,256.00**

Vasserman Ridge Area Property Assessment

							ASSESSMENT - UNIT		
Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9	Column10
PROPERTY NUMBER	PIN	PARCEL ADDRESS	TAXPAYER NAME	TAXPAYER ADDRESS	TAXPAYER CITY, ST ZIP	PROPERTY TYPE	ASSESSMENT UNITS	REHAB METHOD	PROPERTY ASSESSMENT
101	258280210	7602 RIDGEVIEW WAY	JOE AND EILEEN KIEFFER LIV TR	7602 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
102	258280220	7608 RIDGEVIEW WAY	TODD BENJAMIN BULLINGER	7608 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
103	258290010	7614 RIDGEVIEW WAY	SRIRAM GAYATHRI, SAMBASIVAN VISWANATHAN	7614 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
104	258290020	7620 RIDGEVIEW WAY	DAVID KLEINSCHMIT	7620 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
105	258290030	7626 RIDGEVIEW WAY	R AND T SWANSON REV LIV TR	7626 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
106	258290040	7632 RIDGEVIEW WAY	DAVID W & LORI E MOSER	7632 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
107	258290280	7633 RIDGEVIEW WAY	TAMARA LAINE HODGINS REV TR	7633 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
108	258290050	7638 RIDGEVIEW WAY	CHAD A HAMANN TRUST AGREEMENT	7638 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
109	258290270	7639 RIDGEVIEW WAY	BRIAN F SCHOENBERGER	418 AMBERG LN	CHASKA, MN 55318	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
110	258290060	7644 RIDGEVIEW WAY	MELISSA GRANT	7644 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
111	258290260	7645 RIDGEVIEW WAY	DAVID DONELSON	7645 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
112	258290070	7650 RIDGEVIEW WAY	TIMOTHY M & VALERIE R PASS	7650 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
113	258290250	7651 RIDGEVIEW WAY	ERIC KEITH & REGINA H DEANES	7651 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
114	258290080	7656 RIDGEVIEW WAY	ANDREW MELROY	7656 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
115	258290240	7657 RIDGEVIEW WAY	EMILY HARRIS	7657 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
116	258290090	7662 RIDGEVIEW WAY	PATRICK J DEWALL	7662 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
117	258290230	7663 RIDGEVIEW WAY	JESSICA MILLER-STICKSEL	7663 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
118	258290150	7668 RIDGEVIEW WAY	DEREK & KRISTI BUSH	7668 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
119	258290220	7669 RIDGEVIEW WAY	BENJAMIN FIMAN	7669 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
120	258290160	7674 RIDGEVIEW WAY	ERIK A MOORE	7674 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
121	258290210	7675 RIDGEVIEW WAY	STACEY N DOVE REV TR	7675 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
122	258290170	7680 RIDGEVIEW WAY	ARIAN TAVAKOLIAN	7680 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
123	258290180	7686 RIDGEVIEW WAY	DAVID J VESLEDAHL	7686 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
124	258290190	7692 RIDGEVIEW WAY	RICHARD F & LISA BIRHANZEL	7692 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
125	258310040	7698 RIDGEVIEW WAY	SAMUEL R BLOOM	7698 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
126	258310090	7699 RIDGEVIEW WAY	HOLSHOUSER FAMILY TRUST	7699 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
127	258310030	7704 RIDGEVIEW WAY	JINJUN XIAO	7704 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
128	258310080	7705 RIDGEVIEW WAY	ANDREW S EILERTSON	7705 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
129	258310020	7710 RIDGEVIEW WAY	T KLEIN AND S DAUGHERTY KLEIN	7710 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
130	258310070	7711 RIDGEVIEW WAY	STEVEN R SHELDON	7711 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
131	258310010	7716 RIDGEVIEW WAY	MATTHEW BERHOW	7716 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
132	258310060	7717 RIDGEVIEW WAY	ADAM H & CHRISTINE M BAUMAN	7717 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
133	258310050	7723 RIDGEVIEW WAY	JILL D EVERSMAN LIVING TRUST	7723 RIDGEVIEW WAY	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
134	258290130	7563 RIDGEVIEW PT	DANIEL E & STACY L BENO	7563 RIDGEVIEW PT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
135	258290120	7569 RIDGEVIEW PT	TODD A & KATHLEEN M PRICE	7569 RIDGEVIEW PT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
136	258290140	7574 RIDGEVIEW PT	ERIC J ZORN REVOCABLE TRUST	7574 RIDGEVIEW PT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
137	258290110	7575 RIDGEVIEW PT	LU KWOK WONG NG LI	7575 RIDGEVIEW PT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
138	258290100	7581 RIDGEVIEW PT	KYAN G HECK	7581 RIDGEVIEW PT	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
139	258290200	7670 VASSERMAN TRL	DAVID J JR & ILA J WHEELER	7670 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
140	258310100	7676 VASSERMAN TRL	PATRICK LAM	7676 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
141	258310310	7677 VASSERMAN TRL	DANIEL P & KELLY L BOCK	7677 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
142	258310110	7682 VASSERMAN TRL	KEVIN R & KELLY C KOEMPTGEN	7682 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
143	258310320	7683 VASSERMAN TRL	SIBLEY LIVING TRUST	7683 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
144	258310120	7688 VASSERMAN TRL	JESSE TIDWELL	7688 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
145	258310330	7689 VASSERMAN TRL	DEREK E THOMAS	7689 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
146	258310340	7695 VASSERMAN TRL	KEVIN POWELL	7695 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
147	258280225	7701 VASSERMAN TRL	VASSERMAN RIDGE MASTER ASSOC	6438 CITY WEST PKWY	EDEN PRAIRIE, MN 55344		1	MILL AND OVERLAY	$2,940.00
148	258280100	7710 VASSERMAN TRL	JOHN SCHULLO	7710 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
149	258280090	7714 VASSERMAN TRL	TIMOTHY J GUILFOIL	20750 N 87TH ST UNIT 2095	SCOTTSDALE, AZ 85255	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
150	258280200	7715 VASSERMAN TRL	MARK I & MAUREEN E MAGNUSON	7715 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
151	258280190	7719 VASSERMAN TRL	GEORGE M JANDL	7719 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
152	258280080	7720 VASSERMAN TRL	CHERYL A STANTON	7720 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
153	258280070	7724 VASSERMAN TRL	JEFFREY D HELSTROM	7724 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
154	258280180	7725 VASSERMAN TRL	DANIEL L REVSBECH	7725 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
155	258280170	7729 VASSERMAN TRL	GELINO FAMILY TRUST	7729 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
156	258280060	7730 VASSERMAN TRL	MARLENE J OLSON	7730 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
157	258280050	7734 VASSERMAN TRL	BRADLEY J STARK	7734 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
158	258280160	7735 VASSERMAN TRL	JULIE ANN ERICKSON ROJAS	7735 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
159	258280150	7739 VASSERMAN TRL	BRENT RICKENBACH REVOCABLE TRUST	7739 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
160	258280040	7740 VASSERMAN TRL	DIANE JULSON	7740 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
161	258280030	7744 VASSERMAN TRL	THOMAS W KRAUS TRUST	7744 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
162	258280140	7745 VASSERMAN TRL	JAMES H & AMELIA A CHMURA	7745 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
163	258280130	7749 VASSERMAN TRL	VASSERMAN LLC	6918 W VAN RD	DULUTH, MN 55803	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
164	258280020	7750 VASSERMAN TRL	THE RITA K MASON REVOCABLE TRUST	7750 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
165	258280010	7754 VASSERMAN TRL	DUANE A & LOIS I LUBBERS JT REV TRUST	7754 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
166	258280120	7755 VASSERMAN TRL	GERALD P & PEGGY A WOLFE	7755 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
167	258280110	7759 VASSERMAN TRL	SHIELDS FAM TR	7759 VASSERMAN TRL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
168	258310130	7702 VASSERMAN PL	SCOTT L COCHRAN	7702 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00

169	258310300	7703 VASSERMAN PL	DANIEL AND DIANE EIDSMO REV LIV TR	7703 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
170	258310140	7706 VASSERMAN PL	DEL J AND BARBARA A VANDERPLOEG	7706 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
171	258310290	7707 VASSERMAN PL	B & J BARGANZ REV TR	590 W 32830 GRANITE TRL	MUKWONAGO, WI 53149	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
172	258310150	7712 VASSERMAN PL	STEFANIE AMUNDSON	7712 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
173	258310280	7713 VASSERMAN PL	PETERSON LIVING TRUST	7713 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
174	258310160	7716 VASSERMAN PL	MARCIA M MAYO	7716 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
175	258310270	7717 VASSERMAN PL	BONNIE L MCGILL REVOC TRUST	7717 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
176	258310170	7722 VASSERMAN PL	SALLY KANGAS	7722 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
177	258310180	7726 VASSERMAN PL	CANDICE L CRANDALL REV TR	7726 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
178	258310190	7732 VASSERMAN PL	NANCY C SUTHERLAND	7732 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
179	258310200	7736 VASSERMAN PL	HAIGHT LIVING TRUST	7736 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
180	258310210	7742 VASSERMAN PL	DARRELL L BUELL	7742 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
181	258310220	7746 VASSERMAN PL	EVANS REV LIVING TRUST	7746 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
182	258310230	7752 VASSERMAN PL	STANLEY W MARY LYNN, VALENSKY VALENSKY	7752 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
183	258310240	7756 VASSERMAN PL	PAUL J WOLETZ	7756 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
184	258310250	7762 VASSERMAN PL	ARTEMAS MARY K ROBERTS ROBERTS	7762 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
185	258310260	7766 VASSERMAN PL	KENDALL LIVING TRUST	7766 VASSERMAN PL	CHANHASSEN, MN 55317	SINGLE FAMILY	1	MILL AND OVERLAY	$2,940.00
						TOTALS	**85**		**$249,900.00**

CITY OF CHANHASSEN
ASSESSMENT POLICY

Date of Last City Council Adoption: May 5, 2025

The City of Chanhassen's Assessment Policy is intended to provide general direction to City Staff and their consultants in preparation of assessment rolls to establish fair and consistent treatment of all properties within the City that are subject to an assessment. This document can also be used to educate and explain to property owners about the Policy. All assessments shall follow the process outlined in Minnesota State Statutes, Chapter 429, which gives the City the legal authority to assess benefiting property for public improvements.

The strict interpretation of this Policy may not apply in all circumstances, it is intended to be a guide for a systematic process. The City Council may direct staff to use special consideration and discretion for the assessment methodology on projects.

WHICH PROPERTIES ARE TO BE ASSESED

Determination about which properties are to be included in the assessment role generally fall into two (2) property types:

1. Type 1: Land use that generates a low level of vehicular traffic, such as low-density residential properties.
    - These properties shall be included in the assessment role for public street improvements that have their primary driveway access, or that it can be reasonably determined will have a future driveway access, to the street being rehabilitated. This includes property with a shared driveway or private street access to the public street, except where said private street meets applicable criteria to allow for a reduced or no assessment. The policy acknowledges that private streets are not maintained by the City and therefore all costs associated with the maintenance of them are borne by the property legally required to maintain them. Applicable criteria of private streets includes whether the street meets City Code requirements with respect to width, pavement section, and appropriate fire apparatus turn-around.
2. Other land use property types that generate increased levels of vehicular traffic, such as commercial, multi-family, or schools.
    - These properties shall be included in the assessment role for all adjacent public street improvement projects, regardless of which street their primary driveway takes access from, or the number of driveway access points; unless it can be reasonably determined that the use of the property does not have any traffic impact on the adjacent public street receiving the improvements.

ASSESSMENT METHODOLOGY

There are various ways to calculate assessments. The typical methodology is based on the number of parcels, an area, or linear foot calculation. Chanhassen has also developed a policy that utilizes a flat rate, meaning all parcels to be assessed receive the same assessment regardless of any particular property characteristic.

- For property type 1 listed above, the properties to be assessed will receive an assessment amount equal to the flat rate for which rehabilitation type the project is utilizing (mill and overlay, full depth reclamation, or reconstruction). The flat rate is established on the City's Fee Schedule, which is updated and approved by the City Council annually. The flat rate utilized for a project will be the rate that is in effect on the date the assessment role is adopted.
- For property type 2 listed above, the City shall use the calculation method that creates a reasonable distribution of assessments across the entire roll.

- Where reasonable to do so, when more than one "neighborhood" is contained within the same project, the assessment roll may be calculated per each neighborhood, rather than the total project. This would not apply to property type 1 as they would all receive a flat rate assessment.
- Unless otherwise exempt, public property, government land, private associations, schools, churches, and non-profit property uses shall be included in the assessment roll.
- Commercial property, and Medium and High-Density Residential property shall be assessed based on a reasonable determination of vehicular traffic generated.
- A duplex that is located on a single parcel, shall be considered two units. Generally, when traffic volumes are used as the assessment methodology, a Residential Equivalent Unit (REU) or similar other unit assessment relationship shall be used.

NEW CONSTRUCTION: 100% assessed to all benefitting properties.

New construction is typically paid for by the development itself and therefore not formally assessed. In some instances, the City will undertake proactive installation of public utilities to unserved areas and then assess the benefiting properties, or establish an improvement district/area with deferred access charges to cover the cost for the added service. In other instances, properties may petition the City directly for the installation of the public improvements in which case 100% of the costs are paid for by the benefiting properties.

Assessable Costs Include:
- Construction of a new public street, trail and/or sidewalk.
- Installation of public water main, storm sewer and/or sanitary sewer system, including appurtenances (structures, valves, hydrants, lift stations, etc.), where it did not previously exist.
- Indirect costs (design, legal, and administration fees).

Notes:
- Oversizing of streets and utilities beyond the city's standard details, or what is needed for the development itself, are paid for by the city and are typically not assessed.

RECONSTRUCTION/REHABILITATION: 40% assessed to all benefitting properties, unless a flat rate methodology is utilized.

When determining the rehabilitation method to be used, the following decision matrix shall be used for planning purposes:

Question	If Yes	If No
Does the street need to change its intended use; change to meet our current standard (width, thickness, C&G, drainage, etc.); and/or has it met its useful service life (~50 yrs)?	Plan for Reconstruction	Move to next question
Is the pavement condition OCI between 0 and 29?	Plan for Reconstruction	Move to next question
Is the pavement condition OCI between 30 and 59?	Plan for FDR	Move to next question
Is the pavement condition OCI greater than 60?	Plan for M&O	n/a

Notes:
- Once a project is under design, an engineering analysis will be undertaken to determine the appropriate rehabilitation method.

- Two inches (2”) shall be the standard depth for a mill and overlay unless particular circumstances exist. Under such circumstances, the flat rate will not be adjusted.

Assessable Costs Include:

- Pavement associated with public streets, trails and/or sidewalks. This includes draintile, geotechnical (soil corrections, etc.), and other improvements needed to support the function of the pavement structure.
    - In situations where there is no existing trail or sidewalk infrastructure, but such improvements are being added by the project, the costs associated with the addition shall not be assessed unless particular circumstances exist such as when the benefit of the new infrastructure is of primary benefit to the assessable properties only.
- Curb and gutter, including curb impacted solely by utility improvements.
- Driveway pavement and aprons directly affected by the project work.
- Storm Sewer and appurtenances associated with street drainage.
- Multi-Modal improvements such as ADA ramps and actuated pedestrian crossings such as Rectangular Rapid-Flashing Beacons (RRFB’s).
- Signing and striping.
- Retaining walls required within the Right-of-Way.
- Tree removal and/or landscaping improvements directly affected by the project work.
- Applicable percentage of indirect costs (design, legal, and admin fees).

Notes:

- If a residential property has access from a collector or otherwise oversized street, the assessment amount shall be based on an equitable formula compared to a typical local roadway, including normalizing to a city standard width, typical street pavement section, typical lot width, and other applicable factors. This normalization does not apply to a flat rate assessment.
- Pavement projects on streets that provide direct access to Chanhassen property(s) that are being implemented by an adjacent municipality shall not be assessed to the Chanhassen property(s) unless the adjacent municipality is assessing the benefiting property in their jurisdiction as part of the project.
- Replacement, maintenance, or repair of existing public water main, sanitary sewer, and indirect stormwater management infrastructure shall not be assessed. The City will pay 100% of these improvement costs out of the associated enterprise fund.

REGULAR MAINTENANCE: Benefiting properties are not assessed.

- Activities Include: Pavement patching, pothole filling, crack sealing, chip sealing, sealcoating, sign maintenance, lighting, and pavement markings.

PAYMENT OPTIONS

- Assessments can be paid in full up-front with no finance charge, otherwise the assessment will be certified to the County and added to annual property taxes with interest.
- If elected to add to annual property taxes, the balance can be paid off at any time during the term if requested by the property owner.
- Interest will be charged to property owners who choose to not pay their assessments in full by November 15th in the year the special assessment is levied. The interest rate will be equal to the yield on the 7-year Treasury Note on the date the special assessment roll is adopted, plus 1.0%.

- Unless approved otherwise by the City Council, the maximum financing term for assessments shall be as follows:
    - $0-$500 1 year
    - $501-$2,500 5 years
    - $2,501-$5,000 8 years
    - $5,001-$15,000 10 years
    - $15,001 and above 15 years

HARDSHIP ASSESSMENT DEFERAL FOR SENIORS, DISABLED, OR MILITARY PERSONS

Minnesota Statute §435.193 allows a statutory city to establish standards and guidelines to defer special assessments. A deferment of a special assessment for a homesteaded property may be granted if:

(1) The property is owned by a person 65 years of age or older or retired by virtue of a permanent and total disability* for whom it would be a hardship to make the payments; or
(2) The property is owned by a person who is a member of the Minnesota National Guard or other military reserves who is ordered into active military service, as defined in Minnesota Statutes § 190.05, subdivision 5b or 5c, as stated in the person's military orders, for whom it would be a hardship to make the payments.

The deferment is not an elimination of the assessment, but rather a temporary pause of paying the assessment until the hardship no longer exists. Interest on deferred assessments shall be subject to and charged at the interest rate set by the City Council on its resolution adopting the special assessment, and such interest shall accrue on said principal until the special assessment is paid in full.

The option of the property owner to defer the payment of special assessments shall terminate and all amounts accumulated plus accrued interest (compounded annually) shall become due and payable within sixty (60) days upon the occurrence of any of the following events:

(1) The sale, transfer, or subdivision of the property or any part thereof, or the property is in any way conveyed to another person; or
(2) The subject property loses its homestead status for any reason; or
(3) The death of the owner qualified for deferral status unless a surviving spouse is eligible for benefits hereunder; or
(4) If for any reason the City Council determines that there would be no hardship in requiring an immediate or partial payment of the deferred special assessment.

To request deferral of a special assessment, the property owner must request a deferment on the form prescribed by the City Clerk within thirty (30) days after the adoption of the improvement assessment by the City Council.

The applicant must submit a copy of the federal income tax return from the year prior to the assessment to verify that all sources of income do not exceed the very low-income limits for the Carver County area as established by the Department of Housing and Urban Development.

The property must be the applicant's principal residence and classified on the real estate tax rolls as the applicant's homestead.

City staff will review the application and if the applicant meets the standards and guidelines above, the deferment will be granted.

The City Council has the discretion to make the determination that a hardship exists based on exceptional and unusual circumstances not covered by the standards and guidelines where the determination is made in a

nondiscriminatory manner and does not give the applicant an unreasonable preference or advantage over other applicants.

**Permanent and total disability shall have the same definition for purposes of assessment deferral as is used for social security.*

FREQUENTLY ASKED QUESTIONS

A Frequently Asked Questions (FAQ) document addressing the most common questions concerning assessments is attached to this policy and can also be found on the City's website.

CITY OF CHANHASSEN
FAQs: ASSESSMENTS

What are assessments?
Assessments are charges to benefiting properties utilized to help finance an improvement project. In Chanhassen and most metro area cities, assessments are used to help finance street reconstruction and rehabilitation projects. These projects are programmed via the Pavement Management Program (PMP). Minnesota State Statutes, Chapter 429, allows the City the authority to assess for projects.

Who is assessed for a street improvement project?
Owners of property that directly access a public street, or that have a private driveway that has access to a public street, or that have potential future access within the project area are assessed. These properties are determined to be "benefitting properties" and are assessed a cost based on the City's Assessment Policy.

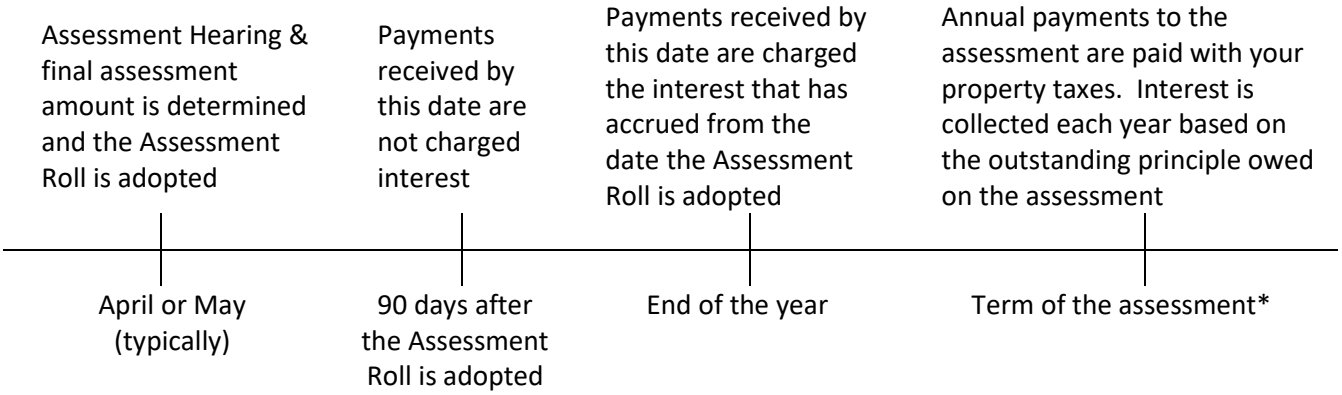
Does the City have an Assessment Policy?
Yes. It can be found on the City's website at this location:
https://www.ci.chanhassen.mn.us/432/Assessment-Policy
The City started assessing for street improvements in 1993. The Policy was last updated in January 2022. For the construction of a new public streets or public utilities, 100% of the cost is assessed to the benefitting properties. For an improvement project of an existing street, 40% of the cost is assessed to the benefitting properties and the City pays 60% of the street improvement cost. 100% of the public storm sewer, sanitary sewer and water main costs associated with the project are paid by the associated utility enterprise funds and are not included in the cost assessed to the benefitting properties.

Why does the City assess for street improvement projects? Why doesn't the City pay 100% of the project cost?
Public streets are part of the City's Multi-Modal transportation system to provide access to all residents. The City acknowledges the system benefit of a street project by paying 60% of the project cost. Benefitting properties use the roads to get to and from their property on a daily basis, which is why they are assessed 40% of the street project cost. When someone buys a new home in a new subdivision, the cost to construct the new infrastructure was incorporated into the purchase price of the home and property by the Developer and thus was the initial assessment to the property.

When is the assessment amount determined?
An estimate of the assessment is calculated with the Feasibility Study, which is typically completed six months to a year before a project begins. The final assessment amount is based on the lowest responsible bid amount and is set by City Council at the assessment hearing,

which typically occurs in April or May of the construction year. Properties being assessed for the project are notified of the assessment hearing formally by US mail, but the process is also communicated by the City via its website, public open houses, the Chanhassen Connection, social media, and at City Council meetings.

What are the payment options for assessments?
Please refer to the timeline below for payment options. The City does not accept partial payments of the assessment.



*You can pay off an assessment after it has been certified to your property taxes. The City of Chanhassen Finance Department will calculate the payoff amount, which will include the interest. The Term is based on a tiered amount found in the Policy.

Why does the City charge interest on assessments?
The City finances the entire project cost until all the assessments have been paid. The interest charged on assessments is the rate the City pays for the bonding (as of the date of the assessment) plus 2%. The interest charged is calculated as simple interest and not a compound interest. Benefitting property owners are encouraged to consult private financial institutions for other ways that can be used to pay off the assessment. This allows the property owner the ability to negotiate the term and interest rates within the competitive market and may have some tax advantages.

What does the Franchise Fees Pay for?
The Franchise Fees (passed in 2018) help pay for the City's cost of the project. In lieu of Franchise Fees, the annual property tax levy would have to be adjusted to fund the overall Pavement Management Program (PMP).

How can I provide input on the project and the planned improvements?
A couple ways:

1. The City and their design consultants typically hold 2 public open houses during the project implementation process. You can attend one or both of these and verbally discuss the project or provide written comments on a comment card at those meetings.
2. Call the City's Engineering Department at (952) 227-1160 and talk to one of the staff working on the project.
3. E-mail the City's Engineering Department at Engineering@ci.chanhassen.mn.us and provide your comments or concerns.

FAQ List

Pavement Management

How long has the Pavement Management Program (PMP) been in place?

The city has always performed some degree of pavement management, but it wasn't a formalized process. Implementation of the current Pavement Management Program (PMP) began in 2020 after the City Council approved the **franchise fee**.

How does the city manage its street pavements?

The city has an outlined Pavement Management Program (PMP) and a dedicated funding source (the PMP Fund). A general tax levy, franchise fees, municipal state aid (MSA), and assessments comprise the revenue of the PMP fund. The projects are outlined in the 5-Yr Capital Improvement Plan (CIP), where the projects are identified on this **map**. *There is a separate FAQ category related to the franchise fee.*

Chanhassen has approximately **119 miles** of city-owned streets and has committed to its residents to provide a systematic rehabilitation and repair program to assure that the streets are serviceable, safe, functional, and provided at a reasonable cost to meet the needs of our residents and the traveling public.

The city is broken up into three geographic areas, and each area is field-reviewed for pavement condition once every three years. This ensures we have accurate and timely information related to the condition of the pavement. The pavement condition is based on a scale from 0-100, where 0 is a completely failed pavement, and 100 is brand new. The city has established a goal to have the average pavement condition across the entire network be 70 or greater. 70 is considered good condition. This means that many streets will have a pavement condition less than 70, and many will have a pavement condition greater than 70, but the average is to stay at or above 70. City staff annually analyzes the condition rating of the streets and proceeds in a manner that "makes sense" and is within the funding provided. The goal of the program is to "do the right maintenance at the right time."

Four (4) maintenance and construction techniques are used as part of the PMP program: Sealcoat, Mill and Overlay, Reclamation, and Reconstruction.

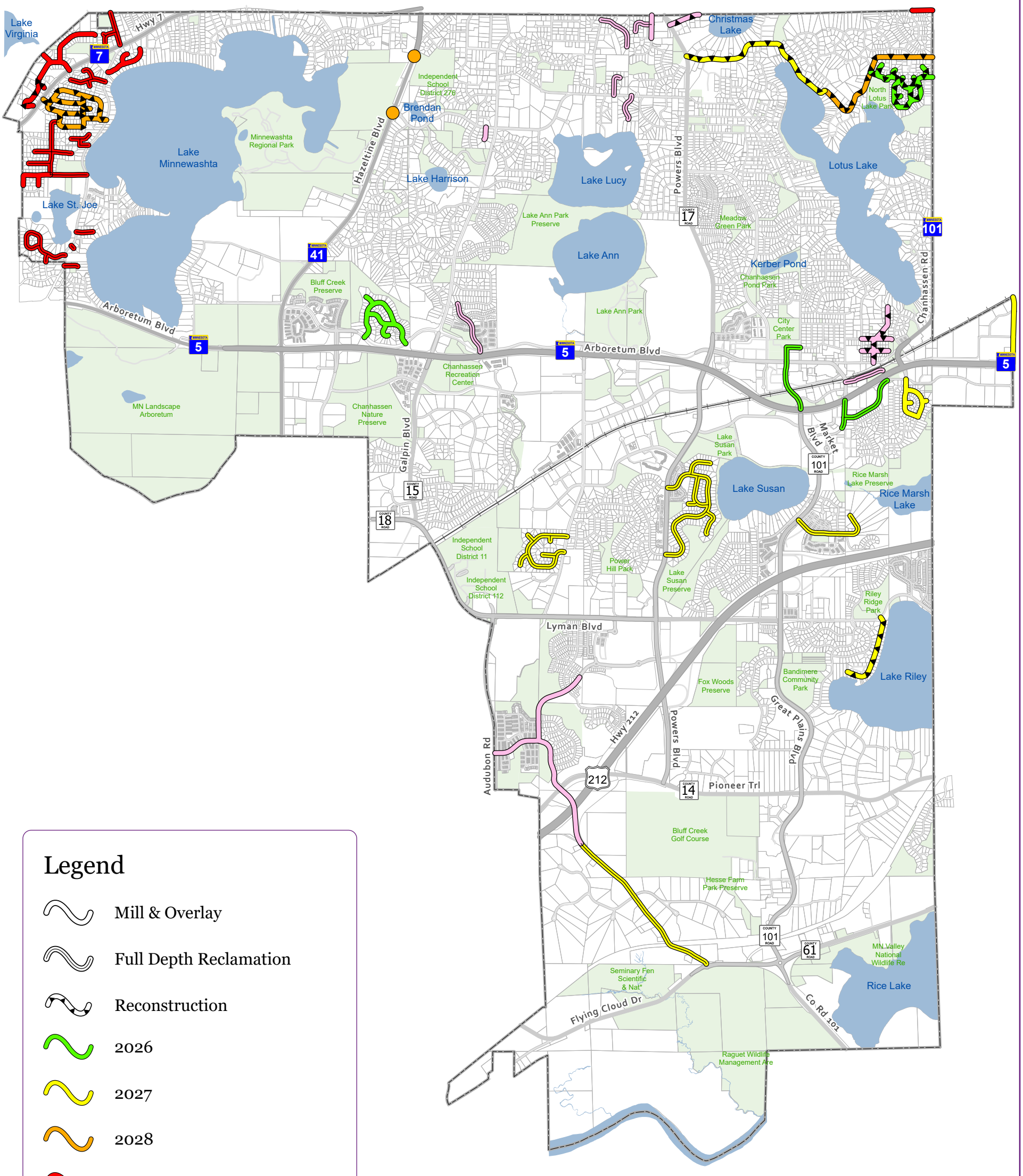
1. **Sealcoat** involves spraying a bituminous adhesive on the existing surface and topping it with small graded aggregate rock. The excess aggregate is swept off and recycled. This activity helps protect the pavement from oxidation and the effects of moisture.
2. **Mill and overlay** involve grinding off the top layer of the surface and installing a new top layer of pavement. This is a structural improvement and extends the life cycle of the original pavement.
3. **Reclamation** takes it a step further, grinding up the asphalt and mixing it with the top part of the rock base to create a new base layer. Then, two new layers of asphalt are installed on top of that base layer. Excess material is generated and must be reused or hauled off and recycled.

4. **Reconstruction** removes and replaces the existing asphalt pavement and aggregate base entirely and installs an entire sand subsection, drain tile, curb, and gutter if not already present.

Some streets, typically the ones with a higher traffic volume, are designated as **municipal state aid routes** and, therefore, are eligible for funding from the state. These streets are typically rehabilitated as separate projects from normal city streets, but the techniques used and the project delivery are no different. All street projects are assessed to benefit properties, whether they are MSA Routes or not. *Assessments have a separate FAQ.*

City of Chanhassen

5-Year CIP Pavement Management Plan (PMP) - Streets (2026-2030)



Legend

- Mill & Overlay
- Full Depth Reclamation
- Reconstruction
- 2026
- 2027
- 2028
- 2029
- 2030

Created By: City of Chanhassen - Engineering Department
Date Created: 12/8/2025

N W E S

0 3,000 Feet

0 0.5 Mile

Document Path: K:\Departments\Engineering\CIP\2026-2030\CIP_5Year_2026-2030.aprx

Streets - 2026 Street Improvements

Overview

Request Owner	Charlie Howley, PW Director/City Engineer
Department	Annual Pvmnt Mgmt Contracted
Form Type	Capital Improvement
Request Type	Street Construction/Reconstruction
Project Number	ST-012-2026

Description

The 5-year Capital Pavement Management Plan identifies the planned streets for the next five years. The Plan is updated every fall to review priorities and needs, but generally intends to keep the overall condition index (OCI) average across all streets at 70 or higher.

2026 Reconstruction 601-6054-XXXX

The City uses a Pavement Management System in Cartegraph to monitor the condition of City streets. While proper preventative maintenance extends the life of the street and is cost effective, a street will eventually deteriorate to a point that major maintenance is required. Rehabilitation projects exited the life of the street. In cases when utilities or poor subgrade needs to be replaced or where streets have deteriorated to a point where rehabilitation will no longer be practical, reconstruction of the street is necessary. A feasibility study is written to consider the merits of the project, scope of work, costs, and assessments.

The City has an Assessment Policy that identifies what and how much of the project is assessed to benefiting properties.

The 2026 project is a full reconstruction scope.

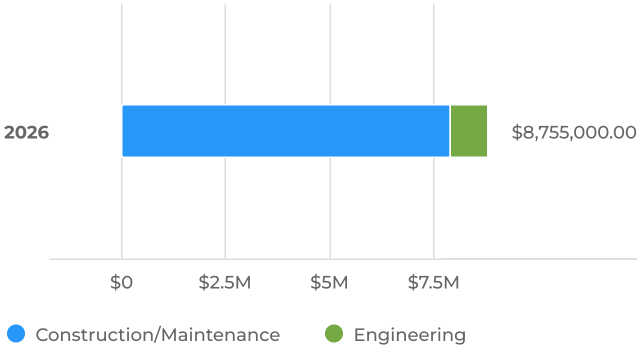
Details

Type of Project	Reconstruction

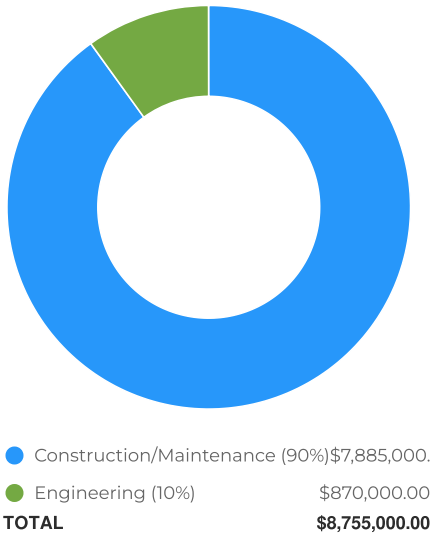
Capital Cost

FY2026 Budget	Total Budget (all years)	Project Total
$8,755,000	$8.755M	$8.755M

Capital Cost by Year



Capital Cost for Budgeted Years



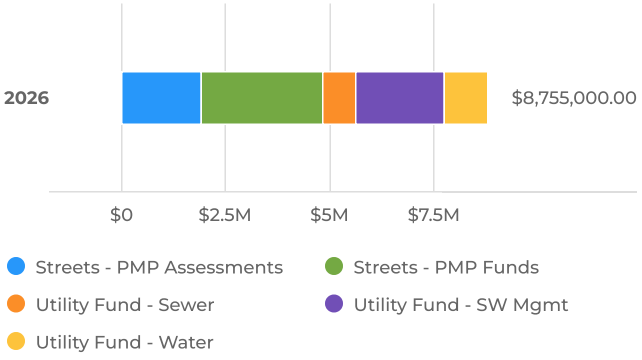
Capital Cost Breakdown

Capital Cost	FY2026	Total
Engineering	$870,000	$870,000
Construction/Maintenance	$7,885,000	$7,885,000
Total	**$8,755,000**	**$8,755,000**

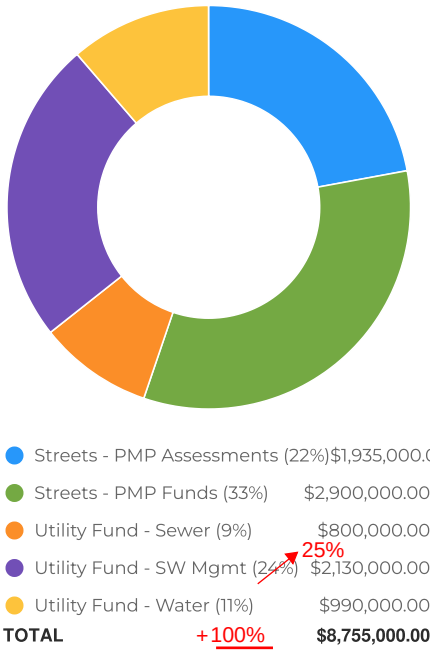
Funding Sources

FY2026 Budget	Total Budget (all years)	Project Total
$8,755,000	$8.755M	$8.755M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2026	Total
Streets - PMP Funds	$2,900,000	$2,900,000
Streets - PMP Assessments	$1,935,000	$1,935,000
Utility Fund - Water	$990,000	$990,000
Utility Fund - Sewer	$800,000	$800,000
Utility Fund - SW Mgmt	$2,130,000	$2,130,000
Total	**$8,755,000**	**$8,755,000**

2026 City Pavement Rehabilitation Project Approval

and Public Assessment Hearing

City Project 26-01

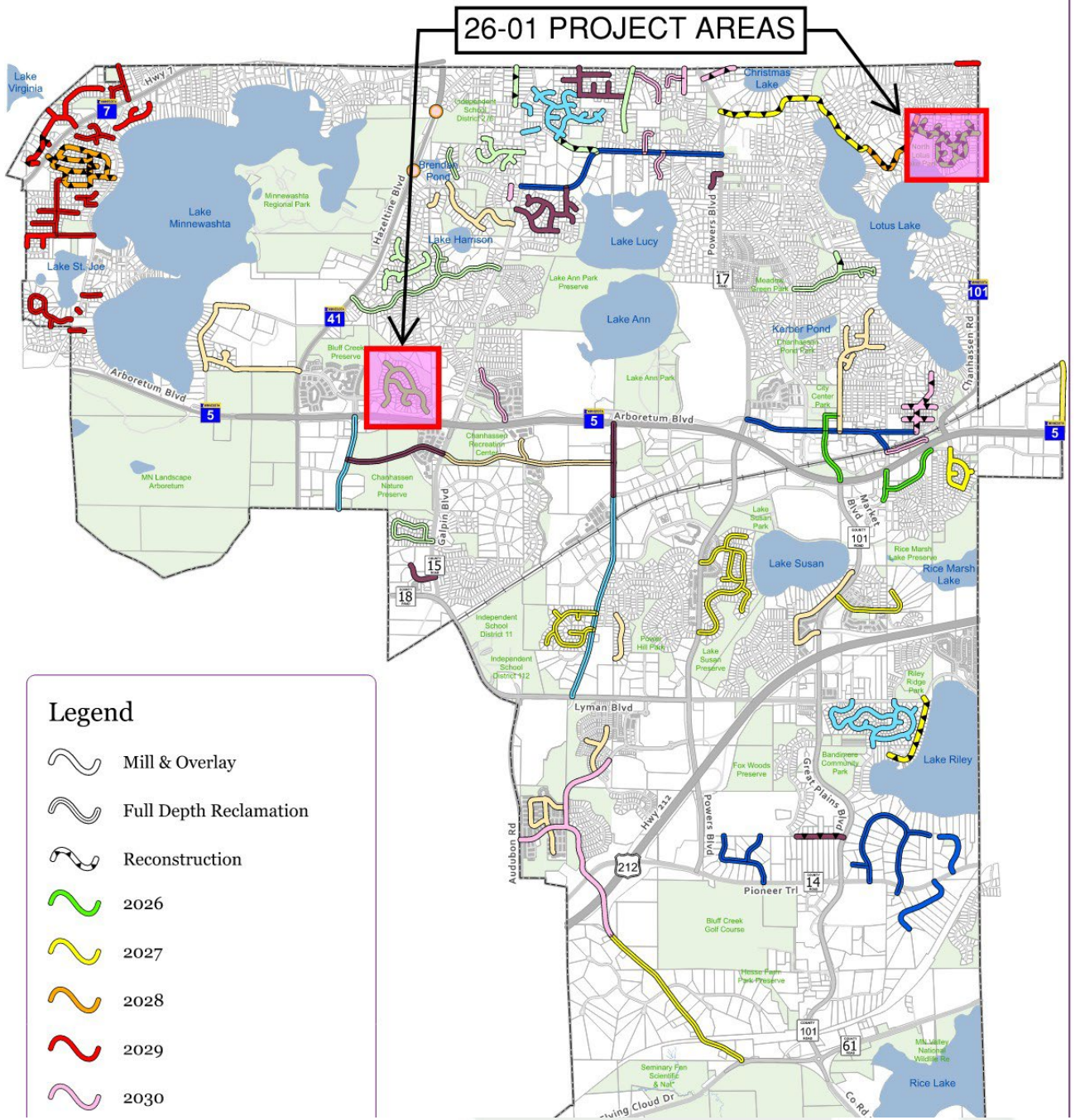
April 27, 2026

Tonight's Actions

1. Discuss the improvements and bid results
   a) Vasserman area
   b) Fox Hollow area

2. Host the 2nd Public Hearing

3. Consider Accepting the Bids and Awarding the Construction Contract, and Adoption of the Final Assessment Roll



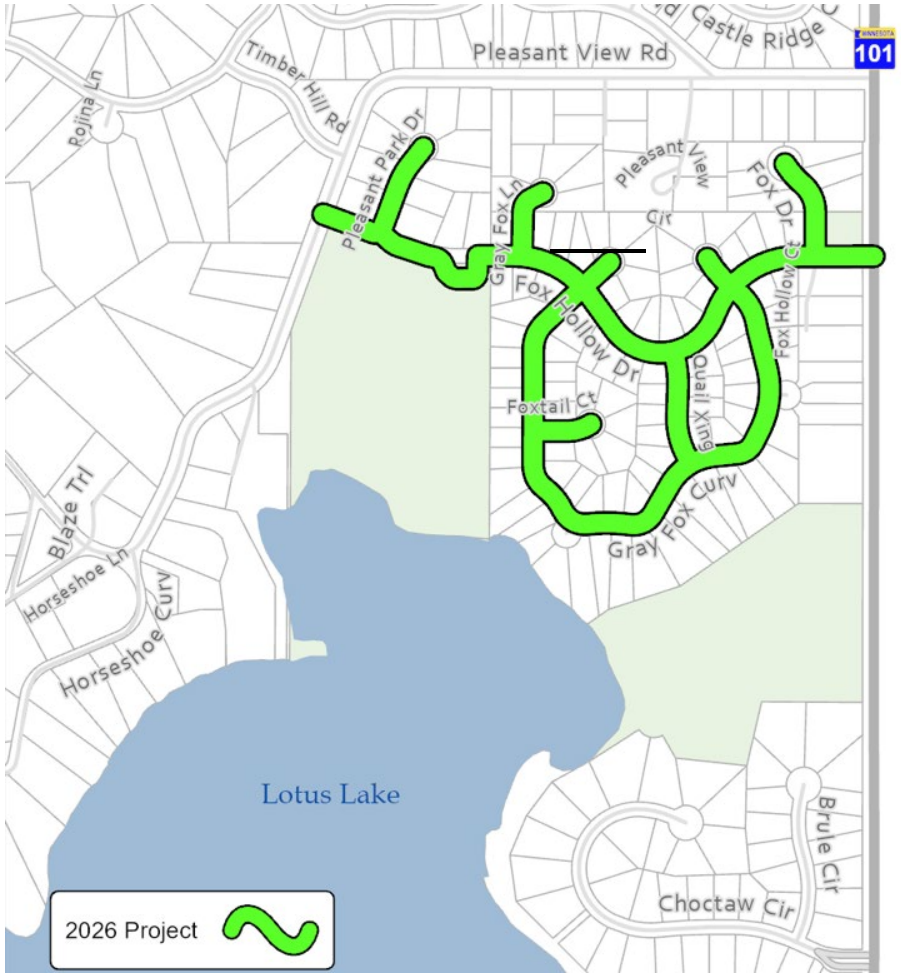
Project Area and Scope - Vasserman



- ~0.9 miles of public street rehabilitation
- Average pavement OCI = 78.5
- Mill and Overlay
- Spot repair of public utilities
- ADA improvements
- Spot repairs of concrete curb and sidewalk
- Proposed median and center island removal with HOA



Project Area and Scope – Fox Hollow



- ~1.3 miles of public street rehabilitation
- Average pavement OCI
  - Fox Drive = 80.8
  - Rest of neighborhood = 17.6
- Full reconstruction of the streets (except for Fox Drive which is planned for a M&O)
- Improve alignment of Fox Hollow Dr near the park
- Replacement of watermain (15 documented breaks)
- Spot repairs for sanitary sewer + Private I/I program
- Addition of storm sewer (+ North Lotus Lake WD project)
- Minor stormwater pond maintenance + a public raingarden



North Lotus Lake Park Stormwater Project

- To be implemented and funded by RPBCWD
- Provides for the majority of stormwater management permitting requirements for this neighborhood area of the 2026 City Pavement Rehabilitation Project
- Project boards and Staff from RPBCWD were present at both open houses
- RPBCWD is working with the City regarding reasonable implementation of certain measures until final construction of this project
- Cooperative Agreement necessary between City and RPBCWD



Public Engagement Efforts

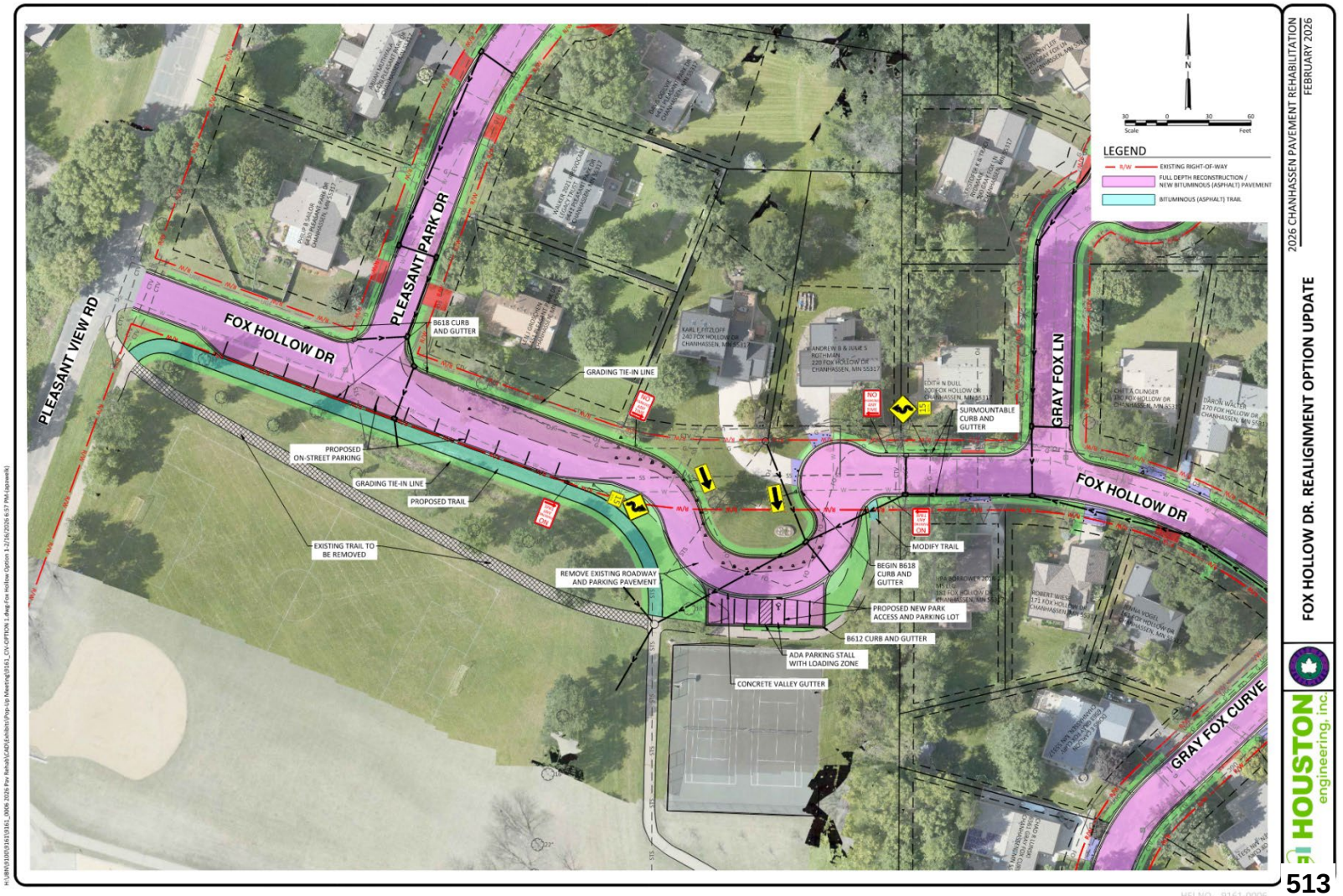
- 1-yr advanced notification via postcard
- Specific project webpage. Multiple project update notifications.
- Project survey
- 1st Open House hosted on November 19, 2025 (~75 attendees)
- Fox Hollow Dr re-alignment follow-up meeting on February 17, 2026 (~43 attendees)
- 2nd Open House hosted on April 14, 2026 (~40 attendees)
  - Included representatives from the Contractor
- Mailed notification letter announcing tonight's public hearing and specific final assessment information
- Various other outreach efforts. Refrigerator magnets will be distributed again.

Public Feedback Summary

- Main theme's
  1. Lots of feedback received prior to and at the 1st open house
  2. Support of revised re-alignment design and other improvements to Fox Hollow Drive near the park
  3. Support of drainage improvements within project area and for RPBCWD's project within the park
  4. Generally unhappy with receiving an assessment and the amount of the assessment
  5. Staff would like to highlight in the second year of utilizing flat rate assessment amounts … the policy change has greatly reduced the volume of inquiries

Fox Hollow Dr. @ North Lotus Lake Park

- Standard street width and section
- B618 curb in this area to help keep parked cars off lawns
- Engineered curvature – 15mph
- Removal of unsafe wood posts through curves
- Controlled and defined additional street parking for the park included an ADA spot
- The northern edge of the cul-de-sac will be within the public right of way
- Improved trail alignment within park



Bid Results

Bidder	Total Bid Amount
GMH Asphalt Corp.	**$6,218,794.49**
S.M. Hentges & Sons, Inc.	$6,530,078.75
Northwest Asphalt, Inc.	$6,598,439.25
*Engineer's Estimate	$7,772,680.00

* The Engineer's Estimate is included for reference only

- The low bidder, GMH Asphalt, has previously performed satisfactory project work in conjunction with similar projects within Chanhassen
- GMH Asphalt completed the 22-01 and 18-02 street projects for Chanhassen

Budget and Cost Summary

- The project costs per budgetary fund are shown below:

Fund	Project Budget	Fox Hollow Area Bid Costs	Vasserman Ridge Area Bid Costs	Total Project Costs (with Engineering)
PMP (Street)	$4,835,000	$3,354,600.25	$498,677.45	$4,335,833
Surface Water	$2,130,000	$758,789.64	$46,971.00	$906,668
Sanitary Sewer	$800,000	$237,724.00	$105,774.00	$386,515
Watermain	$990,000	$1,208,661.15	$7,597.00	$1,368,573
Total	**$8,755,000**	**$5,559,775.04**	**$659,019.45**	**$6,997,589**

- The project is under-budget in aggregate but the watermain fund is over-budget

- The watermain is being fully replaced with the project. This was determined to be feasible and necessary during the design process.

Project Schedule

- Begin Construction: Expected Week of May 11 or May 18, 2026
- Substantial Completion: Early November 2026
- Final Completion: June 2027

Final Assessment Summary

- The project follows the 2025 revision of the City's Assessment Policy which incorporated a Flat Rate assessment methodology for residential properties

- Assessment amounts are based on the engineered pavement rehabilitation technique

- The proposed assessment amount did not change between the preliminary notification and the final notification letters

- 2026 Assessment Rates:
  - Mill and Overlay $ 2,940
  - Full Reconstruction $ 9,550

Recommendation

- Staff recommends the City Council accept the bids
- Staff recommends the City Council award a construction contract to the lowest bidder – GMH Asphalt
- Staff recommends the City Council adopt the final assessment roll

Questions for Staff?

Followed by hosting the Public Hearing

Proposed Motion

"The Chanhassen City Council adopts a resolution accepting the bids and awarding the construction contract, and also adopts a resolution adopting the assessment roll for the 2026 City Pavement Rehabilitation Project No. 26-01."

City Council Item

April 27, 2026

Item	Resolution 2026-XX: 7480 Frontier Trail - Easement Acquisition Agreement and Vacation	
File No.	ENG 25-01 and Vacation 26-01	**Item No:** G.2
Agenda Section	**PUBLIC HEARINGS**	
Prepared By	Joe Seidl, Water Resources Engineer	
Reviewed By	Charlie Howley	

SUGGESTED ACTION

"The Chanhassen City Council approves an easement acquisition agreement with the owners of 7480 Frontier Trail and approves a resolution authorizing the vacation of existing public drainage and utility easement required as part of the agreement in conjunction with the 2025 Street Improvement Project."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

The City of Chanhassen completed improvements to a stormwater pond as part of the 2025 City Pavement Rehabilitation Project No. 25-01. Portions of the pond's 100-year flood elevation area were not previously covered by a drainage and utility easement, which is required under current standards.

Acquiring the additional easement allows the city to rehabilitate the pond, improving its functionality and increasing its ability to treat stormwater that ultimately flows into Lotus Lake. City Staff and the

City Attorney worked with the property owners to secure a permanent easement to protect the pond and ensure the city has long-term access for maintenance of this stormwater infrastructure asset. As part of the agreement reached with the property owners a small portion of existing easement is proposed to be vacated as it no longer serves a public purpose.

BACKGROUND

The existing stormwater pond on the property serves to convey and treat stormwater runoff from a large portion of the Sante Fe Trail, Del Rio Drive, and Laredo Drive neighborhoods before ultimately discharging into Lotus Lake. The pond was in need of maintenance to both improve pond functionality and replace stormwater infrastructure to ensure the pond operates as designed. Portions of the existing pond and associated 100-year flood elevations were not contained within the original drainage and utility easement. The City of Chanhassen performed a pond improvement project on the pond in conjunction with the 2025 City Pavement Rehabilitation project which included pond expansion to improve the pond's capacity to treat stormwater and to provide additional flood mitigation. City Staff worked with property owners to obtain a right of entry to perform the work.

DISCUSSION

As part of it's Municipal Separate Storm Sewer (MS4) Permit the city is obligated to maintain stormwater infrastructure that conveys public stormwater. Having easements over stormwater infrastructure, including ponds, is essential to allow city staff and contractors the right to access the property to maintain the infrastructure. City Staff worked with the property owners and the City Attorney on an easement agreement. Details of the agreement can be found in the Grant of Permanent Easement legal paperwork attached to this report. Acquiring the easement would resolve the access and ownership issue with this pond. It is common to fix existing issues with maintenance projects including acquiring easements where needed.

BUDGET

N/A

RECOMMENDATION

Staff recommends approval of the agreement, easement acquisition, and the vacation of a portion of the existing easement.

ATTACHMENTS

Resolution_2026-XX_-_Resolution_Vacation_7480_Frontier_Trl
GRANT OF PERMANENT DU EASEMENT KASBOHM FINAL
Lotus Lake Woods Plat
NOTICE_OF_PUBLIC_HEARING_FOR_VACATION_(PAPER) Frontier Trl
NOTICE_OF_PUBLIC_HEARING_FOR_VACATION_(MAIL) Frontier Trl
Presentation

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

DATE: April 27, 2026 RESOLUTION NO: 2026-XX

MOTION BY: _____ SECONDED BY: _____

RESOLUTION VACATING RIGHT OF WAY ADJACENT TO LOT 6, BLOCK 1, LOTUS LAKE WOODS, CARVER COUNTY, MINNESOTA

WHEREAS, The City of Chanhassen ("City"), is requesting the vacation of a small portion of right of way adjacent to the property platted as Lot 6, Block 1, Lotus Lake Woods, Caver County Minnesota;

WHEREAS, the parcel of land that will be part of this plat are legally described as Lot 6, Block 1, Lotus Lake Woods, Caver County Minnesota;

WHEREAS, pursuant to Minnesota Statutes § 412.851 the City Council of the City of Chanhassen has conducted a hearing preceded by the statutorily required two (2) weeks published and posted notice and mailed notice to the abutting property owners, to consider the vacation of the Right of Way;

WHEREAS, New easements are being dedicated where necessary to allow maintenance for the onsite public stormwater infrastructure;

WHEREAS, The Easement acquisition and public right of way vacation are detailed in the Grant of Permanent Easement Agreement.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Chanhassen City Council:

1. The right of way area described in the Grant of Permanent Easement Agreement is hereby vacated conditioned upon the execution and recording of new easements via the agreement to grant easement between the City and the Owners of 7480 Frontier Trail.

2. The vacation shall not affect the authority of any person, corporation, or municipality owning or controlling the electric or telephone poles and lines, gas lines, sanitary and storm sewer lines, water pipes, mains, hydrants, and natural drainage areas thereon or thereunder, to continue maintain the same or to enter upon such way or portion thereof vacated to maintain, repair, replace, remove, or otherwise attend thereof.

3. The City Clerk shall transmit a certified copy of this Resolution to the County Auditor and County Recorder subject to the condition in Paragraph 1 of this Resolution.

PASSED AND ADOPTED by the Chanhassen City Council this 27th day of April, 2026.

ATTEST:

Jenny Potter, City Clerk	Elise Ryan, Mayor

YES	**NO**	**ABSENT**

(reserved for recording information)

GRANT OF PERMANENT EASEMENT

THIS GRANT OF PERMANENT EASEMENT ("Easement Agreement") is made this _____ day of _____, 2026 ("Effective Date"), by and between the **CITY OF CHANHASSEN,** Minnesota municipal corporation ("City"), and **BRIAN H. KASBOHM AND CHRISTI L. FOSSUM KASBOHM,** married to each other ("Grantors").

RECITALS

WHEREAS, Grantors are the owners certain real property located at 7480 Frontier Trail in the City of Chanhassen, Minnesota legally described as follows:

Lot 6, Block 1, Lotus Lake Woods, Carver County, Minnesota, according to the recorded plat thereof; Auditor's Subdivision Number Two (2), according to the map or plat thereof;

("Grantor Property");

WHEREAS, the Grantor Property is subject to a platted drainage and utility easement as shown on the plat of Lotus Lake Woods ("Plat");

WHEREAS, the City has requested additional drainage and utility easements over the Grantor Property and has agreed to vacate a portion of the existing platted drainage and utility easement area as legally described and depicted in Exhibit "A" attached hereto ("Vacated Area");

WHEREAS, Grantors are willing to grant the requested easement upon the conditions provided herein, provided that the City will process and approve the vacation of the Vacated Area;

NOW, THEREFORE, in consideration of the foregoing recitals, the mutual covenants herein contained, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, Grantors and the City agree as follows:

1. Recitals Incorporated. The recitals set forth above are hereby incorporated into and made a part of this Agreement.

2. Grant of Public Drainage Easement. Grantors hereby grant to the City forever, a permanent easement for public drainage purposes over, across, on, under, and through land situated within the County of Carver, State of Minnesota, as legally described and depicted on the attached Exhibit "B" ("the Drainage Easement Premises"). This grant of easement shall include the rights of the City, its contractors, agents, servants, and assigns, to enter upon the Drainage Easement Premises at all reasonable times to construct, reconstruct, inspect, repair, and maintain said public drainage systems over, across, on, under, and through the Drainage Easement Premises, together with the right to grade, level, fill, drain, pave and excavate the Drainage Easement Premises, and the further right to remove trees, bushes, undergrowth, and other obstructions interfering with the location, construction, and maintenance of said drainage systems.

3. Condition of Grant of Easements. The easement granted under this Easement Agreement is subject to the following conditions:

(a) The City will plant 6 trees, 1.5" in caliber size on the Grantor Property in the approximate locations identified on Exhibit C ("City Work on Grantor Property") attached hereto at the City's cost. Grantor shall choose the type of trees, which are subject to approval by the City's Environmental Specialist and must be compliant with the City Code.

(b) The City will remove the tree identified on Exhibit C at the City's cost.

(c) The City will provide 2-3 CY of small diameter trap rock approximately 1.5 inch in diameter to facilitate a walking path across the rip-rap overflow as shown in Exhibit C at the City's cost.

(d). The City will install or fund the landscaping improvements shown on Exhibit C.

(e) The City will remove dead and dying trees adjacent to pond identified on Exhibit C at the City's cost.

(f) This Easement will be recorded simultaneously will the Resolution vacating the Vacated Area.

The City will complete the work under Paragraph 3 by June 30, 2026, except for the tree removals adjacent to the pond which will be completed by March 15, 2027.

4. Binding Effect; Recording. This Easement Agreement shall run with the Property and shall be binding on and inure to the benefit of the Grantor, their heirs, representatives, successors and assigns. This Easement Agreement shall be filed of record in the Office of the Carver County Recorder.

5. Covenant. The above-named Grantors, for themselves, their successors and assigns, do covenant with the City, its successors and assigns, that they are well seized in fee title of the Drainage Easement Premises; that they have the sole right to grant and convey the easement to the City; that there are no unrecorded interests in the Drainage Easement Premises; and they will indemnify and hold the City harmless for any breach of the foregoing covenants.

IN WITNESS WHEREOF, the parties have executed this Easement Agreement to be effective as of the Effective Date.

CITY OF CHANHASSEN

By: _____
Elise Ryan, Mayor

And: _____
Laurie Hokkanen, City Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by **Elise Ryan and Laurie Hokkanen**, respectively the Mayor and City Manager of the City of Chanhassen, a Minnesota municipal corporation, on its behalf.

_____
Notary Public

GRANTORS:

Brian H. Kasbohm

Christi L. Fossum Kasbohm

STATE OF MINNESOTA)
)ss.
COUNTY OF CARVER)

The foregoing instrument was acknowledged before me this 6 day of March, 2026, by **Brian H. Kasbohm**, spouse to Christi L. Fossum Kasbohm.

Notary Public

JENNIFER ANN POTTER
Notary Public-Minnesota
My Commission Expires Jan 31, 2027

STATE OF MINNESOTA)
)ss.
COUNTY OF CARVER)

The foregoing instrument was acknowledged before me this 6 day of March, 2026, **Christi L. Fossum Kasbohm**, spouse to Brian H. Kasbohm.

Notary Public

JENNIFER ANN POTTER
Notary Public-Minnesota
My Commission Expires Jan 31, 2027

THIS INSTRUMENT WAS DRAFTED BY:
CAMPBELL KNUTSON
Professional Association
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
Telephone: (651) 452-5000
AMP/smt

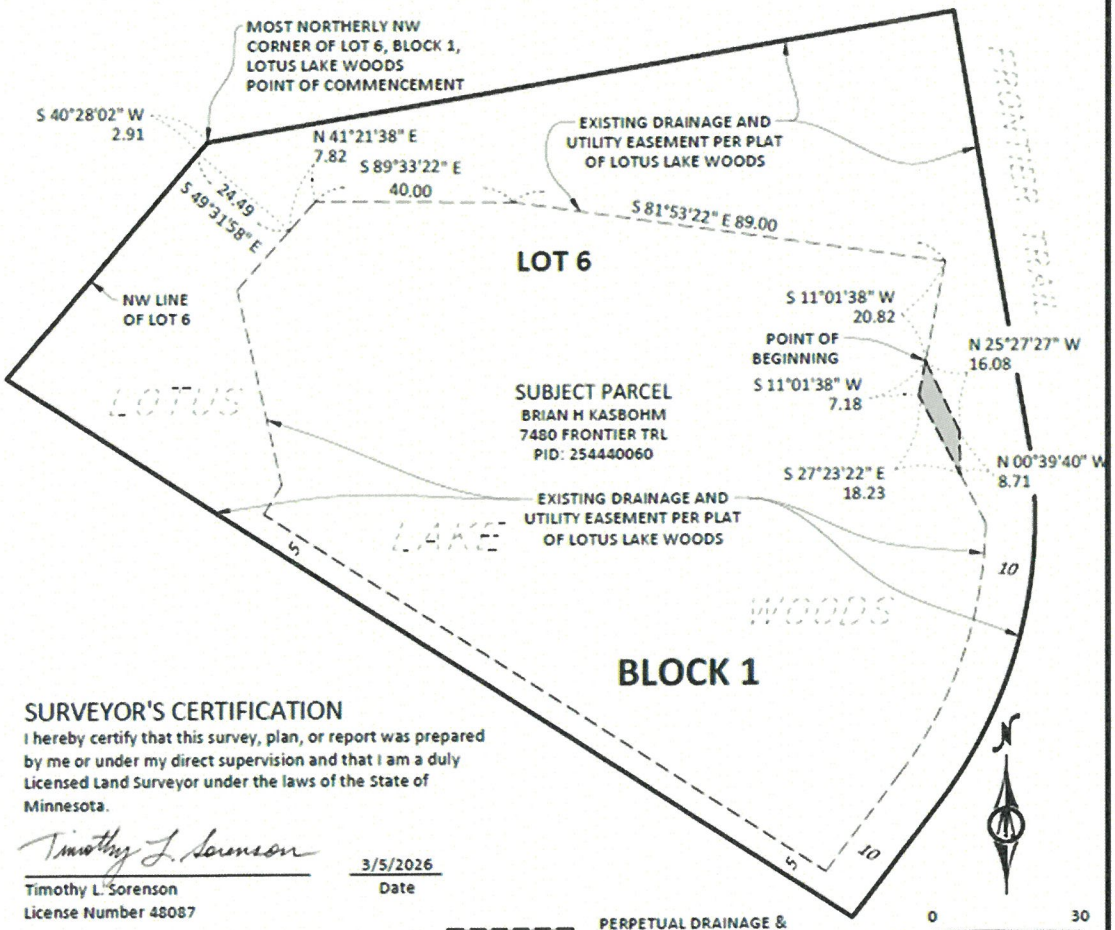
EXHIBIT "A"
to
GRANT OF PERMANENT EASEMENT

Legal Description and Depiction of Vacated Area

PROPOSED EASEMENT VACATION DESCRIPTION

A perpetual easement for drainage and utility purposes over, under, and across that part of Lot 6, Block 1, LOTUS LAKE WOODS, according to the recorded plat thereof, Carver County, Minnesota, described as follows:

Commencing at the most northerly northwest corner of said Lot 6; thence on assumed bearing of South 40 degrees 28 minutes 02 seconds West, along the northwesterly line of said Lot 6, a distance of 2.91 feet; thence South 49 degrees 31 minutes 58 seconds East a distance of 24.49 feet to a point on the existing drainage and utility easement line as donated on said LOTUS LAKE WOODS; thence North 41 degrees 21 minutes 38 seconds East, along said easement line, a distance of 7.82 feet; thence South 89 degrees 33 minutes 22 seconds East, along said easement line, a distance of 40.00 feet; thence South 81 degrees 53 minutes 22 seconds East, along said easement line, a distance of 89.00 feet; thence South 11 degrees 01 minute 38 seconds West, along said easement line, a distance of 20.82 feet to the point of beginning of the easement to be described; thence continuing South 11 degrees 01 minute 38 seconds West, along said easement line, a distance of 7.18 feet; thence South 27 degrees 23 minutes 22 seconds East, along said easement line, a distance of 18.23 feet; thence North 00 degrees 39 minutes 40 seconds West a distance of 8.71 feet; thence North 25 degrees 27 minutes 27 seconds West, a distance of 16.08 feet to the point of beginning.



SURVEYOR'S CERTIFICATION

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Timothy L. Sorenson

Timothy L. Sorenson
License Number 48087

3/5/2026
Date

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EASEMENT VACATION EXHIBIT
7480 FRONTIER TRAIL CHANHASSEN, MN 55317

LOT 6, BLOCK 1, LOTUS LAKE WOODS

BOLTON & MENK
2638 SHADOW LANE
SUITE 200
CHASKA, MN 55318
(952) 448-8838

FOR: CITY OF CHANHASSEN

JOB NUMBER: 24X.135637.000 FIELD BOOK: DRAWN BY: TLS/ARK

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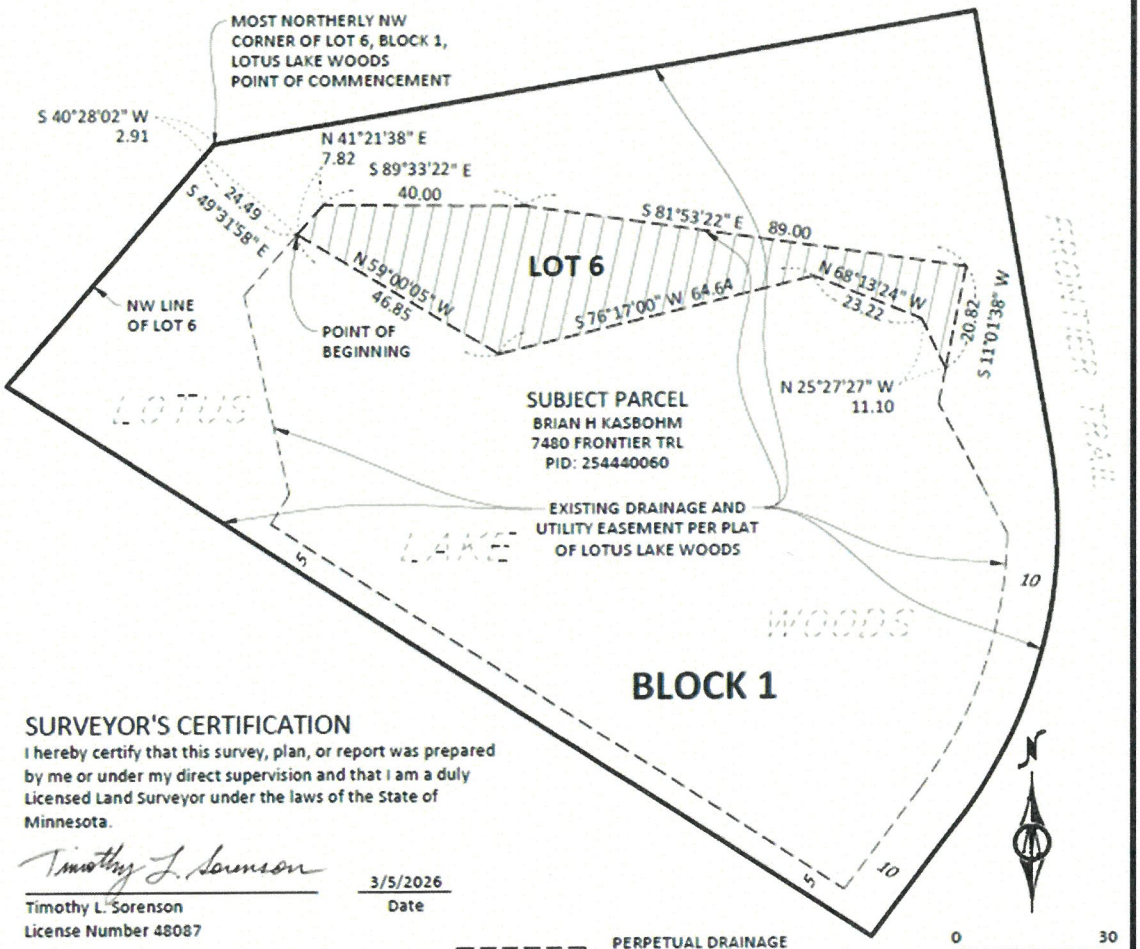
238550v3

EXHIBIT "B"
to
GRANT OF PERMANENT EASEMENT

Legal Description and Depiction of Drainage Easement Premises

PROPOSED EASEMENT DESCRIPTION
A perpetual easement for drainage and utility purposes over, under, and across that part of Lot 6, Block 1, LOTUS LAKE WOODS, according to the recorded plat thereof, Carver County, Minnesota, described as follows:

Commencing at the most northerly northwest corner of said Lot 6; thence on assumed bearing of South 40 degrees 28 minutes 02 seconds West, along the northwesterly line of said Lot 6, a distance of 2.91 feet; thence South 49 degrees 31 minutes 58 seconds East a distance of 24.49 feet to a point on the existing drainage and utility easement line as donated on said LOTUS LAKE WOODS, and the point of beginning of the easement to be described; thence North 41 degrees 21 minutes 38 seconds East, along said easement line, a distance of 7.82 feet; thence South 89 degrees 33 minutes 22 seconds East, along said easement line, a distance of 40.00 feet; thence South 81 degrees 53 minutes 22 seconds East, along said easement line, a distance of 89.00 feet; thence South 11 degrees 01 minute 38 seconds West, along said easement line, a distance of 20.82 feet; thence North 25 degrees 27 minutes 27 seconds West a distance of 11.10 feet; thence North 68 degrees 13 minutes 24 seconds West a distance of 23.22 feet; thence South 76 degrees 17 minutes 00 seconds West distance of 64.64 feet; thence North 59 degrees 00 minutes 05 seconds West a distance of 46.85 feet to the point of beginning.



SURVEYOR'S CERTIFICATION
I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Timothy L. Sorenson
License Number 48087

3/5/2026
Date

PERPETUAL DRAINAGE & UTILITY EASEMENT
AREA = 2,157± SQ. FT.

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EASEMENT EXHIBIT
7480 FRONTIER TRAIL CHANHASSEN, MN 55317

LOT 6, BLOCK 1, LOTUS LAKE WOODS

BOLTON & MENK
2638 SHADOW LANE
SUITE 200
CHASKA, MN 55318
(952) 448-8838

FOR: CITY OF CHANHASSEN

JOB NUMBER: 24X.135637.000 FIELD BOOK: DRAWN BY: TLS/ARK

238550v3

EXHIBIT "C"
to
GRANT OF PERMANENT EASEMENT
City Work on Grantor Property

The City will plant 6 trees, 1.5” in caliber size - locations and species to be selected by owners and approved by city staff

provide trap rock for walking path- 2-3 CY approximately 1.5" diameter. Owner to move and place.

remove large tree

move and boulders and reestablish vegetation in disturbed areas

remove smaller dead and dying trees adjacent to pond.

LEGEND

- SOIL BORINGS
- 951 EXISTING MAJOR/MINOR CONTOURS
- 950
- 951 PROPOSED MAJOR/ MINOR CONTOURS
- 950
- PROPOSED/EXISTING DRAINAGE FLOW
- CONSTRUCTION LIMITS

NOTE:
1. ALL GRADING AROUND PONDS, STREAMS, AND RAVINES SHALL BE 3:1 OR FLATTER.

HORZ. 0 20 40 SCALE FEET

2638 SHADOW LANE, SUITE 200
CHASKA, MN 55318
Phone: (952) 448-8838
Email: Chaska@bolton-menk.com
www.bolton-menk.com

CLIENT PROJ. NO. 24X.135637.000

NO.	ISSUED FOR	DATE

CITY OF CHANHASSEN, MINNESOTA
2025 CITY PAVEMENT REHABILITATION PROJECT
EXHIBIT C - CITY WORK ON GRANTOR PROPERTY

SHEET C

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OFFICIAL PLAT

Plat File No.	800
R.T. Doc. No.	T92519
C.R. Doc. No.	197299

LOTUS LAKE WOODS

KNOW ALL MEN BY THESE PRESENTS: That Klingelhutz Development Company, a Minnesota Corporation, fee owner of the following described property situated in the County of Carver, State of Minnesota to wit:

That part of Lot 19, AUDITOR'S SUBDIVISION NO. 2, Carver County, Minnesota described as follows: Beginning at the intersection of the southerly extension of the east lines of Lot 29, Block 2 and Lot 11, Block 3, WESTERN HILLS FIRST ADDITION, according to the recorded plat thereof, Carver County, Minnesota, with the southwesterly extension of the southerly line of said Lot 19; thence northerly, along said east lines of Lot 29, Block 2 and Lot 11, Block 3 and their extensions, a distance of 340.00 feet; thence Easterly deflecting at an angle of 90 degrees 10 minutes to the right from said last described course, a distance of 272.8 feet; thence Northeasterly deflecting to the left at an angle of 27 degrees 44 minutes from said last described course, a distance of 309.6 feet to a point on the Northeasterly line of said Lot 19; thence Southeasterly along the Northeasterly line of said Lot 19, a distance of 162.21 feet, more or less, to the Southeasterly or most Easterly corner of said Lot; thence Westerly and Southwesterly along the Southerly line of Lot 19, to beginning.

And

Lot 18, Auditor's Subdivision Number 2 and that part of Lot 17 described as follows: Beginning at the most Northerly corner of Lot 17, thence Southeasterly along the dividing line between Lot 17 and 18 a distance of 234 feet more or less to the most Southerly corner of Lot 18; thence Southwesterly along the line dividing Lot 17 from Lot 22, a distance of 41 feet to an angle point in the Easterly line of Lot 17, which angle point is the first angle point Southerly of the most Southerly corner of Lot 18, thence Northwesterly in a straight line to an angle point in the Northerly line of said Lot 17, which angle point is distant Southwesterly 118 feet from the most Northerly corner of Lot 17; thence Northeasterly 118 feet along the Northerly line of Lot 17 to the point of beginning; all in AUDITOR'S SUBDIVISION NO. 2, Carver County, Minnesota, according to the plat thereof on file and of record in the Office of the County Reorder of Carver County, Minnesota.

And

That part of Tract D, Registered Land Survey No. 32, files of Registrar of Titles, Carver County, Minnesota, which lies easterly of the East line of Lot 29, Block 2 and Lot 11, Block 3, and its extensions, Western Hills First Addition, according to the recorded plat thereof, Carver County, Minnesota, and lies southerly of a line described as commencing at the intersection of the southerly extension of said east line of Lot 29, Block 2 and Lot 11, Block 3 with the southwesterly extension of the southerly line of Lot 19, Auditor's Subdivision No. 2, Carver County, Minnesota; thence northerly along said east line of Lot 29, Block 2 and Lot 11, Block 3 and its extensions, a distance of 340 feet to the point of beginning of the line to be described; thence easterly deflecting to the right 90 degrees 10 minutes 00 seconds to the east line of said Tract D and said line there terminating.

Has caused the same to be surveyed and platted as LOTUS LAKE WOODS, and does hereby donate and dedicate to the public for public use forever the drive, trail and the easements for utility and drainage purposes as shown on the plat.

In witness whereof said Klingelhutz Development Company, a Minnesota Corporation, has caused these presents to be signed by its proper officer this 30th day of April, 19 96.

SIGNED:

KLINGELHUTZ DEVELOPMENT COMPANY

By John Klingelhutz, President
John Klingelhutz

STATE OF MINNESOTA
COUNTY OF CARVER

The foregoing instrument was acknowledged before me this 30th day of April, 19 96 by John Klingelhutz, President of Klingelhutz Development Company, a Minnesota Corporation on behalf of the Corporation.

NINA K. FRANTSEN
NOTARY PUBLIC - MINNESOTA
CARVER COUNTY
My Commission Expires Jan. 31, 2000

Nina K. Frantsen
Notary Public, CARVER County, Minnesota
My Commission Expires Jan. 31, 2000

I hereby certify that I have surveyed and platted the property described on this plat as LOTUS LAKE WOODS; that the plat is a correct representation of the survey; that all distances are correctly shown on the plat in feet and hundredths of a foot; that all monuments will be correctly placed in the ground as shown; in accordance to Minnesota Statutes, Section 505.02, Subd. 1; that the outside boundary lines are correctly designated on the plat and there are no wetlands as defined in Minnesota Statutes Section 505.02, Subd. 1 or public highways to be designated other than as shown.

David E. Crook, Land Surveyor
Minnesota License Number 22414

DEMARS - GABRIEL
LAND SURVEYORS, INC.

STATE OF MINNESOTA
COUNTY OF HENNEPIN

The foregoing instrument was acknowledged before me this 30th day of April, 19 96, by David E. Crook, Land Surveyor.

RUSSELL LEE LUNDQUIST
NOTARY PUBLIC — MINNESOTA
MY COMMISSION EXPIRES
JANUARY 31, 2000

Russell Lee Lundquist
Notary Public, Hennepin County, Minnesota
My Commission Expires 1-31-00

CHANHASSEN, MINNESOTA

This plat of LOTUS LAKE WOODS was approved and accepted by the City Council of the City of Chanhassen, Minnesota at a regular meeting held this 28th day of AUGUST, 19 95, and is in compliance with the provisions of Minnesota Statutes Section 505.03, Subdivision 2. All monuments will be set as specified by the city Council and as stated on this plat, according to Minnesota Statute, 505.02, Subd. 1.

CITY COUNCIL OF THE CITY OF CHANHASSEN, MINNESOTA By: _____ Mayor

By: _____ Clerk

COUNTY SURVEYOR, Carver County, Minnesota

Pursuant to chapter 395, Minnesota Laws of 1971, this plat has been approved this 1st day of May, 19 96.

By: John E. Freemyer
John E. Freemyer
Carver County Surveyor

COUNTY AUDITOR, Carver County, Minnesota

I hereby certify that there are no delinquent taxes for all years prior to 1996 for land described on this plat and transfer entered. Dated this 26th day of June, 19 96.

MARK LUNDGREN, County Auditor By: Mark Lundgren by S. Mitchell

COUNTY TREASURER, Carver County, Minnesota

I hereby certify that the taxes payable for the year 19 96 for land described on the plat as LOTUS LAKE WOODS have been paid on this 26th day of June, 19 96.

D. F. DAHLKE, County Treasurer By: D.F. Dahlke by J. Hakel

COUNTY RECORDER, Carver County, Minnesota

I hereby certify that this plat of LOTUS LAKE WOODS was filed this 26 day of June, 19 96 at 4 o'clock P. M. as DOCUMENT NO. 197299.

CARL W. HANSON, JR., County Recorder
Carl W. Hanson
by Deborah Bergstrom

REGISTRAR OF TITLES, Carver County, Minnesota

I hereby certify that this plat of LOTUS LAKE WOODS was filed this 26 day of June, 19 96 at 4 o'clock P. M. as DOCUMENT NO. T92519.

CARL W. HANSON, JR., Registrar of Titles
Carl W. Hanson
by Deborah Bergstrom

OFFICIAL PLAT

Plat File No.	800
R.T. Doc. No.	T92519
C.R. Doc. No.	197299

LOTUS LAKE WOODS

N

SCALE 0 15 30 60 90 FEET

o denotes 1/2 - inch x 14 inch set iron pipe marked by License No. 22414

• denotes found iron pipe

The east line of Lot 11, Block 3, WESTERN HILLS FIRST ADDITION, has an assumed bearing of North 0 degrees 16 minutes 59 seconds East.

DEMARS · GABRIEL
LAND SURVEYORS, INC.

Drainage and utility easements shown thus:

Being 5 feet in width and adjoining lot lines unless otherwise indicated on plat and being 10 feet in width and adjoining right-of-way lines, unless otherwise indicated on the plat.

SHEET 2 OF 2 SHEETS

NOTICE OF PUBLIC HEARING

CITY OF CHANHASSEN
COUNTY OF CARVER AND COUNTY OF HENNEPIN
STATE OF MINNESOTA

CITY COUNCIL MEETING
April, 27, 2026
7:00 p.m.
CHANHASSEN CITY HALL
7700 Market Boulevard, Chanhassen, MN 55317

NOTICE IS HEREBY GIVEN that the City Council for the City of Chanhassen will hold a public hearing on Monday, **April, 27, 2026**, at 7:00 p.m., in the Council Chambers at Chanhassen City Hall, 7700 Market Boulevard, pursuant to Minnesota Statutes § 412.851 to consider the vacation of a drainage and utility easement dedicated in Lot 6, Block 1, LOTUS LAKE WOODS, Carver County, Minnesota, which vacation is legally described as follows:

Commencing at the most northerly northwest corner of said Lot 6; thence on assumed bearing of South 40 degrees 28 minutes 02 seconds West, along the northwesterly line of said Lot 6, a distance of 2.91 feet; thence South 49 degrees 31 minutes 58 seconds East a distance of 24.49 feet to a point on the existing drainage and utility easement line as donated on said LOTUS LAKE WOODS; thence North 41 degrees 21 minutes 38 seconds East, along said easement line, a distance of 7.82 feet; thence South 89 degrees 33 minutes 22 seconds East, along said easement line, a distance of 40.00 feet; thence South 81 degrees 53 minutes 22 seconds East, along said easement line, a distance of 89.00 feet; thence South 11 degrees 01 minute 38 seconds West, along said easement line, a distance of 20.82 feet to the point of beginning of the easement to be described; thence continuing South 11 degrees 01 minutes 38 seconds West, along said easement line, a distance of 7.18 feet; thence South 27 degrees 23 minutes 22 seconds East, along said easement line, a distance of 18.23 feet; thence North 00 degrees 39 minutes 40 seconds West a distance of 8.71 feet; thence North 25 degrees 27 minutes 27 seconds West, a distance of 16.08 feet to the point of beginning.

All interested parties are encouraged to attend this public hearing and express their opinions with respect to this proposal. If you have any questions, please contact:

Mackenze Grunig, Project Engineer
Phone: (952) 227-1165

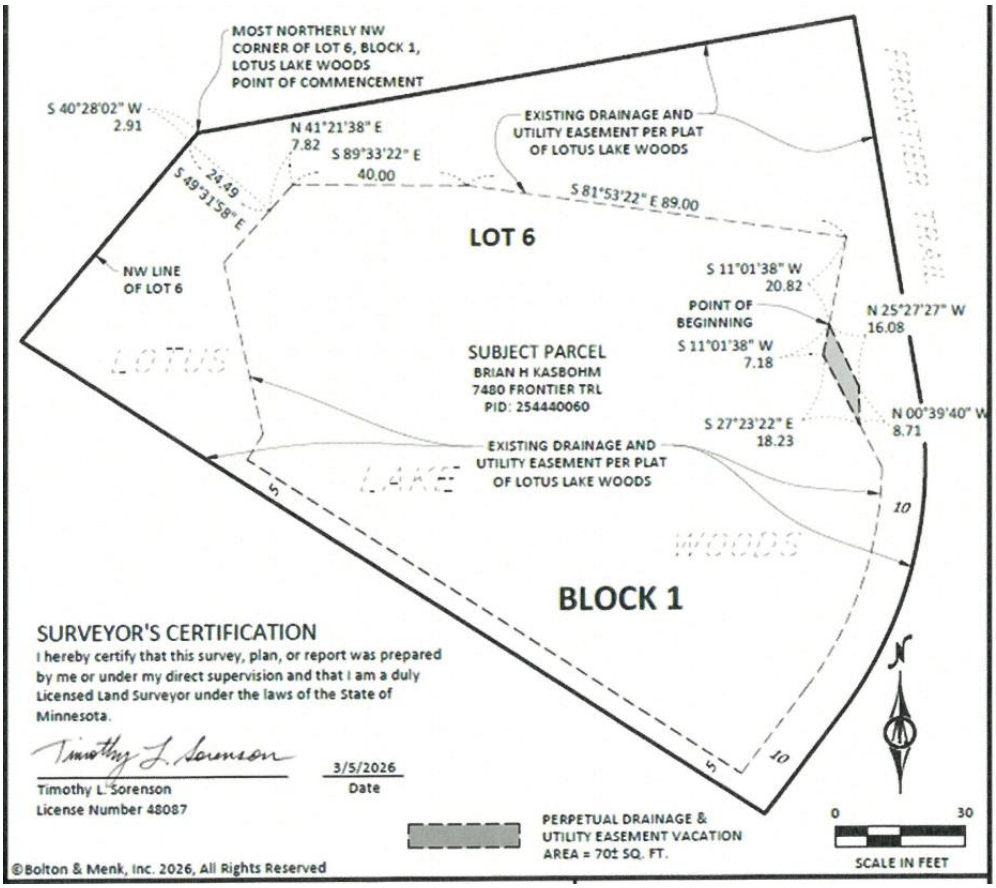
(Publish in the *Sun Sailor* on April 16 & April 23, 2026)

NOTICE OF PUBLIC HEARING

CITY OF CHANHASSEN
COUNTY OF CARVER AND COUNTY OF HENNEPIN
STATE OF MINNESOTA

CITY COUNCIL MEETING
April, 27, 2026
7:00 p.m.
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All interested parties are encouraged to attend this public hearing and express their opinions with respect to this proposal. If you have any questions, please contact:

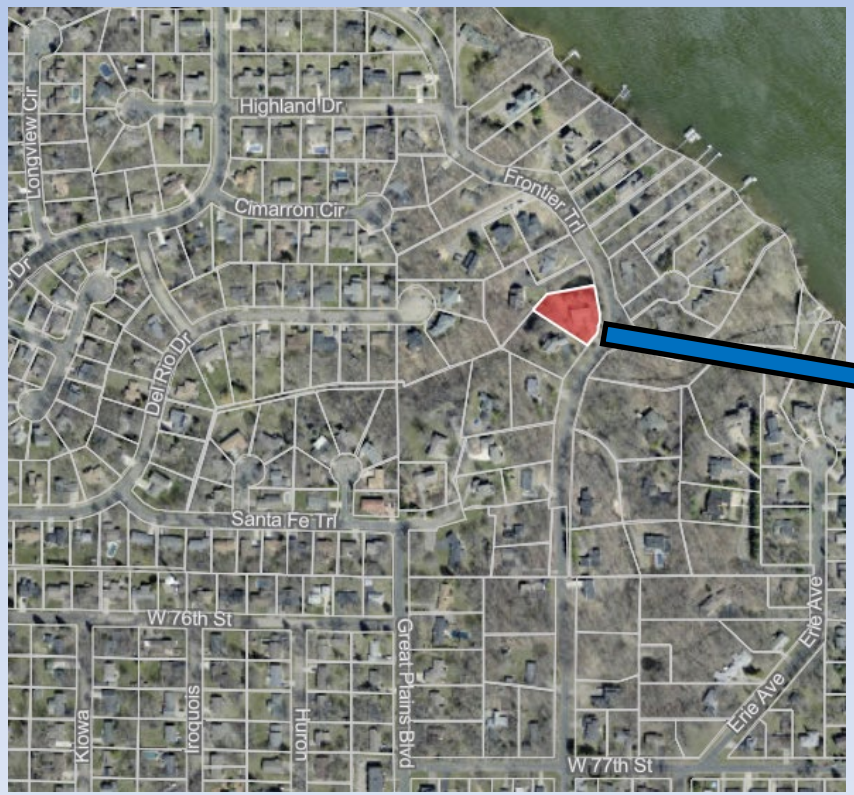
Mackenze Grunig, Project Engineer
Phone: (952) 227-1165

Easement Acquisition Agreement and Partial Vacation of Existing Public Drainage and Utility Easement

For the property located at
7480 Frontier Trail

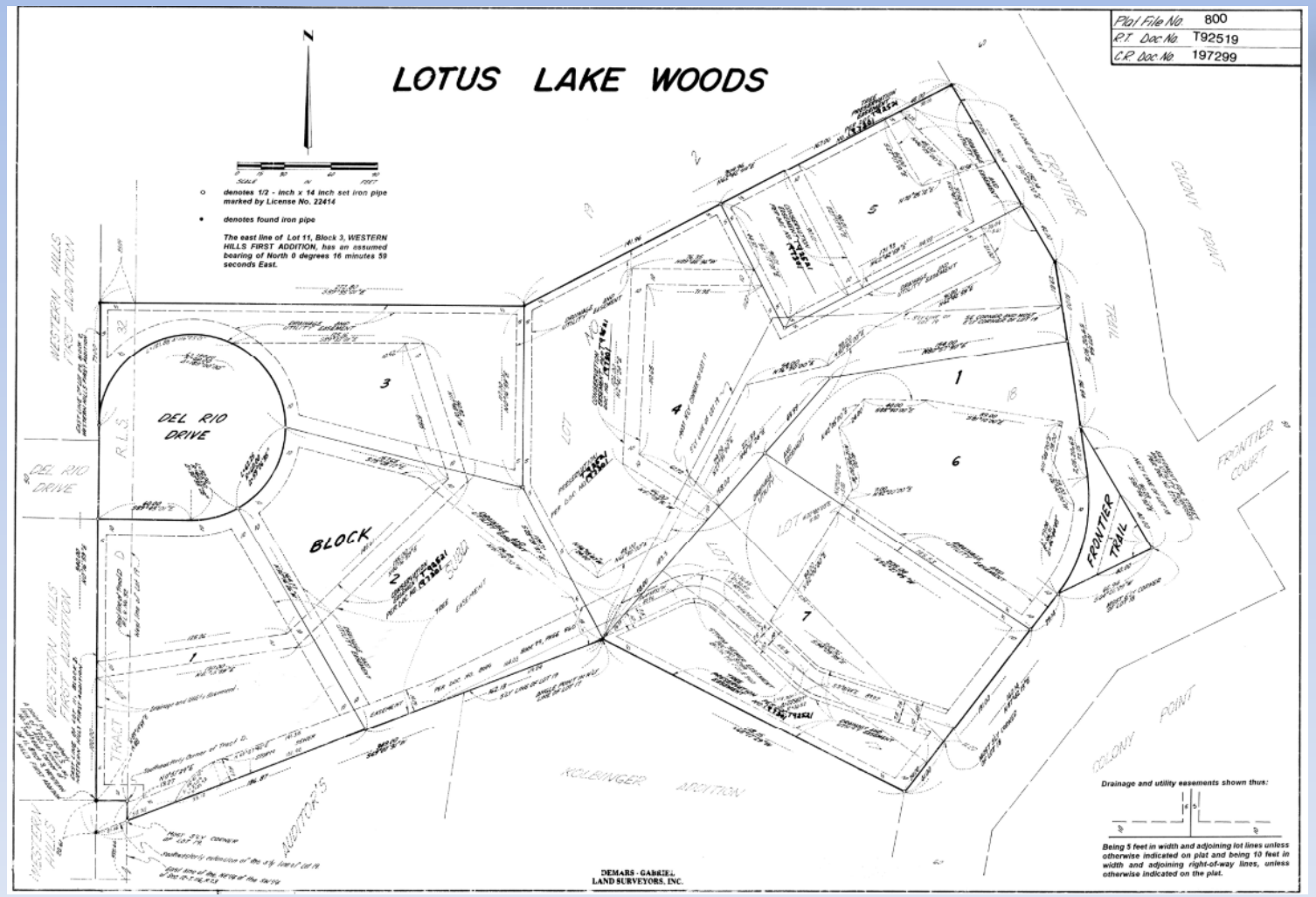
City Council meeting
April 27, 2026

Location Map



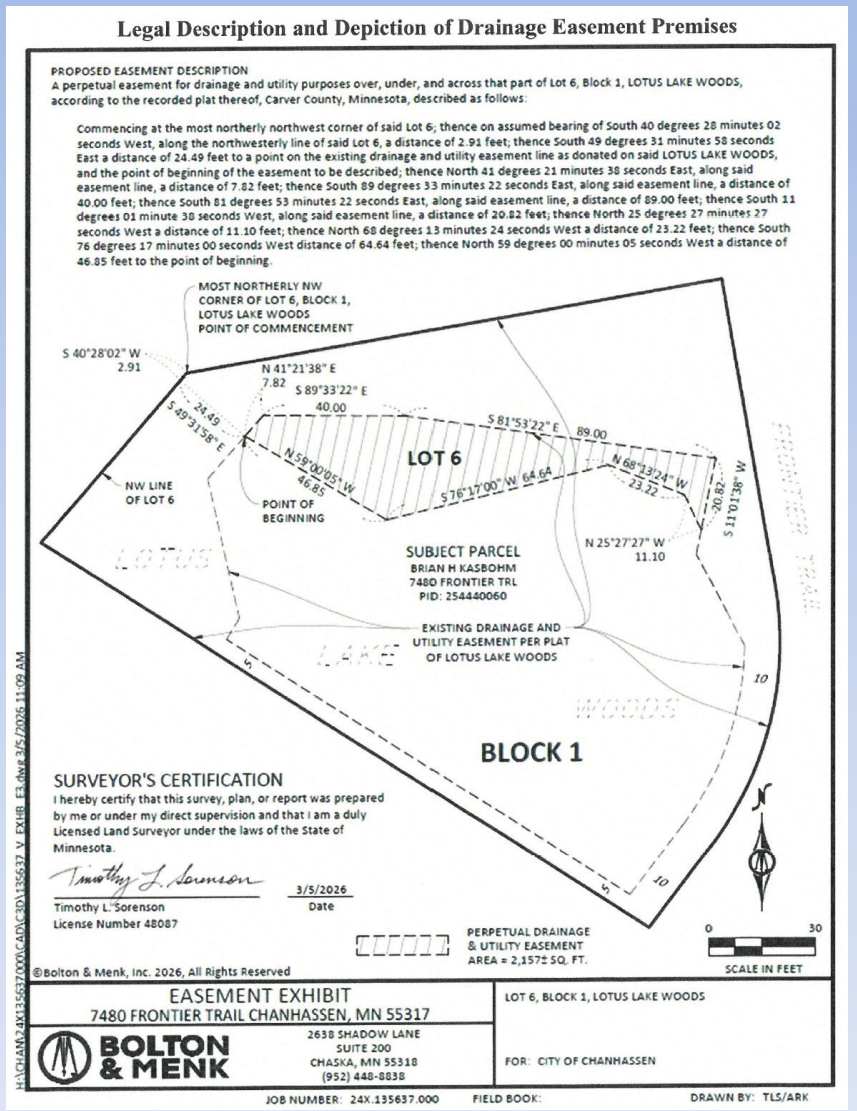


Existing Plat – 1996
Lot 6, Block 1



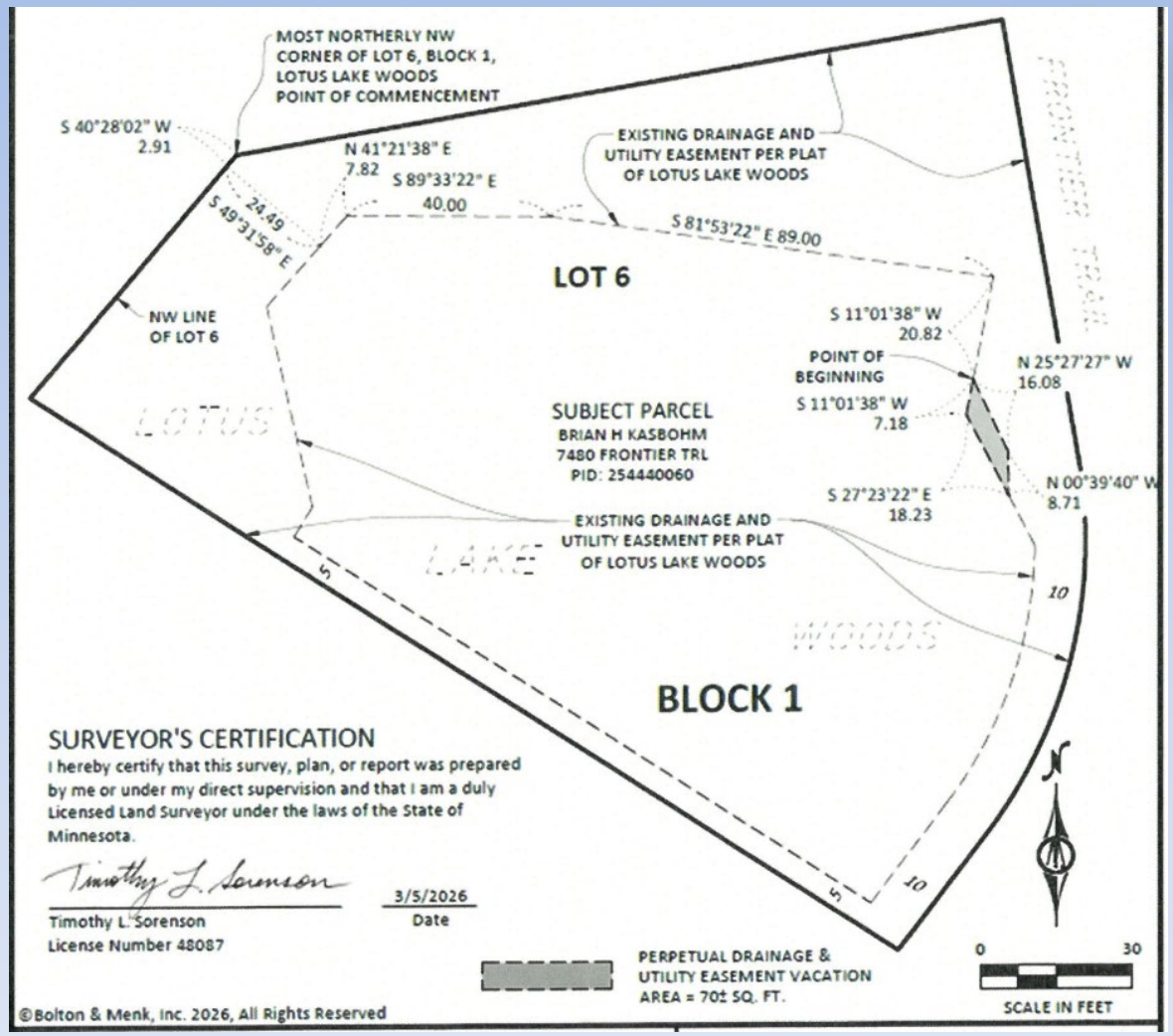
Easement Acquisition

- The City completed improvements to the stormwater pond on the property as part of the 2025 City Pavement Rehabilitation Project. Portions of the pond's 100-year flood elevation area are not covered by a D&U easement.
- A right of entry was used to perform the work.



Easement Vacation

- The area to be vacated is no longer needed for the pond and is being vacated as part of the agreement with the property owner for the acquisition area



Public Hearing

Vacating Public Drainage and Utility Easements requires the city to hold a Public Hearing.

The hearing was duly noticed and scheduled.

No public comments have been received to date by the Engineering Department.

Recommended Motion

"The Chanhassen City Council adopts a resolution approving a Grant of Permanent Easement and authorizes the partial vacation of existing public drainage and utility easement for the property located at 7480 Frontier Trail, Lot 6, Block 1, Lotus Lake Woods, Carver County, Minnesota."

City Council Item

April 27, 2026

Item	Resolution 2026:XX and Ordinance XXX: Consider a Metes & Bounds Subdivision and Rezoning from Rural Residential to Single-Family Residential for the property located at 6651 Galpin Boulevard	
File No.	Planning Case #2026-06	**Item No:** G.3
Agenda Section	**PUBLIC HEARINGS**	
Prepared By	Rachel Arsenault, Associate Planner	
Reviewed By		

SUGGESTED ACTION

"The Chanhassen City Council approves the proposed metes & bounds subdivision and rezoning from Rural Residential to Single-Family Residential for the property located at 6651 Galpin Boulevard."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Development & Redevelopment

SUMMARY

The Applicant is requesting a metes & bounds subdivision and a rezoning from Rural Residential to Single-Family Residential for the property located at 6651 Galpin Boulevard.

BACKGROUND

This property is located in the Lake Lucy Highlands development, platted in 1986. This development was guided as Residential Large Lot by the 2040 Comprehensive Plan. City sewer and water service were made accessible to this property during the reconstruction of Galpin Boulevard in the summer of 2024. The extension of these services made the property eligible to be reguided in accordance with the policies of the 2040 Comprehensive Plan.

On March 24, 2025, the Chanhassen City Council approved a Comprehensive Plan Amendment to reguide the property in the 2040 Comprehensive Plan from Residential Large Lot to Residential Low Density. This made the property eligible to be rezoned and subdivided.

DISCUSSION

BUDGET

RECOMMENDATION

The Chanhassen Planning Commission recommended approval of the requested rezoning from Rural Residential to Single-Family Residential for the property located at 6651 Galpin Boulevard, subject to the conditions of the staff report. The Planning Commission does not review or make recommendations for metes & bounds subdivisions and therefore does not make a recommendation on that portion of the proposal.

ATTACHMENTS

Resolution Metes and Bounds Subdivision
Rezoning Ordinance
Development Application
Narrative
Plan Set
Survey
Staff Report
Findings of Fact and Decision

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

DATE: April 27, 2026 **RESOLUTION NO: 2026-XX**

MOTION BY: _____ **SECONDED BY:** _____

A RESOLUTION APPROVING A METES AND BOUNDS SUBDIVISION AT 6651 GALPIN BOULEVARD, CHANHASSEN, MINNESOTA

WHEREAS, the Property Owners of 6651 Galpin Boulevard have requested subdivision approval, described as Exhibit A, with a metes-and-bounds property description on property in Chanhassen described in Exhibit B:

WHEREAS, the property is guided by the 2040 Comprehensive Plan as Residential Low Density; and

WHEREAS, the property shall be rezoned in accordance with the City of Chanhassen Comprehensive Plan; and

WHEREAS, the proposed metes and bounds subdivision complies with all requirements of the Chanhassen City Code; and

WHEREAS, the proposed metes and bounds subdivision adequately provides for water supply, storm drainage, sewage disposal, streets, erosion control and all other improvements required by the city; and

WHEREAS, the proposed metes and bounds subdivision is consistent with the Chanhassen Comprehensive Plan and Zoning ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Chanhassen City Council hereby approves a metes and bounds subdivision consisting of two parcels, Exhibit B, subject to the conditions of approval in the staff report dated April 22, 2026, and adoption of the Findings of Fact and Decision.

PASSED AND ADOPTED by the Chanhassen City Council this 27th day of April 2026.

ATTEST:

_____ _____
Jenny Potter, City Clerk Elise Ryan, Mayor

YES **NO** **ABSENT**

Exhibit A:

Lot 2, Block 1, Lake Lucy Highlands, Carver County, Minnesota.

Exhibit B:

Parcel A:
The north 105 feet of Lot 2, Block 1, Lake Lucy Highlands, Carver County, Minnesota.

Parcel B:
That part of Lot 2, Block 1, Lake Lucy Highlands, Carver County, Minnesota lying south of the north 105 feet thereof.

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

ORDINANCE NO. ___

AN ORDINANCE AMENDING CHAPTER 20 OF THE CHANHASSEN CITY CODE, THE CITY'S ZONING ORDINANCE, BY REZONING CERTAIN PROPERTY TO SINGLE-FAMILY RESIDENTIAL DISTRICT (RSF)

THE CITY COUNCIL OF THE CITY OF CHANHASSEN ORDAINS:

Section 1. Chapter 20 of the Chanhassen City Code, the City's zoning ordinance, is hereby amended by rezoning all property in attached Exhibit A from Rural Residential (RR) to Single-Family Residential (RSF).

Section 2. The zoning map of the City of Chanhassen shall not be republished to show the aforesaid zoning, but the Clerk shall appropriately mark the zoning map on file in the Clerk's Office for the purpose of indicating the rezoning hereinabove provided for in this ordinance, and all the notations, references, and other information shown thereon are hereby incorporated by reference and made a part of this ordinance.

Section 3. This ordinance shall be effective immediately upon its passage and publication.

PASSED AND ADOPTED this 27th day of April 2026, by the City Council of the City of Chanhassen, Minnesota.

Jenny Potter, City Clerk

Elise Ryan, Mayor

(Published in _____ on _____, 2026)

EXHIBIT A

Lot 2, Block 1, Lake Lucy Highlands, Carver County, Minnesota.

COMMUNITY DEVELOPMENT DEPARTMENT
Planning Division – 7700 Market Boulevard
Mailing Address – P.O. Box 147, Chanhassen, MN 55317
Phone: (952) 227-1100 / Fax: (952) 227-1110

CITY OF CHANHASSEN

APPLICATION FOR DEVELOPMENT REVIEW

Submittal Date: 6/16/2025 PC Date: _____ CC Date: _____ 60-Day Review Date: _____

Section 1: Application Type (check all that apply)

(Refer to the appropriate Application Checklist for required submittal information that must accompany this application)

- ☐ Comprehensive Plan Amendment $700
- ☐ Conditional Use Permit (CUP)
  - ☐ Single-Family Residence $400
  - ☐ All Others $600
- ☐ Interim Use Permit (IUP)
  - ☐ In conjunction with Single-Family Residence .. $400
  - ☐ All Others $600
- ☒ Rezoning (REZ)
  - ☐ Planned Unit Development (PUD) $750
  - ☐ Minor Amendment to existing PUD $100
  - ☒ All Others $600
- ☐ Sign Plan Review $150
- ☐ Site Plan Review (SPR)
  - ☐ Administrative $100
  - ☐ Residential/Commercial/Industrial Districts .. $750**
- ☒ Subdivision (SUB)
  - ☐ Plat 3 lots or less $500
  - ☐ Plat over 3 lots $1250
  - ☒ Metes & Bounds (2 lots) $300
  - ☐ Consolidate Lots $150
  - ☐ Administrative Subd. (Line Adjustment) $150
  - ☐ Final Plat $700*
- ☐ Vacation of Easements/Right-of-way (VAC) $300
  (Additional recording fees may apply)
- ☐ Variance (VAR) $200
- ☐ Wetland Alteration Permit (WAP)
  - ☐ Single-Family Residence $150
  - ☐ All Others $275
- ☐ Appeal of Administrative Decision $200
- ☐ Zoning Ordinance Amendment (ZOA) $500

***NOTE**: When multiple applications are processed concurrently, the appropriate fee shall be charged for each application.*

- ☐ Notification Sign (City to install and remove) $200
- ☐ Escrow for Recording Documents (check all that apply) ..... $ per document
  - ☐ Conditional Use Permit - $50
  - ☐ Interim Use Permit - $50
  - ☐ Site Plan Agreement - $85
  - ☐ Wetland Alteration Permit - $50
  - ☐ Easements (____ easements) - $85
  - ☐ Vacation - $85
  - ☐ Variance - $50
  - ☒ Metes & Bounds Sub (2 deeds) - $250
  - ☐ Deeds - $100

TOTAL FEE: 1,150.00

*Includes $450 escrow for attorney costs.
**Additional escrow may be required for other applications through the development contract.

Section 2: Required Information

Description of Proposal:

Property Address or Location: 6651 Galpin Blvd

Parcel #: — Legal Description: Lot 2, Block 1, Lake Lucy Highland

Total Acreage: 2.3 Wetlands Present? ☒ Yes ☐ No

Present Zoning: ~~Large~~ Rural Residential Requested Zoning: Residential Single Family

Present Land Use Designation: Residential Low Density Requested Land Use Designation: N/A

Existing Use of Property: Primary Home Residence

☒ Check box if separate narrative is attached.

Section 3: Property Owner and Applicant Information

APPLICANT OTHER THAN PROPERTY OWNER: In signing this application, I, as applicant, represent to have obtained authorization from the property owner to file this application. I agree to be bound by conditions of approval, subject only to the right to object at the hearings on the application or during the appeal period. If this application has not been signed by the property owner, I have attached separate documentation of full legal capacity to file the application. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application. I will keep myself informed of the deadlines for submission of material and the progress of this application. I further understand that additional fees may be charged for consulting fees, feasibility studies, etc. with an estimate prior to any authorization to proceed with the study. I certify that the information and exhibits submitted are true and correct.

Name: _____ Contact: _____

Address: _____ Phone: _____

City/State/Zip: _____ Cell: _____

Email: _____ Fax: _____

Signature: _____ Date: _____

PROPERTY OWNER: In signing this application, I, as property owner, have full legal capacity to, and hereby do, authorize the filing of this application. I understand that conditions of approval are binding and agree to be bound by those conditions, subject only to the right to object at the hearings or during the appeal periods. I will keep myself informed of the deadlines for submission of material and the progress of this application. I further understand that additional fees may be charged for consulting fees, feasibility studies, etc. with an estimate prior to any authorization to proceed with the study. I certify that the information and exhibits submitted are true and correct.

Name: Steve & Wendy Buresh Contact: Steve Buresh

Address: 6651 Galpin Blvd Phone: 612-670-6983

City/State/Zip: Excelsior, MN 55331 Cell: _____

Email: [redacted] Fax: _____

Signature: Steven W. Buresh Date: 6/16/2025

This application must be completed in full and be typewritten or clearly printed and must be accompanied by all information and plans required by applicable City Ordinance provisions. Before filing this application, refer to the appropriate Application Checklist and confer with the Planning Department to determine the specific ordinance and applicable procedural requirements.

A determination of completeness of the application shall be made within 15 business days of application submittal. A written notice of application deficiencies shall be mailed to the applicant within 15 business days of application.

PROJECT ENGINEER (if applicable)

Name: _____ Contact: _____

Address: _____ Phone: _____

City/State/Zip: _____ Cell: _____

Email: _____ Fax: _____

Section 4: Notification Information

Who should receive copies of staff reports?

- ☒ Property Owner Email [redacted]
- ☐ Applicant Email _____
- ☐ Engineer Email _____
- ☐ Other* Email _____

***Other Contact Information:**

Name: _____

Address: _____

City/State/Zip: _____

Email: _____

INSTRUCTIONS TO APPLICANT: Complete all necessary form fields, then select **SAVE FORM** to save a copy to your device. **PRINT FORM** and deliver to city along with required documents and payment. **SUBMIT FORM** to send a digital copy to the city for processing.

Proposed amendment for Lot 2, Block 1, Lake Lucy Highlands

Address: 6651 Galpin Boulevard

Excelsior, Minnesota 55331

Owners: Steven W. Buresh and Wendy Lam Buresh

Held in the Buresh Living Trust

With the completion of the active sanitary sewer and city water connections on Galpin Boulevard north from Lake Lucy Road in 2024 and the two separate city connections created on the above property, we would like to propose the following amendments.

1) Rezone our property from large lot residential to residential low density.
2) Subdivide our 2.5-acre lot into two 1.25 acre lots. The current 2.5-acre lot is 235 feet on the east and west (facing Galpin Boulevard) sides. The proposed amendment would produce two lots 117.5 feet on the east and west sides and would remain 350 feet on the north and south sides.

The existing home at 6651 Galpin Boulevard would remain on the new northern 1.25-acre lot.

In regards to the new southern 1.25-acre lot, our proposal is to build a new single level residential home after the sale of our existing home at 6651 Galpin Boulevard on the northern lot.

This proposed change seems to fit with staff's future desire for the area and fits with the sanitary sewer and city water work that was done as part of the 2024 portion of the Galpin Boulevard project.

Thank you for your consideration in this proposal.

Steven W. Buresh and Wendy Lam Buresh

6651 Galpin Boulevard

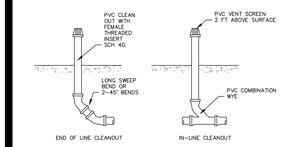
Excelsior, Minnesota 55331

Phone: 612-670-6983

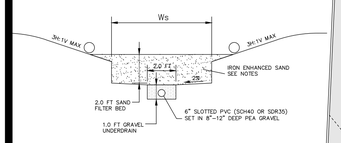
SITE & GRADING PLAN

Made For:
Mr. Peter Grubish
Timberline Homes
7900 International Drive
Bloomington, MN 55425

LAKE & LAND SURVEYING, INC.
1200 Centre Pointe Curve, Suite 375
Mendota Heights, Minnesota 55120
Phone: 651-776-6211



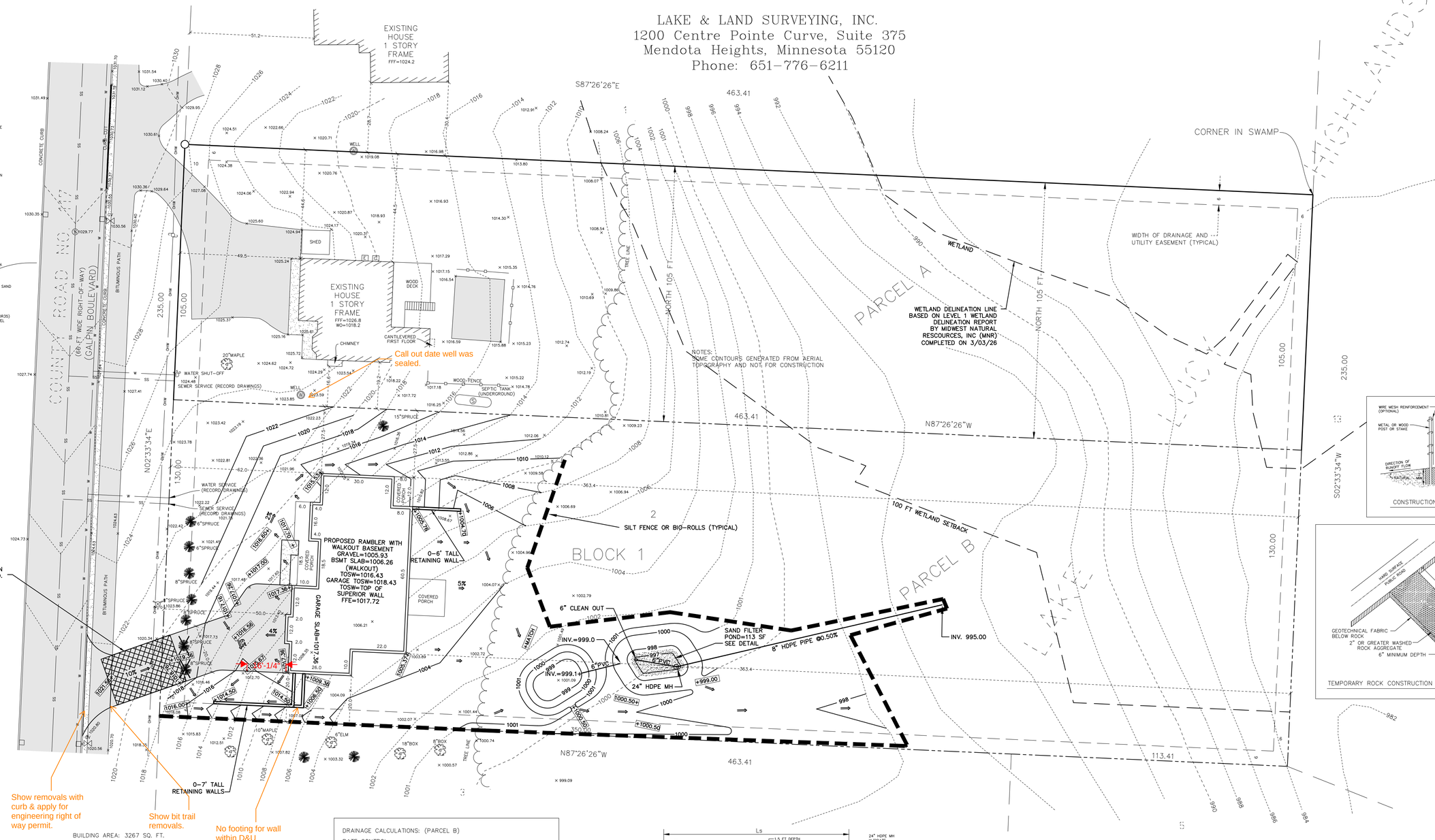
CLEANOUT DETAIL



SAND FILTER DETAIL (SECTION VIEW)

DETAIL NOTES:

1. INSTALL SEDIMENTATION LOGS AROUND SAND FILTER MEDIA.
2. SEED BASIN SIDE SLOPES WITH MN STATE SEED MIX NO. 33-261 @35 LBS/ACRE.
3. USE 10 CY IRON ENHANCED SAND FILTER MIX NEAR 6" PIPE. MIX CONSTRUCTION SAND (ASTM C33) WITH 5% BY WEIGHT IRON FILINGS EVENLY MIXED INTO THE SAND.
4. MUST BE PRE-MIXED OFF-SITE AND MUST BE PLAISTED'S 95-5 MIX OR APPROVED EQUAL. SEE ADDITIONAL NOTES REGARDING MIX.
5. DO NOT LOOSEN SIDE SLOPES ABOVE 839.50 CONTOUR.



SCALE
1 INCH = 20 FT.

BASIS OF BEARINGS: ASSUMED

NOTES

- +XXX.XX Denotes Proposed Spot Elevation
- XXX Denotes Proposed Contours
- Denotes Proposed Drainage Direction
- Denotes Power Pole
- × 1003.32 Denotes Existing Spot Elevation
- 998 Denotes Existing Contour
- GV Denotes Gate Valve
- Denotes Tree Line
- G Denotes Gas Meter
- E Denotes Electric Meter
- Denotes Wood Fence
- OHW Denotes Overhead Utility wires
- Denotes Bituminous Surface
- Denotes Concrete Surface
- Denotes Proposed Silt Fence or Bio Rolls

LAKE & LAND SURVEYING. JOB NO. 2025.084 JK

BUILDING AREA: 3267 SQ. FT.
PORCH AREAS: 565 SQ. FT.
SIDEWALK AREA: 92 SQ. FT.
DRIVEWAY AREA: 1851 SQ. FT.
TOTAL IMPERVIOUS AREA: 5775 SQ. FT.

Current Legal Description: (Warranty Deed)
Lot 2, Block 1, LAKE LUCY HIGHLANDS, Carver County, Minnesota.

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Professional Engineer under the laws of the state of Minnesota.

James L. Grams
Rev. March 9, 2026
February 4, 2026
James L. Grams
Professional Engineer
Minnesota Registration No. 49623

SITE ADDRESS: 6651 GALPIN BOULEVARD, EXCELSIOR, MN

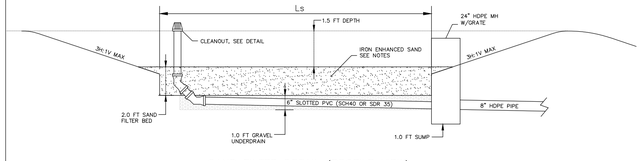
DRAINAGE CALCULATIONS: (PARCEL B)

RATE CONTROL
SEE STORMWATER CALCULATIONS

VOLUME
ABSTRACTION OF 1.1 INCH FROM IMPERVIOUS SURFACE
NA, SITE IS RESTRICTED (CLAYEY SOILS, LOW INFILTRATION RATE)

WATER QUALITY
VOLUME ABSTRACTION (NA, SEE VOLUME ABOVE)
OR
TREATMENT (60% REMOVAL TP, 90% REMOVAL TSS)
TREATMENT OF WATER QUALITY VOLUME (WQV)
PROVIDED BY SAND FILTER.
WQV = 1.1 IN X 5775 SF X (1FT/12IN) = 529 CF
REQUIRED SAND FILTER AREA = WQV/ k * t
k=1.2 in/hr (sand), t=48 hours
SAND FILTER AREA = 529 CF / (1.2 in/hr * 48 hr / 12) = 110 SF
USE 16 FT x 7 FT SAND FILTER = 112 SF

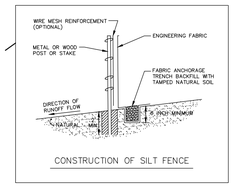
AREAS:
TOTAL EXISTING LOT AREA: 108,901 SQ. FT. OR 2.50 ACRES
PROPOSED LOT AREA PARCEL A: 48,658 SQ. FT. OR 1.12 ACRES
PROPOSED LOT AREA PARCEL B: 60,243 SQ. FT. OR 1.38 ACRES



SAND FILTER DETAIL (PROFILE VIEW)

Proposed Legal Description Parcel A
The north 105 feet of Lot 2, Block 1, LAKE LUCY HIGHLANDS, Carver County, Minnesota.

Proposed Legal Description Parcel B
That part of Lot 2, Block 1, LAKE LUCY HIGHLANDS, Carver County, Minnesota lying south of the north 105 feet thereof.



CONSTRUCTION OF SILT FENCE

TEMPORARY ROCK CONSTRUCTION SITE ENTRANCE PAD

1. Sequence of Erosion Control Construction Activities
a) Installation of silt fence or Bio Rolls prior to any construction activity.
b) Installation of rock construction entrance prior to any construction activity.
c) The site shall be re-vegetated within 48 hours of final grading.
d) Install landscaping as per landscape plan.

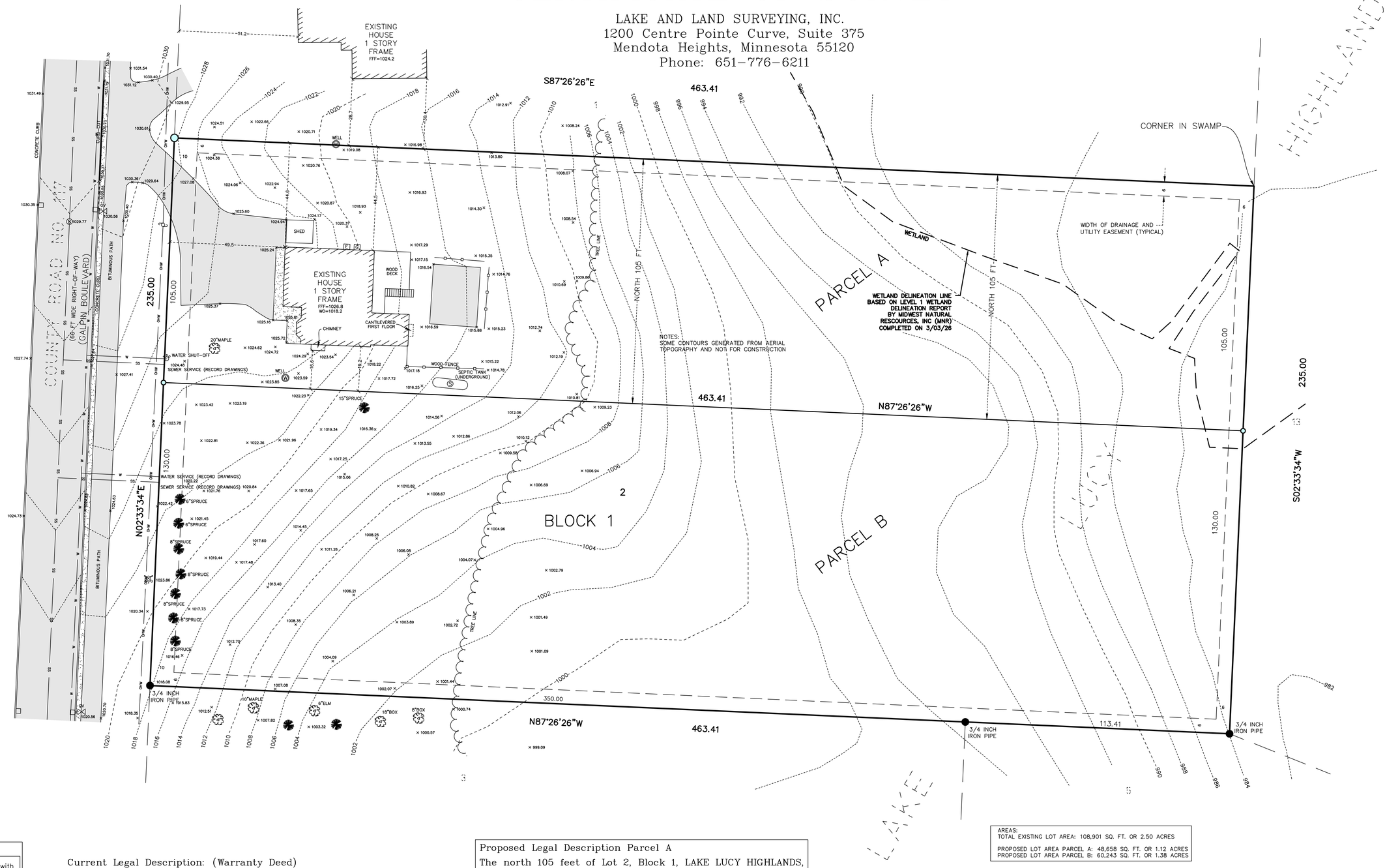
2. Erosion and Sediment Control Measures
All best management practices (BMPS) determined by the Engineer to be effective are available for use on the site. BMPs anticipated to be used on the Project include the following:
* Silt Fence
* Temporary Rock Construction Site Entrance Pad
* Concrete Mixing/Washout Basins shall be taken offsite
* Final Landscaping with Seed, Fertilizer, Topsoil or Sod
* Street Sweeping

3. Inspection and Maintenance
The Contractor is responsible for providing, maintaining and removing all Erosion Control BMPs, as set forth above, which includes all materials, equipment and labor.
Owner is responsible for having the Contractor install, maintain and remove the BMPs as set forth above.

CERTIFICATE OF SURVEY

Made For:
Mr. Peter Grubish
Timberline Homes
7900 International Drive
Bloomington, MN 55425

LAKE AND LAND SURVEYING, INC.
1200 Centre Pointe Curve, Suite 375
Mendota Heights, Minnesota 55120
Phone: 651-776-6211



BASIS OF BEARINGS: ASSUMED

NOTES

- Denotes 12 Inch Common Spike set with washer stamped RLS 60424 or as noted after Lot Split approval.
- Denotes Iron Monument found size, type, & R.L.S. as noted.
- Denotes Power Pole
- Denotes Existing Spot Elevation
- Denotes Existing Contour
- Denotes Gate Valve
- Denotes Tree Line
- Denotes Gas Meter
- Denotes Electric Meter
- Denotes Wood Fence
- Denotes Overhead Utility wires
- Denotes Bituminous Surface
- Denotes Concrete Surface

LAKE & LAND SURVEYING. JOB NO. 2025.084 JK

Current Legal Description: (Warranty Deed)
Lot 2, Block 1, LAKE LUCY HIGHLANDS,
Carver County, Minnesota.

Proposed Legal Description Parcel A
The north 105 feet of Lot 2, Block 1, LAKE LUCY HIGHLANDS, Carver County, Minnesota.

Proposed Legal Description Parcel B
That part of Lot 2, Block 1, LAKE LUCY HIGHLANDS, Carver County, Minnesota lying south of the north 105 feet thereof.

AREAS:
TOTAL EXISTING LOT AREA: 108,901 SQ. FT. OR 2.50 ACRES

PROPOSED LOT AREA PARCEL A: 48,658 SQ. FT. OR 1.12 ACRES
PROPOSED LOT AREA PARCEL B: 60,243 SQ. FT. OR 1.38 ACRES

SITE ADDRESS: 6651 GALPIN BOULEVARD, EXCELSIOR, MN

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the state of Minnesota

Ryan M Peterson

Ryan M. Peterson
Registered Land Surveyor
Minnesota Registration No. 60424

Rev. March 9, 2026
Rev. June 23, 2025
May 6, 2025

CITY OF CHANHASSEN

A Community for Life

Application:	Metes & Bounds Subdivision and Rezoning (Planning Case #2026-06)
Staff Report Date:	April 22, 2026
Drafted By:	Rachel Arsenault, Associate Planner Joe Seidl, Water Resources Engineer Mackenze Grunig, Project Engineer
Planning Commission Review Date:	April 7, 2026
City Council Review Date:	April 27 2026

PROPOSED MOTION:

"The Chanhassen City Council approves the proposed metes & bounds subdivision and rezoning from Rural Residential to Single-Family Residential for the property located at 6651 Galpin Boulevard."

SUMMARY OF REQUEST: The Applicant is requesting a metes & bounds subdivision and a rezoning from Rural Residential to Single-Family Residential for the property located at 6651 Galpin Boulevard.

PLANNING COMMISSION RECOMMENDATION: The Chanhassen Planning Commission recommends approval of the requested rezoning from Rural Residential to Single-Family Residential for the property located at 6651 Galpin Boulevard. The Planning Commission does not review metes & bounds subdivision proposals and therefore does not make a recommendation on that portion of the proposal.

LOCATION:	6651 Galpin Blvd
PID:	254070020
DEVELOPER/APPLICANT/ OWNER:	Steve & Wendy Buresh
PRESENT ZONING:	Rural Residential, RR
2040 LAND USE PLAN:	Residential Low Density
ACREAGE:	2.50 acres
DENSITY:	1.11 net units/acre



LEVEL OF CITY DISCRETION IN DECISION-MAKING:
The city has discretion in approving a **rezoning** because the city is acting in its legislative or policy-making capacity. A **rezoning** must be consistent with the city's Comprehensive Plan.

The city's discretion in approving or denying a **metes & bounds subdivision** is limited to whether or not the proposed project complies with zoning ordinance requirements. If it meets these standards, the city shall approve the subdivision. This is a quasi-judicial decision.

Notice of this public hearing has been mailed to all property owners within 500 feet.

Notice of the rezoning public hearing at Planning Commission was mailed to all property owners within 500 feet.

APPLICABLE REGULATIONS
City of Chanhassen 2040 Comprehensive Plan and 2040 Future Land Use Map
Chapter 18 – Subdivisions
Chapter 20 – Article 20-XII RSF Single-Family Residential
Chapter 20 – Article 20-VI Wetland Protection

PROPOSAL/SUMMARY
The Applicant is requesting a metes & bounds subdivision and a rezoning from Rural Residential to Single-Family Residential for the property located at 6651 Galpin Boulevard.

BACKGROUND
This property is located in the Lake Lucy Highlands development, platted in 1986. This development was guided as Residential Large Lot by the 2040 Comprehensive Plan.

City sewer and water service were made accessible to this property during the reconstruction of Galpin Boulevard in the summer of 2024. The extension of these services made the property eligible for reguidance in accordance with the policies of the 2040 Comprehensive Plan.

On March 24, 2025, the Chanhassen City Council approved a reguidance of the property in the 2040 Comprehensive Plan from Residential Large Lot to Residential Low Density. This reguidance made the property eligible for rezoning and subsequently subdivision.

EXISTING CONDITIONS
The property currently has one single-family home that meets the criteria of the Single-Family Residential zoning district. The home is situated on the north side of the property, and the driveway connects to the right-of-way on the north end of the property, which is preferred by engineering to minimize driveway access on a collector road such as Galpin Boulevard. There are no proposed changes to the existing structures or access.

METES AND BOUNDS SUBDIVISION

Parcel Attributes	Parcel A	Parcel B	RSF Zoning (MIN)
Lot Frontage	105 feet	130 feet	90 feet
Lot Depth	463.41 feet	463.41 feet	125 feet
Lot Size	48,658.05 sq ft	60,243.30 sq ft	15,000 sq ft
Developable Area	18,623.3 sq ft	18,531.37 sq ft	-

The proposed parcels for the metes & bounds subdivision meet the lot frontage minimum, lot depth minimum, and lot size minimum for the Single-Family Residential zoning district requested.

The existing single-family home on Parcel A meets all the RSF Single-Family Residential Zoning code requirements, including front setback minimum, side setback minimum, rear setback minimum, and maximum lot coverage.

Based on the developable area of the proposed parcels, the proposed density is approximately 2.35 dwelling units per acre. This is in accordance with the Residential Low Density guidance, which requires a minimum of 1.2 or a maximum of 4 dwelling units/acre based on the 2040 Comprehensive Plan.

SURROUNDING ZONING DESIGNATION

The properties to the north, south, and east are zoned Rural Residential. The property to the west is zoned Single-Family Residential. The Single-Family Residential zoning district is abundant surrounding this development and is a common zoning designation for this area of Chanhassen. The proposed rezoning is compatible with the character of the neighboring area.

LAND USE ZONING CONSISTENCY

The following zoning districts are consistent with Residential - Low Density land use in the 2040 Comprehensive Plan:

- **Single-Family Residential District, RSF;**
- Mixed Low Density Residential District, R-4;
- Residential Low and Medium Density Residential District, RLM; and
- Planned Unit Development – Residential, PUD-R.

The applicant is proposing a zoning district in conformance with the 2040 Comprehensive Plan Guidelines.

ENGINEERING PROJECT OVERVIEW

The applicant is requesting a Metes and Bounds subdivision and site plan review for the creation of a second lot at the property located at 6651 Galpin Boulevard south of the existing

house. The proposal includes improvements to the site consisting of a new home and driveway, and new stormwater management features. Plans and a stormwater report dated March 9, 2026, both prepared by Lake & Land Surveying, were reviewed by staff.

STREETS AND DRIVEWAY ACCESS

The Developer proposes access to the subdivision via the existing public street abutting the property: Galpin Blvd. The Developer will be required to remove a portion of existing curb to construct a new driveway access to Galpin Blvd. The removal limits were not shown within the submitted plans and will be required to be shown prior to receiving the city's Right of Way permit needed to construct the driveway. The driveway for Parcel B will be required to position as far south on the lot as possible while meeting city code regulations. This requirement aligns future potential driveways next to one another to effectively minimize the access point on Galpin Boulevard, a collector roadway.

WETLANDS

The proposed plan identifies one (1) wetland on-site, delineated by Midwest Natural Resources on March 3, 2026. This delineation has not yet been reviewed or approved by the City of Chanhassen in its role as the Local Government Unit (LGU) responsible for administering the Wetland Conservation Act (WCA).

Wetland reviews under the WCA involve the Technical Evaluation Panel (TEP), which includes representatives from the city, Watershed District, Minnesota Department of Natural Resources (DNR), Board of Water and Soil Resources (BWSR), and the Carver County Soil and Water Conservation District (SWCD). The TEP is responsible for reviewing wetland applications, including confirming wetland types and boundaries. The submittal identifies the following wetland on-site:

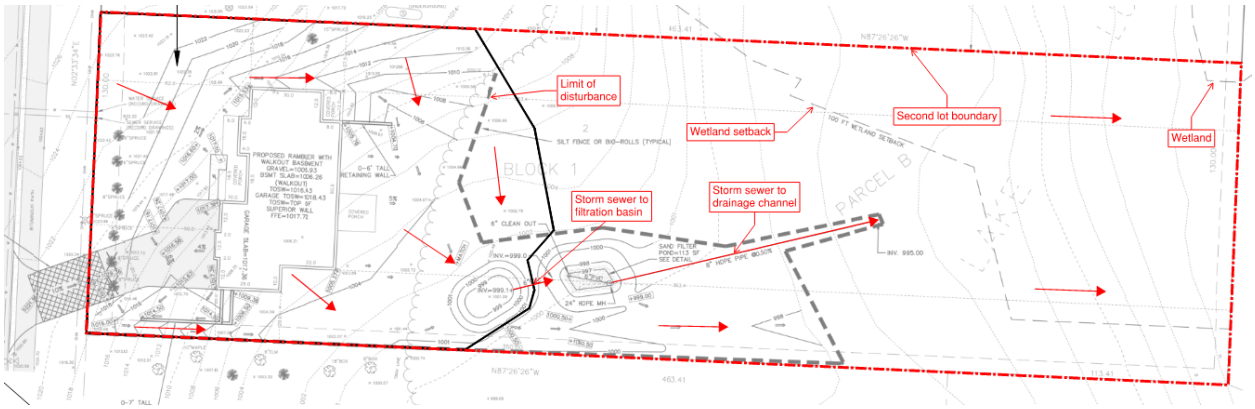
- Wetland 1 – sloping/depressional, Type 2/3/5 complex consisting of fresh wet meadow, shallow marsh, and open water.

The applicant must submit a formal WCA Joint Permit Application (JPA) to the city. Upon receipt, the city and TEP will review the application and conduct a site visit to verify the wetland's location and type. The JPA must be approved by the LGU prior to recording the subdivision. A formal Notice of Decision will be issued by the LGU to document the wetland boundary and establish the required buffer.

Based on the current plan, the wetland does not appear to be directly impacted by development or construction. However, WCA regulations and City Ordinances are intended to protect wetlands due to their value for water quality, flood mitigation, and wildlife habitat. The proposed subdivision will trigger wetland buffer requirements under Article VI, Chapter 20 of the City Code. Accordingly, the applicant must establish the required buffers following confirmation of the wetland delineation and MnRAM assessment by the TEP. The verified wetland boundary and buffer must be incorporated into the final survey prior to the issuance of building permits.

GRADING & DRAINAGE

The proposed second lot, south of the existing house, currently contains open grass, wooded areas, and a wetland. Under existing conditions, the west half of the site drains southeast to a point just off-site, then re-enters the property in the southeastern portion. Ultimately, drainage from the entire site flows southeast off-site into a natural drainage channel.



Under proposed conditions, the western half of the second lot will be mass graded to accommodate a new house and driveway. Overall, drainage patterns will remain generally consistent with existing conditions. An iron-enhanced filtration basin Best Management Practice (BMP) is proposed to treat runoff from new impervious surfaces, with a rate control basin located upstream of the filtration basin. Most disturbed areas will drain southeast to the proposed rate control basin and filtration system before discharging off-site to a southeast drainage ditch. However, a small portion in the southwest appears to drain south off-site under proposed conditions, bypassing the treatment BMPs. This flow path is not reflected in the current mapped drainage boundaries. The proposed iron-enhanced filtration basin and rate control basin are intended to provide treatment for new impervious surfaces and to meet applicable discharge rate requirements. However, the current design needs to be modified to meet rate control, volume control, or water quality requirements.

EROSION CONTROL

The proposed development is not expected to exceed one (1) acre of disturbance and will, therefore, not be subject to the General Permit Authorization to Discharge Stormwater Associated with Construction Activity Under the National Pollution Discharge Elimination/State Disposal System (NPDES Construction Permit). Though a NPDES permit is not required, the project shall still adhere to erosion and sediment control guidelines as outlined in Section 19-145 of City Code. All erosion control shall be installed and inspected by city staff prior to initiation of site grading activities. Total site disturbance shall be confirmed prior to issuance of building permits. The applicant shall develop a complete erosion control plan subject to staff approval. No earth-disturbing activities may occur until an approved erosion control plan is developed and implemented.

STORM WATER MANAGEMENT

Article VII, Chapter 19 of the City Code establishes the required stormwater management development standards. Section 19-141 states that these standards must be reflected in plans prepared by developers and project proposers in the design and layout of site plans, subdivisions, and water management features. The standards require abstraction of runoff and water quality treatment sufficient to achieve removal of 90 percent total suspended solids (TSS) and 60 percent total phosphorus (TP).

The proposed project is located within the jurisdiction of the Riley Purgatory Bluff Creek Watershed District and is therefore subject to its rules and regulations. A permit from the watershed district will be required prior to the issuance of building permits. A Stormwater Management Report has been submitted for review to verify compliance with all applicable stormwater management requirements, including rate control, volume abstraction, and water quality treatment. All review comments from both the city and the watershed district must be addressed prior to project approval.

The proposed design includes a rate control basin and an iron-enhanced filtration basin to meet stormwater management requirements. Surface runoff associated with the proposed rate control basin and filtration basin was evaluated as part of this analysis. However, design conditions chosen for TP and TSS modeling do not match the project plans. Due to inconsistencies, which include the modeled pond design level, compliance with removal standards cannot be confirmed at this time.

The applicant submitted calculations and supporting documentation indicating that the proposed drainage design will not adversely impact adjacent properties. However, discrepancies were identified between the HydroCAD and MIDS models and the project plans. As a result, compliance with rate control requirements cannot be verified. These discrepancies include inconsistencies in storage surface areas and volumes, drainage boundaries, the pond overflow weir profile, and the treatment volume provided. In addition, the analysis should include the entire disturbed area, as well as any off-site areas that drain to the project site, to evaluate rate control. On-site undisturbed areas and off-site drainage to the west and north should also be analyzed, as the current drainage boundaries do not reflect the proposed site conditions. As part of the final site plan review and agreement, the applicant shall submit final versions of the stormwater modeling (HydroCAD and MIDS) and an updated Stormwater Management Report that addresses all outstanding comments and confirms compliance with rate control, volume abstraction, and water quality standards.

All stormwater infrastructure on the site will be privately owned and maintained. The applicant shall prepare an Operation and Maintenance (O&M) Plan for the private stormwater infrastructure onsite. Maintenance of private stormwater systems is required in perpetuity. The O&M Plan must be approved by the Water Resources Engineer, or their designee, and recorded against the benefiting property. The stormwater O&M agreement shall be recorded prior to the issuance of building permits.

ANALYSIS – SUBDIVISION

1. **(IS/IS NOT)** consistent with the zoning ordinance;
   The proposed subdivision is consistent with the zoning ordinance.

2. **(IS/IS NOT)** consistent with all applicable city, county and regional plans including but not limited to the city's comprehensive plan;
   The proposed subdivision is consistent with applicable city, county and regional plans including but not limited to the city's comprehensive plan.

3. The physical characteristics of the site, including but not limited to topography, soils, vegetation, susceptibility to erosion and siltation, susceptibility to flooding, and stormwater drainage **(ARE/ARE NOT)** suitable for the proposed development;
   The physical characteristics of the site are suitable for proposed development in accordance with staff conditions.

4. The proposed subdivision **(DOES/DOES NOT)** make adequate provision for water supply, storm drainage, sewage disposal, streets, erosion control and all other improvements required by this chapter;
   The proposed subdivision has adequate provision for all utilities.

5. The proposed subdivision **(WILL/WILL NOT)** cause environmental damage;
   The proposed subdivision will not cause environmental damage.

6. The proposed subdivision **(WILL/WILL NOT)** conflict with easements of record;
   The proposed subdivision will not conflict with easements of record.

7. The proposed subdivision **(IS/IS NOT)** not premature.
   The proposed subdivision is not premature in nature.

ANALYSIS - REZONING

Staff has reviewed the proposal and found it to be in conformance with the following criteria for rezoning property.

1. The proposed zoning has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official City of Chanhassen 2040 Comprehensive Plan for Residential Low Density land use areas.
2. The proposed zoning is or will be compatible with the present and future land uses of the area.
3. The proposed zoning conforms to all performance standards contained in the Zoning Ordinance.
4. The proposed zoning will not tend to or actually depreciate the area in which it is proposed.
5. The proposed zoning can be accommodated with existing and planned public services and will not overburden the city's service capacity.

6. Traffic generation by the proposed use within the zoning district is within the capabilities of the streets serving the property.

STAFF RECOMMENDATION

Staff recommends that the Chanhassen City Council approve the requested metes & bounds subdivision and proposed rezoning from Rural Residential to Single-Family Residential for the property located at 6651 Galpin Boulevard, subject to the conditions of this report.

APPLICATION REVIEW STAFF COMMENTS

Water Resources:

1. The Developer and their design Engineer shall work with City Staff in amending the plans, dated March 9, 2026, prepared by Lake & Land Surveying, to fully satisfy plan comments and concerns. Final construction plans will be subject to review and approval by staff.
2. The Developer shall confirm filtration treatment volume provided onsite and verify that all stormwater design aspects match as modeled in HydroCAD and MIDS, presented in the stormwater management report, and shown on the plans. The applicant shall submit verification that rate control and water quality requirements are met prior to issuance of building permits.
3. The Developer shall secure an approved wetland type and boundary LGU decision prior to recording the subdivision.
4. The Developer shall work with staff to develop and implement an erosion and sediment control plan prior to the initiation of grading activities.
5. The Developer shall provide an explanation of treatment methods utilized in MIDS modeling or revise the model parameters to align with site conditions and verify compliance with water quality requirements prior to issuance of building permits.
6. Soil testing shall be required during construction to confirm underlying soil conditions are present at the basin location, since initial soil borings were not provided.
7. It is the Developer's responsibility to ensure that permits are received from all other applicable agencies with jurisdiction over the project (i.e. Army Corps of Engineers, DNR, MnDOT, Carver County, RPBC Watershed District, Board of Water and Soil Resources, MDH, MPCA, etc.). The applicant shall submit verification that all applicable permits have been secured prior to the issuance of building permits.
8. The Developer shall provide final versions of hydrologic and hydraulic (H&H) and water quality modelling with the building permit submittal.
9. The Developer shall develop a maintenance plan for the private on-site stormwater system. An Operations and Maintenance Agreement shall be recorded prior to the issuance of building permits.

Engineering:

1. The Developer shall enter into Encroachment Agreements for all private improvements located within public drainage and utility easements or right-of-way, as approved by the City Engineer, prior to issuance of building permits.
2. The Developer shall provide revised plans prepared by James Grams, dated March 9, 2026.
3. The Developer's plans show a retaining wall along the drainage and utility easement. The applicant shall verify that no footings or structural components of the retaining wall are located within the easement.
4. The plans shall show bituminous trail removals due to driveway construction, as well as damage caused by installation of the existing home's sewer and water services.
5. The plans shall show the date when the well on the site was sealed.
6. The plans shall be adjusted to show the rock entrance located outside the bituminous path.
7. The Developer shall provide appropriate trail signage when the path is closed.
8. The plans shall include curb and asphalt removal and replacement, as well as applicable city detail sheets.
9. The Developer shall provide revised plans for review and approval.
10. It is the Developer's responsibility to ensure that all required permits are obtained from other agencies with jurisdiction over the project.

Planning:

1. The driveway location for Parcel B shall require approval by City Staff.

Forestry:

1. Tree survey: Survey requirements are laid out in Chapter 18-61 of City Code where all trees over 5" dbh must be surveyed which would include location, diameter, species, condition rating and marked whether or not it is being removed or saved. All trees where the critical root zone (as defined in Chapter 1) that may be impacted by construction must be included on the survey.
2. A delineation of existing canopy coverage is needed. This can be done by taking an up-to-date aerial view of the site and calculating existing canopy coverage, minimum canopy coverage required and the canopy coverage post-construction.
3. Tree preservation detail: map of the site that includes the location of tree preservation fencing. Should also include fencing details itself- ex. 4' orange snow fence will be used for tree protection fencing around the critical root zone of trees etc.

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA

FINDINGS OF FACT
AND DECISION

IN RE: Application of Steve & Wendy Buresh for a metes & bounds subdivision and rezoning proposal.

On April 7, 2026, the Chanhassen Planning Commission met at its regularly scheduled meeting to consider the application for rezoning located at 6651 Galpin Boulevard. The Planning Commission conducted a public hearing on the proposed development which was preceded by published and mailed notice. The Planning Commission heard testimony from all interested persons wishing to speak and made a recommendation of approval.

On April 27, 2026, the City Council met at its regularly scheduled meeting to consider the rezoning and hold a public hearing for the metes & bounds subdivision. The City Council held a public hearing on the proposed development which was preceded by published and mailed notice. The City Council heard testimony from all interested persons wishing to speak and based on the rezoning and subdivision applications before the City Council, the City Council makes the following:

FINDINGS OF FACT

1. On March 6, 2026 the City received a land use application for the property legally described in attachment Exhibit A for the following:
    A. A rezoning from Rural Residential (RR) to Single-Family Residential (RSF).
    B. A metes & bounds subdivision to create two parcels.
2. The property is currently zoned Rural Residential.
3. The property is guided by the Land Use Plan as Residential Low Density.
4. The Single-Family Residential (RSF) zoning district is an eligible zoning district for the Residential Low Density land use designation.

REZONING FINDINGS

5. The proposed RSF Single-Family Residential District meets the required standards for approval:

    a. The proposed zoning has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official City of Chanhassen 2040 Comprehensive Plan for Residential Low Density land use areas.

    Finding: The proposal for rezoning is consistent with the Comprehensive Plan.

    b. The proposed zoning is or will be compatible with the present and future land uses of the area.

Finding: The proposed zoning will be compatible with the present and future land uses of the area, as the proposed is single-family residential.

c. The proposed zoning conforms to all performance standards contained in the Zoning Ordinance.

Finding: The proposed zoning conforms to all performance standards in the zoning ordinance for Single-Family Residential.

d. The proposed zoning will not tend to or actually depreciate the area in which it is proposed.

Finding: The proposed zoning will not tend to or actually depreciate the area in which it is proposed.

e. The proposed zoning can be accommodated with existing and planned public services and will not overburden the city's service capacity.

Finding: The proposed zoning can be accommodated with existing public services and will not overburden the service capacity as the utilities were installed for the development with the reconstruction of Galpin Boulevard.

f. Traffic generation by the proposed use within the zoning district is within the capabilities of the streets serving the property.

Finding: The impact to traffic with this development will be minimal and is within the capabilities of Galpin Boulevard, as only one additional single-family home can be constructed in addition to the existing single-family home.

SUBDIVISION FINDINGS

a. The proposed subdivision is consistent with the zoning ordinances;

Finding: No conflicts were found between the zoning ordinance and the proposed subdivision.

b. The proposed subdivision is consistent with all applicable city, county and regional plans including but not limited to the City's Comprehensive Plan;

Finding: The proposed subdivision is consistent with the property's guidance under the City's 2040 Comprehensive Plan and regional plans.

c. The physical characteristics of the site, including but not limited to topography, soils, vegetation, susceptibility to erosion and siltation, susceptibility to flooding, and stormwater drainage are suitable for the proposed development;

Finding: The physical characteristics of the site are conducive to residential single-family development.

d. The proposed subdivision makes adequate provision for water supply, storm drainage, sewage disposal, streets, erosion control, and all other improvements required by the subdivision ordinance, Chapter 18, and Water, Sewers and Sewage Disposal, Chapter 19;

Finding: The proposed subdivision makes adequate provision for all utilities, access, erosion control, and all other improvements required by City Code..

e. The proposed subdivision will not cause significant environmental damage;

Finding: The proposed subdivision is not expected to cause significant environmental damage.

f. The proposed subdivision will not conflict with easements of record; and

Finding: The proposed subdivision will not conflict with existing easements.

g. The proposed subdivision is not premature since adequate infrastructure is available. A subdivision is premature if any of the following exists:

1). Lack of adequate stormwater drainage.
2). Lack of adequate roads.
3). Lack of adequate sanitary sewer systems.
4). Lack of adequate off-site public improvements or support systems.

Finding: The proposed subdivision is not premature as adequate infrastructure is available to serve the proposed parcels.

6. The planning report Planning Case 2026-05, dated April 22, 2026, prepared by Rachel Arsenault, et al, is incorporated herein.

DECISION

The City Council approves the Rezoning and Metes & Bounds Subdivision subject to the conditions outlined in the staff report.

ADOPTED by the Chanhassen City Council this _____ day of _____, 2026.

CHANHASSEN CITY COUNCIL

BY:_____

Its Mayor

BY:_ _____

Its City Manager

EXHIBIT A

Lot 2, Block 1, Lake Lucy Highlands, Carver County, Minnesota.

City Council Item

April 27, 2026

Item	Approve Facility Management Agreement for the Chanhassen Community Center with Sports Facilities Companies	
File No.		**Item No:** H.1
Agenda Section	**GENERAL BUSINESS**	
Prepared By	Laurie Hokkanen, City Manager	
Reviewed By		

SUGGESTED ACTION

"The Chanhassen City Council approves entering into a contract with Sports Facilities Companies for pre-opening and management services of the Chanhassen Community Center, subject to minor modifications as may be made by legal counsel."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Financial Sustainability

SUMMARY

BACKGROUND

The City Council will consider a management services agreement with Sports Facilities Companies to support the successful planning, activation, and long-term operations of the Chanhassen Community Center. Sports Facilities Companies brings national expertise in operating multi-use recreation and community facilities, including programming, membership development, and revenue optimization. This partnership will provide the city with experienced, data-driven guidance during final design and pre-opening phases, while positioning the facility for strong operational performance from day one. Approving this agreement aligns with the city's commitment to delivering a high-quality, financially sustainable community asset that serves residents of all ages and stages.

DISCUSSION

The management contract allows the city to retain control and ownership while leveraging specialized expertise to operate a complex, multi-use facility efficiently and successfully from day one.

1. Phased Engagement (Pre-Opening + Operations)

- SFC was engaged early during final design and construction.
- They have provided input on layout, programming space, staffing models, and revenue opportunities.
- Transition into full operational support at opening.
- Flat rate of $180,000 for pre-opening services as fully described in the attached proposal.

2. City Ownership and Policy Control

- The city retains ownership of the facility and sets policy direction (fees, access, priorities).
- SFC operates within cty-approved budgets, policies, and performance expectations.

3. Day-to-Day Operations

- SFC is responsible for daily management, including staffing, programming, memberships, scheduling, and customer experience.
- Focus on activating all spaces (ice, turf, fitness, community rooms, etc.) to maximize use.

4. Financial Management & Accountability

- Annual budget developed collaboratively with city oversight and Council approval.
- Regular financial reporting, forecasting, and performance tracking.
- Emphasis on revenue generation and cost control to support long-term sustainability.

5. Performance Metrics

- Clear KPIs tied to participation, membership growth, cost recovery, and customer satisfaction.
- Ongoing evaluation to ensure the facility meets both financial and community goals.

6. Staffing Model

- Staff may be a mix of SFC-employed and/or city employees, depending on final structure. Currently, General Manager will continue to be a city employee and all other staff will be SFC-employed.
- SFC leads hiring, training, and operational standards to ensure consistency and quality.

7. Risk Management

- Defined roles for liability, insurance, and compliance.
- SFC brings industry best practices for safety, operations, and maintenance coordination.

8. Term and Flexibility

- The agreement includes an initial term of 8 years, with renewal options.
- Off-ramps and performance-based provisions allow the city to maintain control and adjust if needed.

9. Marketing and Partnerships

- SFC leads branding, membership sales strategies, and program development.
- Supports sponsorships, partnerships, and community engagement efforts.

BUDGET

The city intends to operate the Chanhassen Community as a cost-neutral venture, with operating costs covered by revenues (excluding debt service and long-term maintenance costs). The pro forma completed for the SFC project indicates that the break-even point is expected to begin in Year Three of operations. The city intends to use the fund balance reserved for this purpose to cover operating gaps prior to.

The $180,000 fee for pre-opening services was anticipated and included in the overall project budget.

During the term of the management agreement, SFC will receive compensation from the city as follows, as provided in Exhibit B of the contract.

1. Base Management Fee

   $25,000 per month

2. Deferred Management Incentive Fee
3. Sponsorship & Advertising Compensation
4. Employee Compensation
5. Reimbursed Expenses

RECOMMENDATION

Staff recommends that the City Council approve the Facility Management Agreement with Sports Facilities Companies.

ATTACHMENTS

Final Draft CC packet SFC Contract

Exhibit C

FACILITY MANAGEMENT AGREEMENT

between

CITY OF CHANHASSEN

and

SPORTS FACILITIES MANAGEMENT, LLC

Dated: April 27, 2026

FACILITY MANAGEMENT AGREEMENT

THIS FACILITY MANAGEMENT AGREEMENT (the "Agreement") is made and entered into this 27th, Day of April (the "Effective Date"), by and between the City of Chanhassen (the "Owner" or "City") and Sports Facilities Management, LLC, a Florida limited liability company (the "Manager").

RECITALS

WHEREAS, Owner owns the infrastructure, buildings, parking, lighting, sports playing surfaces, sports equipment, and all other hard assets associated with the athletic complex as the same exist now or may exist in the future including improvements related thereto specifically located at Powers Boulevard and Highway 212 as the same exist now or may exist in the future, known as the "Chanhassen Bluffs Community Center" or any other name that may be identified in the future and more particularly described in Exhibit C attached hereto ("Facility");

WHEREAS, Manager has expertise in providing management services for athletic complex facilities throughout the United States;

WHEREAS, Owner and Manager desire for Sports Facilities Management, LLC to open, operate, and manage the Facility subject to the terms and conditions set forth herein;

NOW THEREFORE, in consideration of the promises and covenants herein contained and other good and valuable consideration, the receipt of which is hereby acknowledged, Owner and Manager agree as follows:

ARTICLE 1
DEFINITIONS

1.1. **Definitions.** For purposes of this Agreement, the following terms have the meanings referred to in this Section:

Affiliate: A person or company that directly or indirectly, through one or more intermediaries, controls or is controlled by, or is under common control with, a specified person or company.

Agreement: The "Agreement" shall mean this Management Agreement, together with all exhibits attached hereto (each of which are incorporated herein as an integral part of this Agreement), as amended, supplemented or restated from time to time.

Annual Business Plan or Business Plan: shall have the meaning given to such term in Section 2 of Exhibit "A."

Capital Expenditures: All expenditures for building additions, alterations, repairs or improvements and for purchases of additional or replacement furniture, machinery, or equipment, where the cost of such expenditure is greater than Ten Thousand Dollars ($10,000) and the depreciable life of the applicable item is, according to generally accepted accounting principles, in excess of five (5) years.

Commencement Date: May 1, 2028.

Commercial Rights: Naming rights, pouring rights, advertising, sponsorships, the branding of food and beverage products for resale and memorial gifts at or with respect to the Facilities.

Early Termination Fee: The term "Early Termination Fee" shall have the meaning ascribed to such term in Section 4.3(a) of this Agreement.

Effective Date: "Effective Date" shall have the meaning ascribed to such term in the preamble of this Agreement.

Emergency Repair: The repair of a condition which, if not performed immediately, creates an imminent danger to persons or property and/or an unsafe condition at the Facility threatening persons or property.

Event of Force Majeure: An act of God, fire, earthquake, hurricane, flood, riot, civil commotion, terrorist act, terrorist threat, storm, washout, wind, lightning, landslide, explosion, epidemic, inability to obtain materials or supplies, accident to machinery or equipment, any law, ordinance, rule, regulation, or order of any public or military authority stemming from the existence of economic or energy controls, hostilities or war, a labor dispute which results in a strike or work stoppage affecting the Facility or services described in this Agreement, or any other cause or occurrence outside the reasonable control of the party claiming an inability to perform and which by the exercise of due diligence could not be reasonably prevented or overcome.

Existing Contracts: Service Contracts, Revenue Generating Contracts, and other agreements relating to the day-to-day operation of the Facilities existing as of the Commencement Date.

Facility: The "Facility" shall have the meaning ascribed to such term in the Recitals to this Agreement.

FF&E: Furniture, fixtures and equipment to be procured for use at the Facilities.

General Manager: The employee of Manager acting as the full-time on-site general manager of the Facilities.

Laws: Means all applicable laws, statutes, rules, regulations and ordinances.

Management-Level Employees: The General Manager, Marketing Manager, Operations Manager, Membership Manager, Finance Manager, and Sports Programming Manager.

Manager: The term "Manager" shall have the meaning ascribed to such term in the Recitals to this Agreement.

Operating Budget: A line-item budget for the Facility that includes a projection of Revenues and Operating Expenses, presented on a monthly and annual basis.

Operating Expenses: All expenses incurred by Manager in connection with its operation, promotion, maintenance and management of the Facilities, including but not limited to the following:

(i) employee payroll, bonuses and benefits (including payments to any national benefit system, relocation costs, termination costs (including severance costs and payments in lieu of termination), and related costs, (ii) cost of operating supplies, including general office supplies, (iii) advertising, marketing,

group sales, and public relations costs, (iv) cleaning expenses, (v) data processing costs, (vi) dues, subscriptions and membership costs, (vii) the Fixed Management Fee, (viii) printing and stationary costs, (ix) postage and freight costs, (x) equipment rental costs, (xi) minor repairs, maintenance, and equipment servicing, not including expenses relating to performing capital improvements or repairs, (xii) security expenses, (xiii) telephone and communication charges, (xiv) travel and entertainment expenses of Manager employees, (xv) cost of employee uniforms and identification, (xvi) exterminator and trash removal costs, if applicable (xvii) computer, software, hardware and training costs, (xviii) parking expenses, (xix) utility expenses, (xx) office expenses, (xxi) audit and accounting fees, (xxii) subject to the authorization and approval of the Owner in advance on the use of outside legal counsel, reasonable legal fees arising from Manager's day-to-day operation of the Facility, but such fees shall not include under any circumstances any fees incurred by Manager in relation to: (1) a dispute, including litigation, between the Owner and Manager, or (2) fees arising from a dispute, including litigation, between Manager and any third party claimant, except that expenses relating to a claim by a third party claimant shall be an Operating Expense provided that the claim is not: (1) covered by insurance Manager is required to maintain hereunder, and (2) Manager's intentional act or gross negligence caused such claim,, (xxiii) all bond and insurance costs, including but not limited to personal property, general liability, professional liability and worker's compensation insurance, (xxiv) commissions and all other fees payable to third parties *(e.g.* commissions relating to food, beverage and merchandise concessions services and commercial rights sales), (xxv) cost of complying with any Laws, (xxvi) costs incurred by Manager to settle or defend any claims asserted against Manager arising out of its operations at the Facilities on behalf of Owner, provided the claim is not: (1) covered by insurance Manager is required to maintain hereunder, and (2) Manager's intentional act or gross negligence caused such claim; (xxvii) loss, costs, damage, liability and any other obligations arising under or incurred under Service Contracts and other agreements relating to Facility operations, and (xxviii) Taxes. The term "Operating Expenses" does not include debt service on the Facility, Capital Expenditures or any Incentive Fees (all of which shall be the responsibility of the Owner).

Operating Year: Each twelve (12) month period during the Term, commencing on January 1 and ending on December 31, provided that the first Operating Year shall be a shortened year commencing on the Commencement Date and ending on December 31st of that year and the last Operating Year shall be a shortened year, ending upon the expiration of this Agreement.

Operations Manual: The document has been developed by Manager, which shall contain terms regarding the management and operation of the Facility including detailed policies and procedures to be implemented in operating the Facility, as agreed upon by both the Owner and the Manager.

Owner: The term "Owner" shall have the meaning ascribed to such term in the Recitals to this Agreement.

Payroll Account: A separate account in the name of Manager at a licensed bank through which all Facility staff and other personnel employed by Manager (including related payroll taxes), or engaged by Manager as an independent contractor, are paid.

Pre-Opening: Time period from the Effective Date to May 1, 2028 .

Recruitment Fee: The term "Recruitment Fee" shall have the meaning ascribed to such term in Section 6.4 of this Agreement.

Regulatory Approvals: All applicable governmental or regulatory approvals, authorizations, consents, licenses or permits.

Revenue: All revenues generated by Manager's operation of the Facility, including but not limited to event ticket proceeds income, rental and license fee income, merchandise income, gross food and beverage income, gross income from any sale of Commercial Rights, gross service income, equipment rental fees, box office income, and miscellaneous operating income, but shall not include event ticket proceeds held by Manager in trust for a third party and paid to such third party.

Revenue Generating Contracts: Vendor, concessions and merchandising agreements, user/rental agreements, booking commitments, licenses, and all other contracts or agreements generating revenue for the Facility and entered into in the ordinary course of operating the Facility.

Service Contracts: Agreements for services to be provided in connection with the operation of the Facility, including without limitation agreements for consulting services, ticketing, web development and maintenance, computer support services, FF&E purchasing services, engineering services, electricity, steam, gas, fuel, general maintenance, HVAC maintenance, telephone, staffing personnel including guards, ushers and ticket-takers, extermination, elevators, stage equipment, fire control panel and other safety equipment, snow removal and other services which are deemed by Manager to be either necessary or useful in operating the Facility.

Taxes: Any and all governmental assessments, franchise fees, excises, license and permit fees, levies, charges and taxes, of every kind and nature whatsoever, which at any time during the Term may be assessed, levied, or imposed on, or become due and payable out of or in respect of, (i) activities conducted on behalf of the Owner at the Facility, including without limitation the sale of concessions, the sale of tickets, and the performance of events (such as any applicable sales and/or admissions taxes, use taxes, excise taxes, occupancy taxes, employment taxes, and withholding taxes), or (ii) any payments received from any holders of a leasehold interest or license in or to the Facility, from any guests, or from any others using or occupying all or any part of the Facility.

Term: The term "Term" shall have the meaning ascribed to such term in Section 4.1 of this Agreement.

ARTICLE 2
SCOPE OF SERVICES

2.1 **Engagement.**

(a) Owner hereby engages Manager during the Term to act as the sole and exclusive manager and operator of the Facility, including, but not limited to, day-to-day operation, management, administration operation, use, scheduling, advertising, marketing, promotion, licensing, provision of concessions, maintenance, upkeep and minor ordinary repairs of the Facility, subject to and as more fully described in this Agreement, and, in connection therewith, to perform the services described herein and in Exhibits A and B attached hereto. Notwithstanding the above, manager shall have no right or authority, express or implied, to commit or otherwise obligate Owners, Owner's funds, or to encumber the Facility in any manner whatsoever except to the extent specifically provided herein.

(b) Manager hereby accepts such engagement, and shall perform the services described herein, subject to the limitations expressly set forth in this Agreement.

2.2 **Limitations on Manager's Duties.** Manager's obligations under this Agreement are contingent upon and subject to the Owner making available, in a timely fashion, the funds budgeted for and/or reasonably required by Manager to carry out such obligations during the Term. Manager shall not be considered to be in breach or default of this Agreement and shall have no liability to the Owner or any other party, in the event Manager does not perform any of its obligations hereunder due to failure by the Owner to timely provide such funds.

2.3 **Manager's Standard of Care.** Manager acknowledges and agrees that by entering into this Agreement it accepts a fiduciary relationship of trust and confidence between Manager and Owner. In performing its obligations and providing the services set forth in this Agreement, Manager shall exercise a standard of care, skill, diligence, knowledge, judgment and quality of services so as to operate and maintain the Facility, commensurate with and at a standard consistent with comparable facilities, and meeting the Minimum Operation and Maintenance Standards to be developed by Manager and approved by the Owner prior to Commencement.

2.4 **Specific Manager Responsibilities.** Without limiting the generality of Section 2.1 above, and subject to all other provisions of this Agreement, Manager, itself or through its designated contractors or vendors, will perform the following services, and such other aspects of the operations of the Facility as may be agreed to by the parties:

2.4.1 Day-to-Day Operations. Manager shall manage and supervise all day-to-day operations of the Facility in accordance with the terms and conditions of this Agreement and the Annual Business Plan.

2.4.2 Staffing. Manager shall employ personnel and engage contractors necessary and sufficient to perform Manager's obligations under this Agreement in accordance with the terms of this Agreement and the Annual Business Plan.

2.4.3 City Policies and Park Rules. Manager shall implement Owner policies and city park rules, currently existing or as may be amended or adopted in the future by Owner, affecting the Facility and/or Manager's management of the Facility, as determined by Owner.

2.4.4 Internal Policies and Procedures. Manager shall implement such additional internal policies and procedures necessary for the operation of the Facility, that are not in conflict with any terms of this Agreement, applicable laws, or any written Owner policies or city park rules currently existing or as may be adopted or amended by Owner during the Term.

2.4.5 Utilities. Arrange for Owner the provision of all utility services for the Facility, including electricity, water, sewer, solid waste, telephone (cell and land lines) and internet services.

2.4.6 Permits and Licenses. Arrange for and maintain in force for Owner all licenses, permits, certificates, approvals, franchises, and other authorizations required to perform and provide its services to Owner in connection with the operation, use, maintenance and ordinary and routine repair of the Facility in the name of Owner.

2.4.7 Intentionally Omitted.

2.4.8 Revenues and Expenses. Manager shall diligently collect and submit requests for payment of expenses, when due, to the Owner.

2.4.9 Financial and Administrative Services. Manager shall provide day-to-day financial and administrative services in support of its management activities pursuant to Annual Business Plan, including internal budgeting and accounting, purchasing, property management, personnel management, contracting outside services, record-keeping, collections, billing, and similar services.

2.4.10 Point of Sale System. Manager shall utilize a point-of-sale system that accurately records and tracks all revenue. Revenue information from point-of-sale system used must accommodate daily download and tracking of all revenues. Manager conducts a number of business operations at the Facility, and revenues shall be tracked separately by business operations.

2.4.11 Agreements. With the exception of Commercial Rights agreements, as provided herein, Manager shall administer, assure compliance with, negotiate, all agreements that are required in the ordinary course of business of operating the Facility or as otherwise necessary for Manager to perform the services hereunder. Such agreements may include licenses, rental agreements, booking commitments, advertising agreements, concession agreements, supplier agreements, ticket sales contracts, and all other Service Contracts and agreements in connection with the maintenance, improvements, management, promotion and operation of the Facility. The terms and provisions of all such agreements shall comply with this Agreement.

2.4.12 Information. Manager shall keep Owner fully informed at all times with respect to conditions and circumstances affecting the operation of the Facility; including prevailing market and sales conditions and the status of competition.

2.4.13 Building and Equipment Maintenance. Manager shall be responsible for arranging for an managing ordinary and routine corrective and preventative building and equipment maintenance and repair, as a Facility Operating Expense and for arranging and negotiating for (as part of the Operating Expenses) all supplies, parts, and equipment necessary to operate and maintain the Facility, for all buildings, structures, fixtures, and City owned equipment, which may now or hereafter exist on or in the Facility subject to city purchasing requirements and the terms of this Agreement.

2.4.14 Warranty Administration. Manager shall manage building and equipment warranties and monitor contractors compliance with terms and delivery of warranty services. Notwithstanding anything to the contrary set forth herein, Manager shall not take any action (or fail to take any action) that would have the effect of voiding or otherwise abrogating any warranty impacting any improvements, equipment, or component, without the prior express approval of Owner. Manager shall maintain a list and copies of all warranties, maintenance, and operating manuals for goods, equipment, and machinery purchased or installed by Manager or Owner as well as warranties delivered to Manager by Owner or Owner's contractor(s) and/or consultant(s) and shall use and enforce such warranties when maintaining, repairing, and/or replacing any such items. Further, Manager shall provide to the City Manager, and endeavor to subsequently keep up to date with the City Manager, a list and copies of all

warranties, maintenance, and operating manuals for goods, equipment, and machinery purchased or installed by Manager or Owner as well as warranties delivered to Manager by Owner or Owner's contractor(s) and/or consultant(s). Manager shall notify Owner in writing in the event any warranty is accessed to maintain, repair, or replace any item. Unless otherwise approved by Owner, the annual business budget shall not reflect the maintenance, repair, or replacement cost of goods, equipment, or machinery covered under a warranty and Manager is not authorized to separately contract for services, maintenance, or repairs that are covered by a warranty.

2.4.15 Custodial and Cleaning Services. Manager shall arrange for all routine cleaning and janitorial services at the Facility.

2.4.16 Pest Control. Manager shall arrange for all necessary pest control services as a Facility Operating Expense.

2.4.17 Sanitation. Manager shall keep the Facility in a clean and sightly condition; free from accumulation of refuse or any offensive matter or substance constituting an unnecessary, unreasonable, or unlawful fire hazard, or any material detrimental to the public or environmental health.

2.4.18 Trash Removal. Manager shall direct removal of all trash from the Facility and agrees that it shall not permit any employee, service provider, or concessionaire to place refuse outside any Facility building, except in designated trash containers, approved by Owner. Manager shall maintain an adequate number of Owner approved trash receptacles on the Facility and shall empty the containers daily.

2.4.19 Grounds. Manager shall maintain the landscaping of the Facility in accordance with the Maintenance and Operations Standards mutually agreed upon by Owner and Manager.

2.4.20 Sidewalks. Manager shall maintain all sidewalks and pedestrian ramps within the boundaries of the Facility in a clean and safe condition. Manager shall direct the repair of any damaged or defective sidewalks or ramps.

2.4.22 Safety. Manager shall immediately bring to Owner’s attention any unsafe conditions at the Facility it discovers, or notify the City Manager of any potentially unsafe conditions, as well as any potentially unsafe practices occurring thereon. Manager shall contact an emergency medical response provider as soon as reasonably possible after becoming aware of any person on or at the Facility who is in need of medical attention because of illness or injury.

2.4.23 Incident Reports. Manager shall notify Owner as soon as practical of any threatened claim relating to the ownership, operation, and/or maintenance of the Facility for damages arising 9 out of incidents, accidents, property damage, or destruction occurring at the Facility, and shall submit within twenty-four hours to the City Manager an incident report describing any of Manager’s knowledge on the alleged incident relating to the threatened claim.

2.4.24 Safety/Environmental Regulations. Manager shall take all reasonable actions to protect the safety of all Manager’s employees, customers, and the general public. Manager shall comply with all safety and environmental regulations of federal, state, and local governmental agencies, and

applicable federal occupational, health, and safety laws and regulations, as well as the American National Standards Institute Safety Standards. Manager shall make special effort to detect hazardous conditions and shall take prompt action where necessary to avoid accident, injury, or property damage. All spills, accidents, injuries, or claims or potential claims shall be reported promptly to the City Manager and appropriate emergency officials.

2.4.25 Security. Manager shall arrange for proper security at the Facility as a Facility Operating Expense subject to the city's purchasing policies and the terms of this agreement.

2.4.26 Crowd Control. If necessary, Manager shall review and coordinate exterior crowd management and traffic control with appropriate local authorities.

2.4.27 Emergency Operations. Manager, in coordination with Owner, shall be responsible for maintaining and managing a building emergency action plan that addresses the various type of emergencies that may occur in or around the Facility.

2.4.28 Information Technology Support Services. Manager shall supervise all information technology functions and services for the Facility and onsite Manager employees and staff, and shall maintain, through Owner's support staff and outside contractors as needed, such technology systems, websites, and social media in a manner consistent with a top tier sports and event center, and with Owner policies for websites and social media, where applicable.

2.4.29 Safeguarding of Information Systems. Manager shall apply basic safeguarding requirements and procedures designed to protect the Facility' s information systems whenever the information systems store, process or transmit any information, not intended for public release, which is provided by or generated for Owner. This includes following all applicable City of Chanhassen Information Technology Policies and Procedures. This requirement does not include information provided by the Owner to the public or simple transaction or information, such as that necessary to process payments. These requirements and procedures shall include, at a minimum, the security control requirements " reflective of actions of a prudent business person would employ" which are outlined in the Federal Acquisition Regulations FAR 52.204-21(b) and codified in the Code of Federal Regulations at 48 C.F.R. 52.204-21(b) (2016).

2.4.30 Box Office Operations. Owner shall direct box office operations and ticketing (to the extent not controlled by a promoter, performer, or licensee of an event).

2.4.31 Scheduling Events. Manager shall have the exclusive right to book and schedule 10 Events and shall maintain the booking calendar in accordance this Agreement. Manager and Owner shall identify dates that the Owner would like to reserve the Facility for Owner's events. Manager shall develop and maintain a schedule of events at the Facility in a manner to maximize the use of the Facility so as to provide maximum Revenue for the Facility and accessibility for the community to the Facility. In an effort to further the Owner's vision for the Facility as an asset to attract sports participants, spectators, and their families to the Owner and, in turn, to provide a positive economic impact on the Owner, Manager agrees to work collaboratively with the Owner to book tournaments and events that will maximize the economic impact on the City of Chanhassen. Manager also will work with the City Manager to schedule reasonable community usage of the Facility.

2.4.32 Event Setup. Manager shall be responsible for event set up and take down; event coordination and supervision.

2.4.33 Food and Beverage Operations. Manager shall direct all food and beverage operations at the Facility, including fixed/mobile concession stands, and all other services associated with food and beverage sales at the Facility in accordance with this Agreement.

2.4.34 Non-Consumable Concessions. Manager shall direct all non-consumable concession operations, and negotiate concession license agreements in accordance with this Agreement for final approval by the Owner.

2.4.35 Promotion and Marketing. Manager shall promote and market the Facility in accordance with the requirements of this Agreement and the Annual Business Plan.

ARTICLE 3
COMPENSATION

3.1 **Management Fees.** In consideration of Manager's performance of its services hereunder, Owner shall pay Manager those payments as further set forth in Exhibit B attached hereto.

ARTICLE 4
TERM; TERMINATION

4.1 **Term.** The term of this Agreement (the "Term") shall begin on the Effective Date and, unless sooner terminated pursuant to the provisions of Section 4.2 below, shall expire on the eighth (8th) anniversary of the Commencement Date at which time this Agreement shall automatically renew for up to two additional periods of five (5) years (each a "Renewal Term") unless either party provides the other party with at least one hundred twenty (120) days' notice before the expiration of the Term or any Renewal Term. Upon any renewal of this Agreement as provided herein, the Term shall be extended to include any such Renewal Term(s).

4.2 **Early Termination.** This Agreement may be terminated by Owner or Manager, with or without cause, at any time by providing the other party with written notice on or before the date such terminating party wishes to terminate this Agreement (the "Termination Date").

(a) For Owner's Convenience: Owner shall have the right to terminate this Agreement for any reason or no reason subject to section 4.3 below.

(b) For Manager's Convenience: Manager shall have the right to terminate this Agreement for any reason or no reason upon six (6) months' notice to Owner.

(c) For Cause by Owner: Owner shall have the right to terminate this Agreement for Cause at any time. Upon termination by Owner for cause, Manager shall promptly vacate the Facility and no Early Termination Fee or other compensation, damages or lost profits related to early termination shall be

due or payable to Manager. Cause for termination shall include, but not be limited to, Manager's failure to cure the breach of any material provision in this Agreement within twenty (20) days after receipt of written notice to cure from Owner detailing that breach; except that in the event that a cure is not objectively possible within twenty (20) days after that notice, Owner shall not be entitled to terminate for cause where Manager shall commence to cure the noticed breach as fully as possible within that twenty (20) day period and thereafter diligently and continuously pursue that cure to a successful completion within sixty (60) days after that notice.

(d) For Cause by Manager: Manager shall have the right to terminate this Agreement for Cause at any time. Upon termination for cause by Manager shall be contingent upon Manager promptly vacating the Facility and taking nothing of value from Owner without owner's written permission. Manager expressly waives any possessory lien rights or right of set-off it might have against any of Owner's property or assets. Cause for termination shall include, but not be limited to, Owner's (i) repeated failure to timely pay budgeted Owner contributions; (ii) Owner's failure to cure the breach of any material provision in this Agreement within twenty (20) days after receipt of written notice to cure from Manager detailing that breach; except that in the event that a cure is not objectively possible within twenty (20) days after that notice, Manager shall not be entitled to terminate for cause where Owner shall commence to cure the noticed breach as fully as possible within that twenty (20) day period and thereafter diligently and continuously pursue that cure to a successful completion within sixty (60) days after that notice.

(e) Lack of Project: At any time during the term of this Agreement, if it is publicly determined and announced that the project will not be constructed, Owner may terminate this Agreement with 30 days written notice to Manager.

4.3 **Effect of Early Termination.**

(a) Upon termination by the Owner for any reason other than for "cause" due to Manager's breach of any material provision herein, without cure by Manager following written notice from Owner detailing such breach of this Agreement, Owner shall pay to Manager a termination fee (the "Early Termination Fee") on the Termination Date that is equal to (a) the greater of: (i) the trailing six (6) months' fees due to Manager hereunder or (ii) six (6) times the average monthly payment due to Manager during the Term; plus (b) any incentive payments that the Manager has earned through the Termination Date.. In the event that Owner terminates this Agreement, Owner shall have the right to request that Manager vacate the property and cease all management activities related to the Facility, in which case Owner shall pay Manager the Termination Fee as set forth above.

(b) Upon termination or expiration of this Agreement for any reason, (i) Manager shall promptly discontinue the performance of all services hereunder, (ii) the Owner shall promptly pay Manager all fees due Manager up to the date of termination or expiration (subject to proration if the Term ends other than at the end of the Operating Year), (iii) Manager shall make available to the Owner all data, electronic files, documents, procedures, reports, estimates, summaries, and other such information and materials with respect to the Facilities as may have been accumulated by Manager in performing its obligations hereunder, whether completed or in process, and (iv) without any further action on part of Manager or Owner, the Owner shall, or shall cause the successor Facility manager to, assume all obligations arising after the date of such termination or expiration, under any Service Contracts, Revenue Generating Contracts, booking commitments and any other Facility agreements entered into by Manager in furtherance of its duties hereunder. Notwithstanding the foregoing, Manager is under no duty to provide certain proprietary

confidential materials or intellectual property to the Owner, including but not limited to national benchmarking formulas, key performance indicators reports, employee manuals, employee training materials, employee performance evaluations, financial forecasting formulas, Manager's internal databases or contact lists, Manager's operations manuals, and/or other intellectual property developed by and maintained by the Manager and which it may use in its regular course of business to provide services to clients similar to Owner, except as otherwise provided by law, including the Minnesota Data Practices Act as further identified under Section 13.7. Any obligations of the parties that are specifically intended to survive expiration or termination of this Agreement shall survive expiration or termination hereof.

ARTICLE 5
OWNERSHIP; USE OF THE FACILITY

5.1 **Ownership of Facility, Data, Equipment and Materials.** The Owner will at all times retain ownership of the Facilities, including but not limited to real estate, technical equipment, furniture, displays, fixtures and similar property, including improvements made during the Term, at the Facility. Any data, equipment or materials furnished by Owner to Manager or acquired by Manager as an Operating Expense shall remain the property of Owner and shall be returned to Owner when no longer needed by Manager to perform under this Agreement. Notwithstanding the above, Owner shall not have the right to use any third-party software licensed by Manager for general use by Manager at the Facility and other facilities managed by Manager, the licensing fee for which is proportionately allocated and charged to the Facility as an Operating Expense; such software may be retained by Manager upon expiration or termination hereof. Furthermore, Owner recognizes that the Operations Manual to be developed and used by Manager hereunder is an instrument of service paid for by the Owner and shall belong to the Owner at the end of the Term.

5.2 **Right of Use by Manager.** The Owner hereby gives Manager the right and license to use the Facility for the Term, and Manager accepts such right of use, for the purpose of performing the services herein specified, including the operation and maintenance of all physical and mechanical facilities necessary for, and related to, the operation, maintenance and management of the Facility. The Owner shall provide Manager with a sufficient amount of suitable office space in the Facility (exact office space to be mutually agreed by the parties) and with such office equipment as is reasonably necessary to enable Manager to perform its obligations under this Agreement. In addition, the Owner shall make available to Manager, at no cost, parking spaces adjacent to the Facility for all of Manager's full-time employees and for the Facility's event staff.

5.3 **Right of Use of Staff by Manager.** Manager shall have the right to utilize its employees as needed to support manager's organization as a whole, including but not limited to reasonable travel for training for training approved by the Owner and temporary staffing coverage. Manager shall have the right to utilize the Facility to host events for its employees from time to time for the purpose of learning and development, at no cost to the Operating Budget other than that incurred by the staff who are regularly stationed at the Facility.

5.4 **Observance of Agreements.** The Owner agrees to pay, keep, observe and perform all payments, terms, covenants, conditions and obligations under any leases, bonds, debentures, loans and other financing and security agreements to which the Owner is bound in connection with its ownership of the Facility.

5.5 **Owner's Right of Possession.** This Agreement does not constitute a lease, and the right of possession of the Facility shall at all times remain with Owner. Owner and its authorized personnel shall have the right to enter the Facility at any time, without notice and for any official purpose; however, Owner will use reasonable efforts to avoid interfering with Manager's performance of its obligations under this Agreement, whenever Owner personnel are at the Facility. Manager shall have no property interest in or to the Facility and no estate in or to the Facility, other than the limited license set forth above.

5.6 **Rules and Regulations**. Owner reserves the right from time to time during the Term of this Agreement, to promulgate such reasonable rules and regulations concerning the use of the Facility, and any part or parts thereof, as Owner in its sole discretion, shall deem appropriate. Nothing contained in this Agreement shall be deemed or construed to stop, limit, or impair Owner from exercising or performing any regulatory, policing, legislative, governmental or other powers or functions of a Minnesota municipality.

ARTICLE 6
PERSONNEL

6.1 **Generally.** All Facility staff and other personnel shall be engaged or hired by Manager in its sole discretion. Owner shall have the right to preapprove the employment of Management-Level Employees, and Management-Level Employees shall be employees, agents or independent contractors of Manager, and not of the Owner. Manager shall select employees, in its sole discretion but subject to Owner's right to approve the Operating Budget. The Operating Budget shall define the number, function, qualifications, and compensation, including salary and benefits, of its employees and shall control the terms and conditions of employment (including without limitation termination thereof) relating to such employees. Manager agrees to use reasonable and prudent judgment in the selection and supervision of such personnel. Owner specifically agrees that Manager shall be entitled to pay its employees, as an Operating Expense, bonuses and benefits, as approved by Owner, in accordance with Manager's then current employee manual, which may be modified by Manager from time to time in its sole discretion.

6.2 **General Manager and Management-Level Employees.** Personnel engaged by Manager will include a full-time on-site General Manager and other Management-Level Employees. Hiring of the General Manager by Manager require the prior approval of the Owner, which approval shall not be unreasonably withheld or delayed; provided, however, in the event of a vacancy in the General Manager position, Manager may, upon notice to the Owner, temporarily fill such position with an interim General Manager for up to one hundred eighty (180) days without the necessity of obtaining the Owner's approval. The General Manager will have general supervisory responsibility for Manager and will be responsible for day-to-day operations of the Facility, supervision of employees, and management and coordination of all activities associated with events taking place at the Facility.

6.3 **Work Environment**. Employees will be required to work to the standards outlined in the most current version of Manager's employee handbook. Owner shall not require employees of Manager to vary from those employment standards either directly, or indirectly through impacting decisions, including but not limited to not funding the correct staffing level, not providing safe work tools and a safe work environment, or an environment inconsistent with Manager's values.

6.4 **Post-Termination Employment.** In the event of termination, or in any case where Owner, and/or its affiliated agencies or entities, expresses an interest in hiring Manager's employee(s), Manager shall reserve the right to agree or deny such a request. In the event that Manager elects to permit Owner to hire

Manager's employee(s), Owner shall provide the Manager with a one-time fee (the "Recruitment Fee") equal to six (6) months' gross salary and benefits. In any of these events described, the Manager's employee would not retain the Manager's intellectual material in any future employment. Recruitment Fee will not apply to employees who were previously employed by the Owner or who are employed in other areas by Owner (i.e. different departments within the City).

6.5 **Nondiscrimination**. Manager shall comply with all applicable provisions of all federal, state and municipal laws which prohibit discrimination in employment to members of a protected class and all rules and regulations, promulgated and adopted pursuant thereto.

6.6 **Background and Drug Screening (Harassment Policy).** Manager shall be committed to promoting a drugfree workplace. To this end, all employees on site must pass a drug screen and criminal and sexual predator background screening similar to that required of Owner employees. Manager shall have in place policies that prohibit any form of harassment in the workplace.

6.7 **Employee Identification and Uniform**. Manager's employees and other onsite personnel shall wear a uniform, or in some way be recognizable as staff at all times while working at the Facility. The logo, seal, or name of the Owner shall not be used without written permission of the Owner.

6.8 **Contact Information for Key Employees**. At all times, Manager shall provide the City Manager with the names and current telephone numbers (business, cell phone, and home number, if applicable) of all Management-Level Employees, including minimally, the General Manager, who can be called by the City Manager or his/her representatives at any time that a critical situation occurs during hours when Manager's normal work force is not present. Such employee will have full power and authority to take all actions on behalf of Manager required to address the emergency or said critical situation, including making an Emergency Repair.

ARTICLE 7
PROCEDURE FOR HANDLING INCOME

7.1 **Revenue.** Except as otherwise agreed to by the parties in writing all Revenue derived from operation of the Facility shall be deposited by Manager with the City as soon as practicable upon receipt (but not less often than once each business day). The specific procedures (and authorized individuals) for making deposits to with the City shall be set forth in the Operations Manual.

7.2 **Right to Audit.** The Owner shall have the right to audit, upon reasonable notice and at the Owner's own expense, records of the Manager with respect to this Agreement. Upon written request by the Owner, the Manager shall give the Owner or its agent, access to those certain records controlled by, or in the direct or indirect possession of, the Manager (other than records subject to legitimate claims of attorney-client privilege) with respect to this Agreement, and shall permit the Owner to review such records in connection with conducting a reasonable audit of other financial records of the Manager for the Facility. The Manager shall make these records available to the Owner electronically or at a location that is reasonably convenient for the Owner. The Owner and the Manager shall reasonably cooperate with the auditors (internal or external), and shall retain and maintain all such records for at least six (6) years from the date of termination of this Agreement. All audits must be diligently conducted and once begun, no records pertaining to such audit shall be destroyed.

ARTICLE 8
FUNDING

8.1 **Source of Funding.** The designated City employee shall submit to the Owner for payment of all items of expense for the operation, maintenance, supervision and management of the Facility from City funds,.

8.2 **Advancement of Funds.** Under no circumstances shall Manager be required to pay for or advance any of its own funds to pay for any Operating Expenses.

ARTICLE 9
FACILITY CONTRACTS; TRANSACTIONS WITH AFFILIATES

9.1 **Existing Contracts.** The Owner shall provide to Manager, on or before the Effective Date, full and complete copies of all Existing Contracts. Manager shall administer and use reasonable commercial efforts to assure compliance with such Existing Contracts to the extent provided to Manager.

9.2 **Execution of Contracts.** Owner shall provide an on-site employee of Owner who shall have the authority to enter into Service Contracts, Revenue Generating Contracts and other contracts related to the operation of the Facility on behalf of the Owner. This employee of Owner shall have the right to enter into Service Contracts and other contracts for the purchase of services or goods up to Ten Thousand Dollars ($10,000). Manager shall need approval from the City Manager for contracts above that amount and up to Nineteen Thousand Nine Hundred Ninety-Nine Dollars ($19,999). Any such contract of Twenty Thousand Dollars ($20,000) or more shall require approval of City Council and be executed by Owner, subject to any amendments to the City's purchasing policies. All Revenue Generating Contracts shall use an Owner approved template. Any such material agreements shall contain standard indemnification and insurance obligations on the part of each vendor, licensee or service provider, as is customary for the type of services or obligations being provided or performed by such parties.

9.3 **Transactions with Affiliates.** In connection with its obligations hereunder relating to the procurement of services for the Facility (including without limitation food and beverage services, ticketing services and Commercial Rights sales), Manager may negotiate such services, with, an Affiliate of Manager, provided that the prices charged and services rendered by such Affiliate are competitive with those obtainable from any unrelated parties rendering comparable services. Manager shall, if requested by Owner, provide reasonable evidence establishing the competitive nature of such prices and services, including if appropriate, competitive bids from other persons seeking to render such services at the Facility, in accordance with the Owner's purchasing policies.

9.4 **Compliance with Laws/Procurement Policies.** Manager shall at all times comply with the Owner's procurement policy and procedures, as may be amended during the Term, and all applicable laws regarding the procurement of goods and services in conjunction with the operation of the Facility.

9.5 **Commercial Rights Agreements.** Notwithstanding anything in this Agreement to the contrary, Owner shall approve any agreements concerning Commercial Rights. The Owner may set forth acceptable guidelines for such agreements in the Annual Business Plan, City policy, or similar document. Manager understands and agrees that to maintain flexibility for hosting events and maximize revenue, it is the City's desire that the Facility be a family-oriented facility.

ARTICLE 10
AGREEMENT MONITORING AND GENERAL MANAGER

10.1 **Contract Administrator.** Each party shall appoint a contract administrator who shall monitor such party 's compliance with the terms of this Agreement. Manager's contract administrator shall be its General Manager at the Facility, unless Manager notifies Owner of a substitute contract administrator in writing. Owner shall notify Manager of the name of its contract administrator within thirty (30) days of execution hereof. Any and all references in this Agreement requiring Manager or Owner participation or approval shall mean the participation or approval of such party 's contract administrator.

ARTICLE 11
INSURANCE

11.1 **Owner's Types of Coverage and Policies.** Owner is Minnesota statutory city and will keep and maintain insurance coverage in accordance with the laws of Minnesota.

11.2 **Manager's Types of Coverage; Certificates of Insurance.** Manager agrees to obtain insurance coverage as provided under Section 11.3. Manager shall within 30 days after the Effective Date furnish to the Owner certificates of all of the insurance as well as certificates of renewal no later than ten (10) days prior to the expiration of each policy. Such insurance policies (as reflected by current certificates) held by Manager shall provide that "City of Chanhassen" is listed as Additional Insured on the Manager's policy by endorsement. Manager will provide reasonable notice to Owner upon receipt of any intention by Insurer to cancel, not renew or make any adverse change in coverage. All certificates, cancellation, nonrenewal or adverse change notices shall be mailed to the respective addresses listed in the definition of Additional Insured, or at such other address as an Additional Insured shall give Manager written notice. New Certificates of Insurance are to be provided to the Additional Insureds at least 15 days after coverage renewals. If requested by the Owner, Manager shall furnish complete copies of insurance policies, forms and endorsements. Manager's insurance coverage shall be provided by companies admitted to do business in Minnesota and rated A-:VI or better by AM Best Insurance Rating. Manager may maintain reasonable and customary deductibles, subject to approval by Owner.

11.3 Manager's Policies. Manager shall be responsible for obtaining and administering insurance in connection with the Facility as follows:

(a) General Liability. Manager shall procure and maintain as a Facility Operating Expense a general liability policy (including contractual liability insurance, including an umbrella policy, and including hired, non-owned auto coverage, and abuse and molestation coverage) which insures Manager and which includes Owner as an additional named insured, with a general liability policy (including contractual liability insurance) with a combined single limit of $1,000,000 per occurrence and a general annual aggregate limit of $5,000,000. All such insurance shall be on an occurrence basis.

(b) Professional Liability. Manager shall procure and maintain, as a Facility Operating Expense, a professional liability policy.

(c) Workers Compensation. Manager shall procure and maintain as a Facility Operating Expense worker's compensation insurance required under applicable Minnesota state law.

(d) Liquor Liability. If liquor (including beer or wine) is served/sold at the Facility during the Term of this Agreement or any extension, Manager shall maintain liquor liability coverage with limits of liability as required pursuant to Minnesota Statutes Section 340A.409. Owner shall be listed as an additional insured for bodily injury and property damage arising from the acts or omissions of Manager or its employees, representatives, agents, or subcontractors in the performance of this Agreement.

(e) Crime. During the Term of this Agreement or any extension, Manager shall maintain Third- Party Crime Insurance, providing at least the following coverage in at least the amounts set forth below for each coverage: (a) Employee Dishonesty - $500,000; (b) Depositor's Forgery - $500,000; (c) Money & Securities - $500,000 (each, " Inside" and "Outside"); (d) Computer Theft - $500,000; (e) Wire Transfer Fraud 18 - $500,000; and (f) Money orders and counterfeit currency - $500,000; provided, however, that if such coverage are provided on a " blanket" limit basis, a blanket limit of $500,000 shall be considered to be sufficient to comply with this provision..

ARTICLE 12
COVENANTS AND REPRESENTATIONS

12.1 **Owner's Covenants and Representations.** Owner makes the following covenants and representations to Manager, which covenants, and representations shall, unless otherwise stated herein, survive the execution and delivery of this Agreement:

(a) Owner's Status. Owner is a municipality duly organized, validly existing, and in good standing under the laws of the State of Minnesota with full power and authority to enter into this Agreement and execute all documents required hereunder.

(b) Authorization. The making, execution, delivery, and performance of this Agreement by Owner has been duly authorized and approved by requisite action and this Agreement has been duly executed and delivered by Owner and constitutes a valid and binding obligation of Owner, enforceable in accordance with its terms and applicable laws.

(c) Effect of Agreement. To Owner's best knowledge, without duty of inquiry, neither the execution and delivery of this Agreement by Owner nor Owner's performance of any obligation hereunder: (i) will constitute a violation of any law, ruling, regulation, or order to which Owner is subject; or (ii) shall constitute a default of any term or provision or shall cause an acceleration of the performance required under any other agreement or document (A) to which Owner is a party or is otherwise bound, or (B) to which the Facility or any part thereof is subject.

(d) Ownership Rights. Owner shall obtain and retain the property interests in the Facility necessary to enable Manager to perform its duties pursuant to this Agreement peaceably and quietly. Owner represents and warrants that Manager's performance of the services required by this Agreement shall not violate the property rights or interests of any other Person.

(e) Documentation. If necessary to carry out the intent of this Agreement, Owner agrees to execute and provide to Manager, on or after the Effective Date, any and all other instruments,

documents, conveyances, assignments, and agreements which Manager may reasonably request in connection with the operation of the Facility.

12.2 **Manager's Covenants and Representations.** Manager makes the following covenants and representations to Owner, which covenants, and representations shall, unless otherwise stated herein, survive the execution and delivery of this Agreement:

(a) Corporate Status. Manager is a limited liability company duly organized, validly existing, and in good standing under the laws of the State of Florida and authorized to transact business throughout the United States with full corporate power to enter into this Agreement and execute all documents required hereunder.

(b) Authorization. The making, execution, delivery, and performance of this Agreement by Manager has been duly authorized and approved by all requisite action of the board of directors of Manager, and this Agreement has been duly executed and delivered by Manager and constitutes a valid and binding obligation of Manager, enforceable in accordance with its terms and applicable laws.

(c) Effect of Agreement. To Manager's best knowledge, without duty of inquiry, neither the execution and delivery of this Agreement by Manager nor Manager's performance of any obligation hereunder (i) will constitute a violation of any law, ruling, regulation, or order to which Manager is subject; or (ii) shall constitute a default of any term or provision or shall cause an acceleration of the performance required under any other agreement or document to which Manager is a party or is otherwise bound.

12.3 **Indemnification.**

(a) Indemnification by Manager. Manager agrees to defend, indemnify and hold harmless the Owner and its officials, directors, officers, employees, agents, successors and assigns against any claims, causes of action, costs, expenses (including reasonable attorneys' fees) liabilities, or damages (collectively, "Losses") suffered by those parties, arising out of or in connection with any (i) grossly negligent act or omission, or willful misconduct, on the part of Manager or any of its employees or agents in the performance of its obligations under this Agreement; or (ii) breach by Manager of any of its representations, covenants or agreements made herein.

(b) Indemnification by Owner. To the extent allowed by Minnesota, Owner agrees to defend, indemnify and hold harmless the Manager and its managers, directors, officers, employees, agents, successors and assigns against any claims, causes of action, costs, expenses (including reasonable attorneys' fees) liabilities, or damages (collectively, "Losses") suffered by those parties, arising out of or in connection with any (i) grossly negligent act or omission, or willful misconduct, on the part of Owner or any of its employees or agents in the performance of its obligations under this Agreement; or (ii) breach by Owner of any of its representations, covenants or agreements made herein. The indemnity and defense obligations provided in this Agreement shall not be construed as obligating the Owner to appropriate or budget public funds, nor shall it be construed as obligating the Owner to create a sinking fund to satisfy any obligation hereunder. Notwithstanding the foregoing, the City's liability is subject to the limits provided under Minn. Stat. Ch. 466.

(c) Conditions to Indemnification. With respect to each separate matter brought by any third party against which a party hereto ("Indemnitee") is indemnified by the other party ("Indemnitor") under this Section, the Indemnitor shall be responsible, at its sole cost and expense, for controlling, litigating,

defending and/or otherwise attempting to resolve any proceeding, claim, or cause of action underlying such matter, except that (a) the Indemnitee may, at its option, participate in such defense or resolution at its expense and through counsel of its choice; (b) the Indemnitee may, at its option, assume control of such defense or resolution if the Indemnitor does not promptly and diligently pursue such defense or resolution, provided that the Indemnitor shall continue to be obligated to indemnify the Indemnitee hereunder in connection therewith; and (c) neither Indemnitor nor Indemnitee shall agree to any settlement without the other party 's prior written consent (which shall not be unreasonably withheld or delayed). In any event, Indemnitor and Indemnitee shall in good faith cooperate with each other and their respective counsel with respect to all such actions or proceedings, at the Indemnitor's sole expense. With respect to each and every matter with respect to which any indemnification may be sought hereunder, upon receiving notice pertaining to such matter, Indemnitee shall promptly (and in no event more than ten (10) days after any third-party litigation is commenced asserting such claim) give reasonably detailed written notice to the Indemnitor of the nature of such matter and the amount demanded or claimed in connection therewith.

(d) Survival. The obligations of the parties contained in this Section shall survive the termination or expiration of this Agreement.

ARTICLE 13
MISCELLANEOUS

13.1 **Relationship.** Manager and Owner shall **not** be construed as joint venturers or general partners of each other, and neither shall have the power to bind or obligate the other party except as set forth in this Agreement. Manager understands and agrees that the relationship to Owner is that of independent contractor, and that it will not represent to anyone that its relationship to Owner is other than that of independent contractor. Nothing herein shall deprive or otherwise affect the right of either party to own, invest in, manage or operate property, or to conduct business activities, which are competitive with the business of the Facility. Manager covenants and agrees that even though it may have a management responsibility for other similar properties, which from "time to time" may be competitive with the Facility, Manager shall always represent the Facility fairly and deal with Owner on an equitable basis.

Manager has the right to display its brand and marks in the Facility and on the Facility's marketing materials in a manner that does not exceed 10% of the overall impression of the Facility's own brand. Manager has the right to use and store the database and contact information of the customers of the Facility. Manager will provide from time-to-time images and other marketing material that it owns and holds the license to for use by the Facility. Owner agrees not to use those images and that material in any manner outside of the operation of the Facility while Manager is engaged to operate it. Manager has the right to use images and marks from the Facility solely for its own marketing and promotions material in perpetuity.

13.2 **Representations**. Owner represents and warrants: (i) that Owner has full power and authority to enter this Agreement; (ii) that to the best of Owner's knowledge, the property on which the Facility is located is zoned for the intended use; (iii) that all permits for the operation of the Facility have or will be secured and are or will be current; (iv) that the Facility and its operation do not violate any applicable statues, laws, ordinances, rules, regulations, orders, or the like (including, but not limited to, those pertaining to hazardous or toxic substances); and (v) that to the best of Owner's knowledge, no unsafe condition exists.

13.3 **Assignment**. This Agreement shall not be assigned by either party without the express written consent of the non-assigning party. Any such assignment made without proper consent shall be deemed void.

13.4 **Benefits and Obligations**. The covenants and agreements herein contained shall inure to the benefit of, and be binding upon the parties hereto and their respective heirs, executors, successors, and assigns.

13.5 **Fees for Legal Advice**. Subject to the authorization and approval of the Owner in advance on the use of outside legal counsel, Owner shall pay reasonable expenses incurred by Manager in obtaining legal advice regarding compliance with any law affecting the Facility or any activities related to it.

13.6 **Fees for Other Professional Services**. Subject to the authorization and approval of the Owner in advance, Owner shall pay reasonable expenses incurred by Manager in obtaining financial advice, tax and audit advice, code compliance and engineering advice, regarding compliance with any law affecting the Facility or any activities related to it.

13.7 **Minnesota Government Data Practices Act.** Manager must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to (1) all data provided by the Owner pursuant to this Agreement, and (2) all data, created, collected, received, stored, used, maintained, or disseminated by Manager pursuant to this Agreement. Manager 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 Manager receives a request to release data, Manager must immediately notify Owner. Owner will give Manager instructions concerning the release of the data to the requesting party before the data is released. Manager agrees to defend, indemnify, and hold Owner, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Manager's officers', agents', Manager'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.

13.8 **Copyright.** Manager shall defend actions or claims charging infringement of any copyright or software license by reason of the use or adoption of any software, designs, drawings or specifications supplied by it, and shall hold harmless the Owner from loss or damage resulting therefrom.

13.9 **Patented Devices, Materials and Processes.** If the Agreement requires, or the Manager desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Manager shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the Owner. If no such agreement is made or filed as noted, the Manager shall indemnify and hold harmless the Owner from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under this Agreement, and shall indemnify and defend the Owner for any costs, liability, expenses and attorney's fees that result from any such infringement.

13.10 **Audit Disclosures.** Pursuant to Minn. Stat. 16C.05, Subd. 5, the books, records, documents and accounting procedures and practices of the Manager or other parties relevant to this Agreement are subject to examination by the Owner and either the Legislative Auditor or the State Auditor for a period of six years after the effective date of this Agreement.

13.11 **Building Compliance**. Manager does not assume and is given no responsibility for compliance of the Facility or any equipment therein with the requirements of any building codes or with any

statute, ordinance, law, or regulation of any governmental body or of any public authority or official thereof having jurisdiction, except to notify Owner promptly, or forward to Owner promptly, any complaints, warnings, notices, or summonses received by Manager relating to such matters. Owner represents that to the best of Owner's knowledge, the Facility and all such equipment contained therein comply with all such requirements, and Owner authorized Manager to disclose the ownership of the Facility to any such officials and agrees to indemnify and hold Manager, its representatives, servants, and employees, harmless of and from all loss, cost, expense, and liability whatsoever which may be imposed by reason of any present or future violation or alleged violation of such laws, ordinances, statues, or regulations.

13.12 **Notices**. All notices provided for in this Agreement shall be in writing and served by registered or certified mail, return receipt requested, postage prepaid, at the following addresses until such time as written notice of a change of address is given to the other party:

If to Owner:

City of Chanhassen
7700 Market Boulevard
Chanhassen, MN 55317
Attn: City Manager

With a copy to:
Campbell Knutson, P.A.
Grand Oak Office Center I
860 Blue Gentian Road
Suite #290
Eagan, MN 55121
Attn: Andrea McDowell Poehler

If to Manager:

Sports Facilities Management, LLC
Attention: Jason Clement, Manager
17755 US Hwy 19N, Suite 300
Clearwater, FL 33764
Email: jclement@sportsfacilities.com

with a copy to:

Bruce Rector
General Counsel
Sports Facilities Management, LLC
17755 US Hwy 19N, Suite 300
Clearwater, FL 33764
Email: brector@sportsfacilities.com

13.13 **Interest on Unpaid Sums.** Any sums due Manager under any provision of this Agreement, and not paid by Owner within forty-five (45) days after such sums have become due, shall bear interest at the rate of one and one-half percent (1.5%) per month.

13.14 **Owner Responsible for Payments.** Upon termination of or withdrawal from this Agreement, Owner shall assume the obligations of any contract or outstanding bill executed by Manager

under this Agreement for and on behalf of Owner and responsibility for payment of all unpaid bills, provided that such obligation has been approved by Owner as set forth in Section 6.1.

13.15 **Headlines.** All headings and subheadings employed within this Agreement and in the accompanying schedules and exhibits are inserted only for convenience and ease of reference and are not to be considered in the construction or interpretation of any provision of this Agreement.

13.16 **Force Majeure.** Any time periods required for performance by either Party under this Agreement shall be extended by an Event of Force Majeure.

13.17 **Entire Agreement.** This Agreement, including any specified attachments, constitutes the entire agreement between Owner and Manager with respect to the management and operation of the Facility and supersedes and replaces any and all previous management agreements entered into or/and negotiated between Owner and Manager relating to the Facility covered by this Agreement. No change to this Agreement shall be valid unless made by supplemental written agreement executed and approved by Owner and Manager. Except as otherwise provided herein, any and all amendments, additions, or deletions to this Agreement shall be null and void unless approved by Owner and Manager in writing. Each party to this Agreement hereby acknowledges and agrees that the other party has made no warranties, representations, covenants, or agreements, express or implied, to such party, other than those expressly set forth herein, and that each party, in entering into and executing this Agreement, has relied upon no warranties, representations, covenants, or agreements, express or implied, to such party, other than those expressly set forth herein.

13.18 **Rights Cumulative; No Waiver.** No right or remedy herein conferred upon or reserved to either of the parties to this Agreement is intended to be exclusive of any other right or remedy, and each and every right and remedy shall be cumulative and in addition to any other right or remedy given under this Agreement or now or hereafter legally existing upon the occurrence of an event of default under this Agreement. The failure of either party to this Agreement to insist at any time upon the strict observance or performance of any of the provisions of this Agreement, or to exercise any right or remedy or be construed as a waiver or relinquishment of such right or remedy with respect to subsequent defaults. Every right and remedy given by this Agreement to the parties may be exercised from "time to time" and as often as may be deemed expedient by those parties.

13.15 **Applicable Law**. The execution, interpretation, and performance of this Agreement shall in all respects be controlled and governed by the laws of the State of Minnesota. Any civil action or legal proceeding arising out of or relating to this Agreement shall be venued in the state or federal courts with jurisdiction in Carver County, Minnesota.. Each party consents to the sole and proper jurisdiction of such court in any such civil action or legal proceeding and waives any objection to the laying of venue of any such civil action or legal proceeding in such court.

13.16 **Acknowledgement.** The parties hereto acknowledge that they have been provided with a copy of this Agreement for review prior to signing it, that they have been given the opportunity to review it prior to signing it, that they have been given the opportunity to have this Agreement reviewed by their attorney prior to signing it, and that they understand the purposes and effect of this Agreement.

13.17 **Severability.** If any provision or provisions of this Agreement shall be held to be invalid or unenforceable, such invalidity or unenforceability shall not affect any other provisions of this Agreement,

and this Agreement shall be construed and enforced as if such provision or provisions had not been included.

13.18 **Intellectual Property.** Owner acknowledges that Manager has certain intellectual property, trade secrets and proprietary business techniques ("Intellectual Property ") that it will on behalf of Owner to meet its obligations under this Agreement. Owner acknowledges that it obtains no ownership rights whatsoever in the Intellectual Property and, upon termination of this Agreement, Manager shall retain all rights to the Intellectual Property and remove such Intellectual Property from the Facility and its operations. For purposes of this Agreement, the term Intellectual Property shall include, without limitation, analytical tools and documented procedures for forecasting, performance tracking, operational and marketing systems that are unique to Manager's approach, staff training programs, program curriculum and agendas, rights to certain discounts or programs that Manager has negotiated for Manager-operated facilities, and other intellectual property which Manager has previously introduced to the Facility and of which Manager is an author.

13.19 **Tax Exempt; Annual Appropriations.** Owner is tax exempt and shall not be subject to or pay for any charges for taxes under the Agreement, except as otherwise required by law. All payments by the Owner under the Agreement, including any provision in the Agreement relating to penalties, overages, interest, collections, or any other additional costs, shall be subject to and conditioned upon the annual appropriation of public funding budgeted for the specific purposes of the Agreement in accordance with the Minnesota law. The Owner shall make a good faith effort to appropriate funds in accordance with Minnesota law; however, in the event funds are not appropriated, the Agreement shall automatically terminate without regard for any renewal or other notice requirements in the Agreement.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first above written.

Attest:

OWNER:

CITY OF CHANHASSEN

_____

Print Name:

BY: _____

Its _____

Attest:

MANAGER:

SPORTS FACILITIES MANAGEMENT, LLC,
a Florida limited liability company

_____

Print Name:

BY: _____

Jason Clement
Its Manager

EXHIBIT A

MANAGEMENT SERVICES

During the Term, Manager will be responsible for all aspects of oversight for the staffing, marketing, maintenance, event management, sponsorship and advertising sales, and day-to-day operations of the Owner's Facility.

1. Staffing. Manager shall provide a full-time on-site General Manager and other employees as required to meet the operational needs of the Facility, within the budgeted percentage of labor.

2. Annual Business Plan. Manager will produce an Annual Business Plan two months prior to the beginning of any Operating Year in the Term, Manager shall update the Business Plan and submit the revised Business Plan to Owner for its review and approval. Owner shall give its comments and/or approval of the updated Business Plan within sixty (60) days after receiving the Business Plan from the Manager. In the event of disapproval of the Business Plan, the Manager shall use commercially reasonable efforts to operate the facility pursuant to the general terms of this Agreement and the prior Business Plan then in effect, until such time as the revisions to the Business Plan are agreed upon. In the event of disapproval of the Budgets, the Manager shall continue operating the facility pursuant to the Budgets then in effect, subject to increases in Operating Expenses required due to (i) increases in Gross Receipts; or (ii) other matters beyond the control of the Manager, until such time as Owner and the Manager agree upon the appropriate replacement Budgets. However, in the event Owner disapproves of a Business Plan, revised Business Plan/Budget hereunder, and Manager and Owner fail to reach an agreement on a new Business Plan, revised Business Plan or Budget within ninety (90) days of such disapproval, either party may terminate this agreement by providing the other party with written notice sixty (60) days prior to the date such party intends to terminate. Owner and the Manager agree to use good faith efforts to resolve any differences in opinion regarding the Business Plan and any portion thereof so that agreement on the Business Plan can be reached as soon as possible after the date Manager first submits the revised Business Plan for such year to the Owner.

3. Employment Matters. The Manager shall present the then current staffing, the incentive bonus plan for employees, and all salaries and payments to employees through the Payroll Account in the Annual Operations Budget. It is understood by all parties that reductions and additions to various positions may be made at Manager's discretion throughout the year due to business tempo, trends, opportunities, and budget requirements. If a change is recommended that will require expense above the budgeted labor percentage, the change will be submitted for Owner 's review and approval by Owner via reforecast and revised business plan or budget.

4. Independent Accounting Firm. From time to time, as Owner requests, Manager shall hire an independent certified public accounting firm to be paid for out of the Operating Budget of the Facility and to be selected by mutual agreement of Owner and Manager to audit the financial statements required under this Agreement.

5. Accounting Records and Reporting. During the Term, Manager shall maintain professional accounting records. Manager shall provide the financial statements in a format reasonably specified by Owner.

INTERNAL CONTROL. The Manager agrees to develop, install, and maintain reasonably appropriate accounting, operating, and administrative controls governing the financial aspects of the Facility, such controls to be consistent with professionally accepted accounting practices

PAYROLL BANK ACCOUNTS. The Manager shall establish a payroll account in the Manager's or its affiliates' name, at a banking institution or institutions, utilizing the federal tax identification number of Manager or its affiliated entity (the "Payroll Account").

ACCOUNT FUNDING. Subject to the Manager's written notices to Owner as herein, Owner acknowledges that it is solely responsible for all Operating Expenses and capital expenditures required for or on behalf of the Facility provided that such Operating Expenses and capital improvements are made in accordance with the terms of this Agreement.

EXHIBIT B
MANAGER COMPENSATION

During the Term of this Agreement, Manager shall receive compensation from the Owner according to the following:

1. Pre-Opening Monthly Fee;
2. Base Management Fee;
3. Deferred Management Incentive Fee;
4. Sponsorship & Advertising Compensation;
5. Employee Compensation; and
6. Reimbursed Expenses

1. Pre-Opening Fee. Owner will pay to Manager $180,000 for its services during the pre-opening period, from the Effective Date to the Commencement Date. The fee shall be paid to Manager as follows:

- May 1 2026 - $45,000
- October 1 2026 - $45,000
- May 1 2027 - $45,000
- October 1 - 2027 -$45,000

2. **Base Management Fee.** Beginning on May 1, 2028 and then continuing on the first day of each month thereafter throughout the remaining Term, Owner shall pay to Manager a monthly Base Management Fee of Twenty-Five Thousand Dollars ($25,000) per month.

On the fifth anniversary of the first Base Management Monthly Payment, and on each such anniversary thereafter, the annual base management fee shall increase by five (5%) percent. The foregoing monthly payment shall be pro-rated for any partial month.

2. **Deferred Management Incentive Fees.**

To encourage Manager to grow financial performance responsibly, Owner agrees to pay to Manager a Deferred Management Incentive fee in addition to the Base Management Fee identified above. This Incentive Fee is equal to the amount of One (1%) percent of the Facility's Revenue. Such calculations shall be made by Manager within thirty (30) days of the ending of each quarter and paid to the Manager within thirty (30) days of such calculation.

3. Sponsorship and Advertising Compensation. Due to the role that Manager will play in organizing the programs, negotiating agreements and pricing, and providing confidence to sponsors and advertisers, Manager will receive thirty percent (30%) of the gross revenue for sponsorship and advertising, including facility naming rights for all sponsorship and advertising sourced, procured, sold and contracted throughout the life of the Manager's service.

In the event that Owner sources/introduces sponsor to Manager, Manager will receive fifteen percent (15%) of the gross revenue for sponsorship and advertising.

Payments for Sponsorship and Advertising Compensation will be made to Manager within thirty (30) days of the time when a sponsor/advertiser makes payment.

Sponsorship and advertising agreements from Twin Cities Orthopedics and Southwest Christian High School are considered part of the capital funding of the Facility and will not be included in the Sponsorship and Advertising

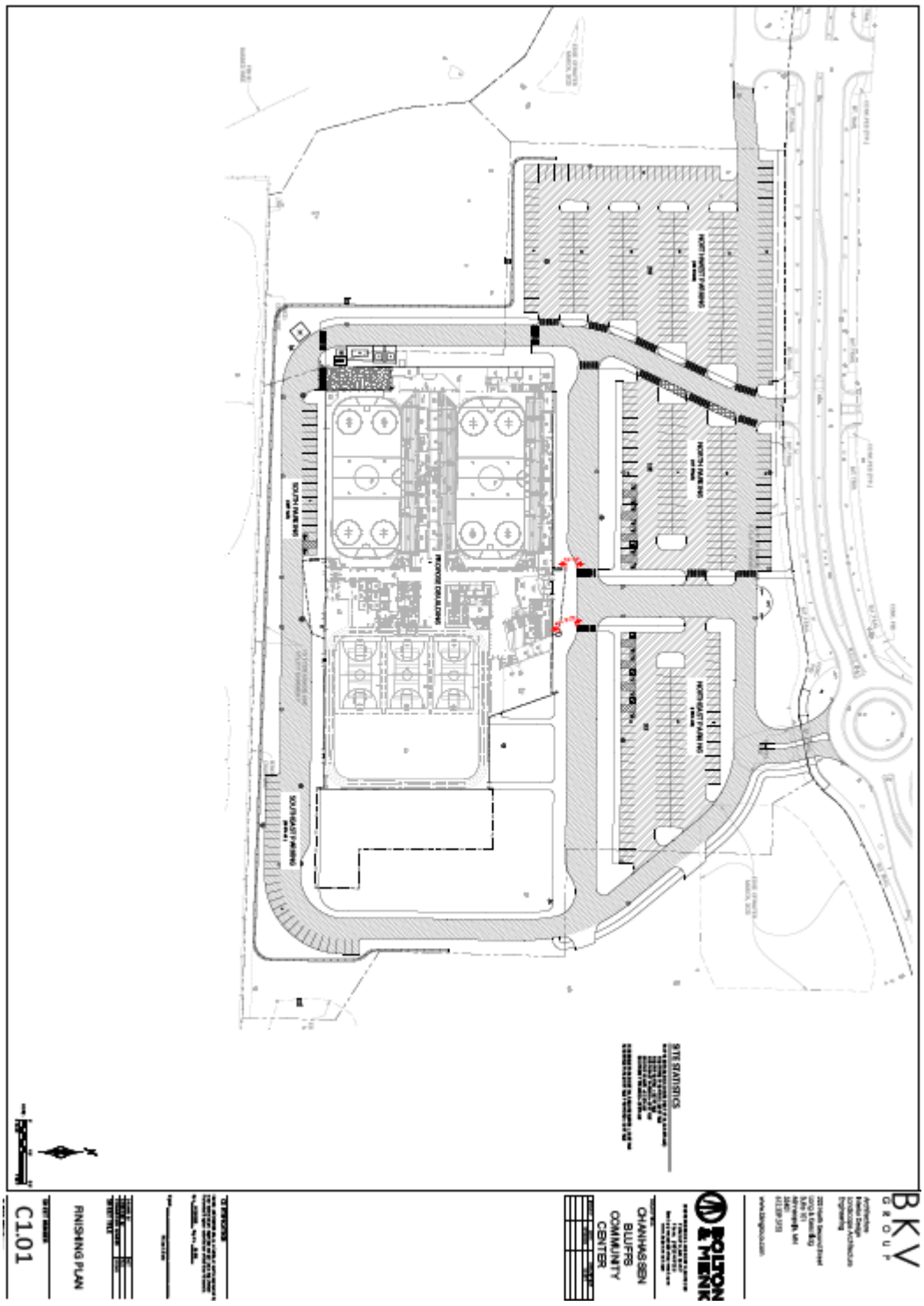
Compensation. Additional capital funding partners can be added as an addendum to this Agreement if approved by Owner and Manager.

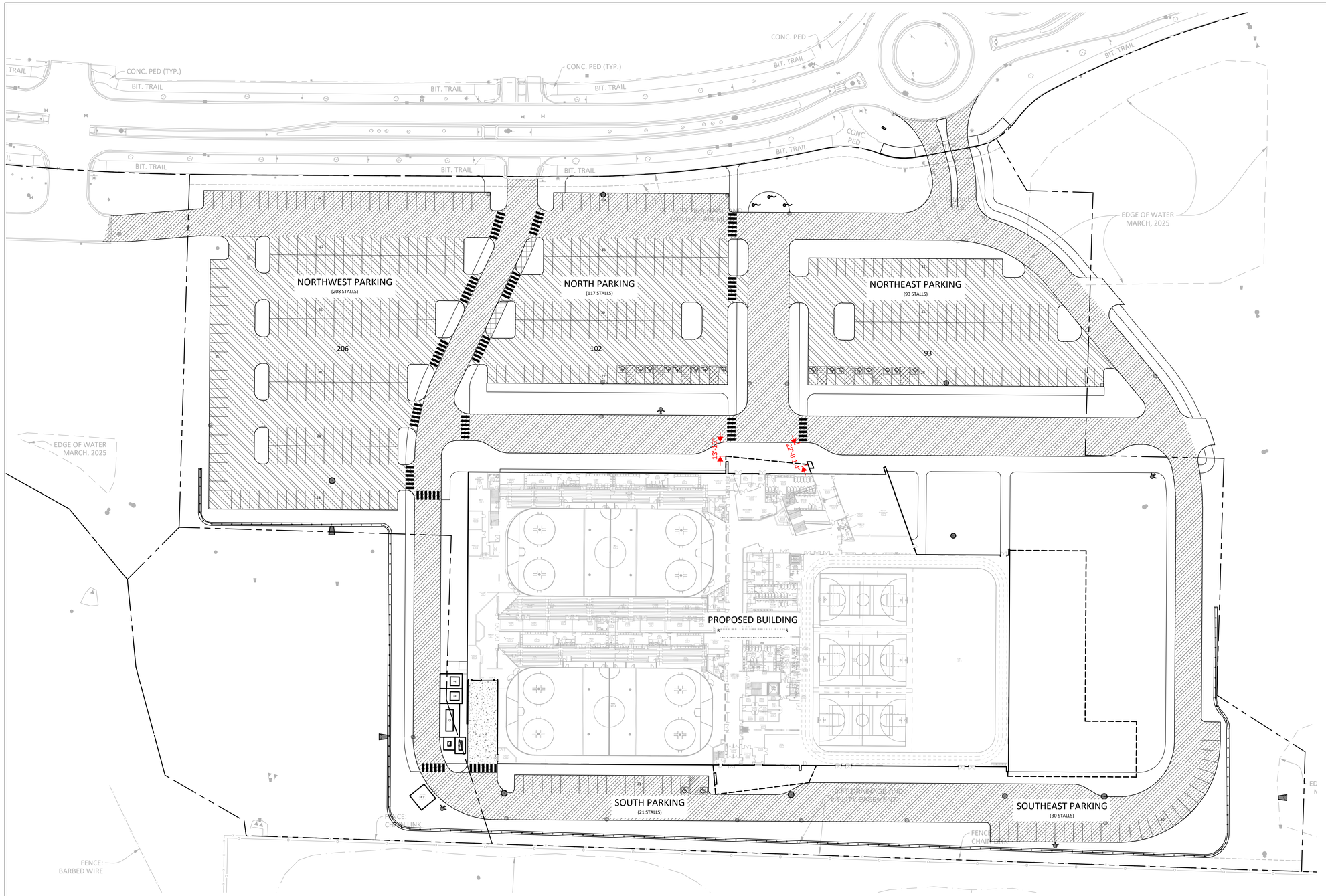
4. **Employee Compensation.** Beginning on the Commencement Date, Owner shall pay to Manager in equal monthly installments ("pro-rated for any partial months), the Employment Costs for all employees at the Facility (collectively, the "**Employee Compensation**"). Manager will compensate all of its employees on a bi-weekly basis and therefore each Employee Compensation payment will become due and payable on the first (1st) day of each successive month. For purposes of this Agreement, the term "**Employment Costs**" shall mean the total salary and compensation for the Management Employees plus any fringe benefits including health insurance, etc., as well as any annual bonus to be paid.

5. **Reimbursed Expenses**. Beginning on the Commencement Date, Manager shall be reimbursed with prior written approval by the Owner, for travel and other expenses directly related to the Management Services. All travel reimbursement will be based on receipts to be furnished by Manager to the Owner. Travel expenses may include but are not limited to airfare, rental cars, parking fees, lodging and meals. All fees and reimbursements shall be paid to Manager within thirty (30) calendar days of invoicing. Manager will make a good-faith effort to keep these travel expenses to a minimum.

EXHIBIT C

FACILITY





SITE STATISTICS

PROPOSED PARKING COUNTS (469 TOTAL CAR STALLS):
- NORTHWEST PARKING = 208 STALLS
- NORTH PARKING = 117 STALLS
- NORTHEAST PARKING = 93 STALLS
- SOUTH PARKING = 21 STALLS
- SOUTHEAST PARKING = 30 STALLS

ACCESSIBLE PARKING STALL REQUIREMENTS = 19 STALLS
ACCESSIBLE PARKING STALLS PROVIDED = 19 STALLS

HORZ. SCALE: 0, 40, 80 FEET

BKV GROUP

Architecture
Interior Design
Landscape Architecture
Engineering

222 North Second Street
Long & Kees Bldg
Suite 101
Minneapolis, MN
55401
612.339.3752

www.bkvgroup.com

BOLTON & MENK

3300 FERNBROOK LANE NORTH, SUITE 300
PLYMOUTH, MN 55447
Phone: (763) 544-7129
Email: plymouth@bolton-menk.com
www.bolton-menk.com

PROJECT TITLE:

CHANHASSEN BLUFFS COMMUNITY CENTER

ISSUE #	DATE	DESCRIPTION
	12/18/2025	DD SET

CERTIFICATION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Date 11/20/2025 Reg. No. 59532

Signed: _____
William J. Diede

DRAWN BY	MET
CHECKED BY	WJD
COMMISSION NUMBER	2612.03

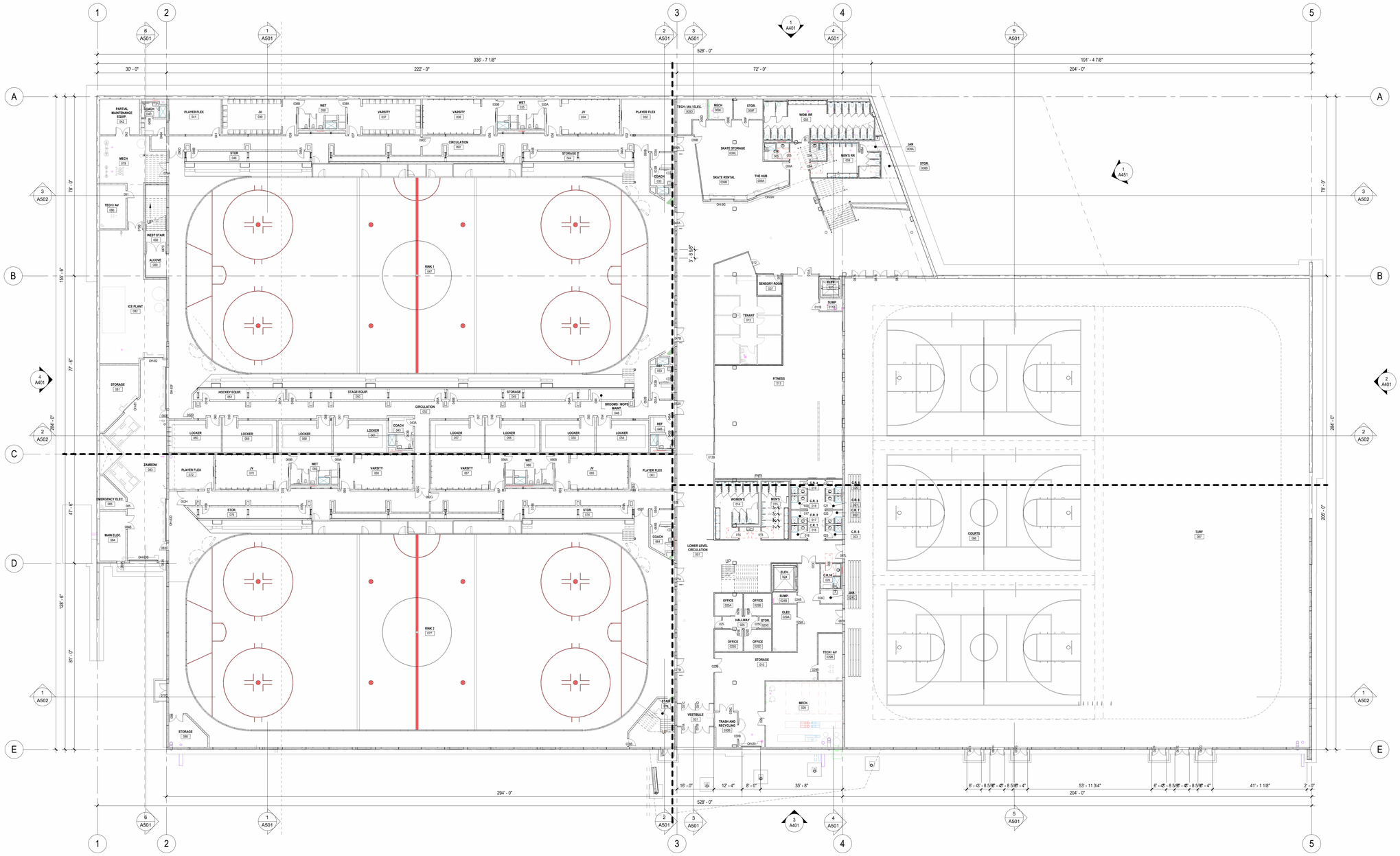
SHEET TITLE

FINISHING PLAN

SHEET NUMBER

C1.01

© 2025 BKV Group



1 A100 OVERALL FLOOR PLAN - LOWER LEVEL
1/16" = 1'-0"

BKV GROUP

Architecture
Interior Design
Landscape Architecture
Engineering

222 North Second Street
Long & Kees Bldg
Suite 101
Minneapolis, MN
55401
612.339.3752

www.bkvgroup.com

CONSULTANTS

PROJECT TITLE

CHANHASSEN BLUFFS COMMUNITY CENTER

ISSUE #	DATE	DESCRIPTION
	09/18/2025	SCHEMATIC DESIGN
	10/30/2025	60% DD
	12/18/2025	DESIGN DEVELOPMENT

604

CERTIFICATION

NOT FOR CONSTRUCTION

DRAWN BY	Author
CHECKED BY	Checker
COMMISSION NUMBER	2612.03

SHEET TITLE

LOWER LEVEL OVERALL FLOOR PLAN

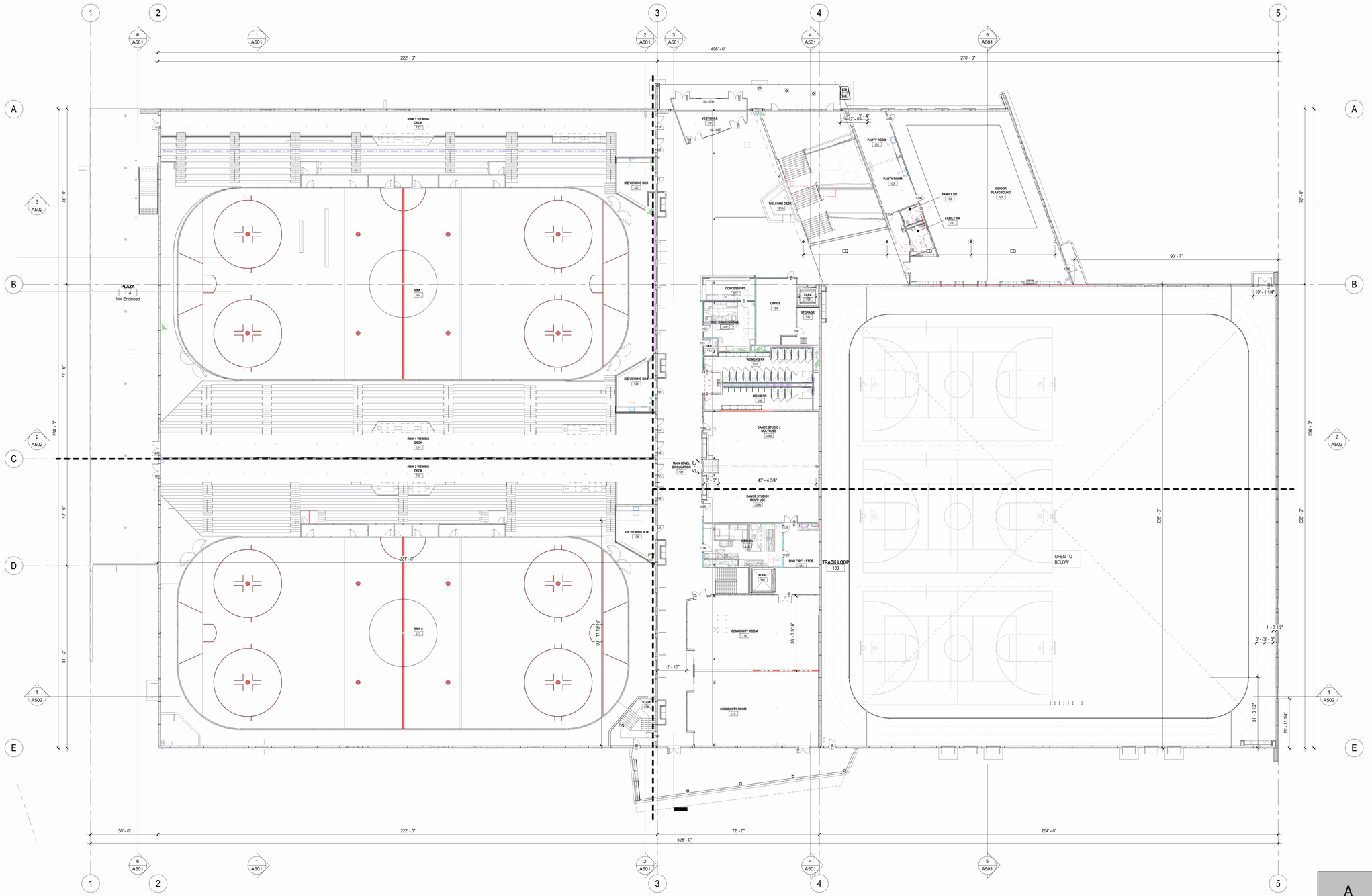
SHEET NUMBER

A100

© 2025 BKV Group

TRUE NORTH PLAN NORTH

Autodesk Docs://2612.03 Chanhassen Bluffs CC/2612.03_CB-CC_AI_2025.rvt
12/19/2025 3:00:34 PM



1 A101 OVERALL FLOOR PLAN - LEVEL 1
1/16" = 1'-0"

BKV GROUP

Architecture
Interior Design
Landscape Architecture
Engineering

222 North Second Street
Long & Kees Bldg
Suite 101
Minneapolis, MN
55401
612.339.3752

www.bkvgroup.com

CONSULTANTS

PROJECT TITLE

CHANHASSEN BLUFFS COMMUNITY CENTER

ISSUE #	DATE	DESCRIPTION
	09/18/2025	SCHEMATIC DESIGN
	10/30/2025	60% DD
	12/18/2025	DESIGN DEVELOPMENT

605

CERTIFICATION

NOT FOR CONSTRUCTION

DRAWN BY	Author
CHECKED BY	Checker
COMMISSION NUMBER	2612.03

SHEET TITLE

MAIN LEVEL - OVERALL FLOOR PLAN

SHEET NUMBER

A101

© 2025 BKV Group

TRUE NORTH PLAN NORTH

Autodesk Docs://2612.03 Chanhassen Bluffs CC/2612.03_CB-CC_AI_2025.rvt
12/19/2025 3:01:52 PM

City Council Item

April 27, 2026

Item	Report on City Manager's Annual Performance Review	
File No.		**Item No:** I.1
Agenda Section	**COUNCIL PRESENTATIONS**	
Prepared By	Laurie Hokkanen, City Manager	
Reviewed By		

SUGGESTED ACTION Mayor provide summary of review held on March 23, 2026	
Motion Type	N/A
Strategic Priority	Communications

SUMMARY

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ATTACHMENTS

City Council Item

April 27, 2026

Item	First Quarter 2026 Communications Update	
File No.		**Item No:** J.1
Agenda Section	**ADMINISTRATIVE PRESENTATIONS**	
Prepared By	Jenny Potter, City Clerk	
Reviewed By		

SUGGESTED ACTION N/A	
Motion Type	N/A
Strategic Priority	Communications

SUMMARY

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Impact Insights Q1 2026

Chanhassen Communications:

Impact Insights

Q1 2026

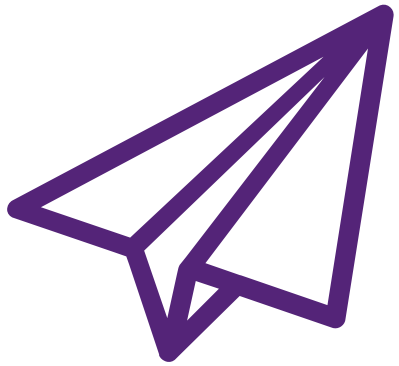
Email Newsletters

Total Subscribers: 16,330 (+.49% growth over Q4 2025)

Most popular email lists:

- Message from the Mayor – 11,689 subscribers (-.4% over Q4 2025)
- Park and Recreation Programs – 6,725 subscribers (-1.85 % over Q4 2025)
- Chan-Happenings – 6,575 subscribers (+1.75% increase over Q4 2025)
- Special Events – 6,154 subscribers (+1.62% increase over Q4 2025)
- Emergency Alerts – 5,808 subscribers (+1.43% increase over Q4 2025)
- Senior Center Programming & Events Newsletter – 5,318 subscribers (+1.98% over Q4 2025)

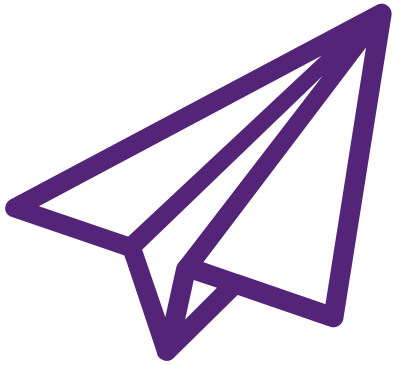
Number of newsletters sent during the quarter: 96 (+4.35% from Q4 2025)



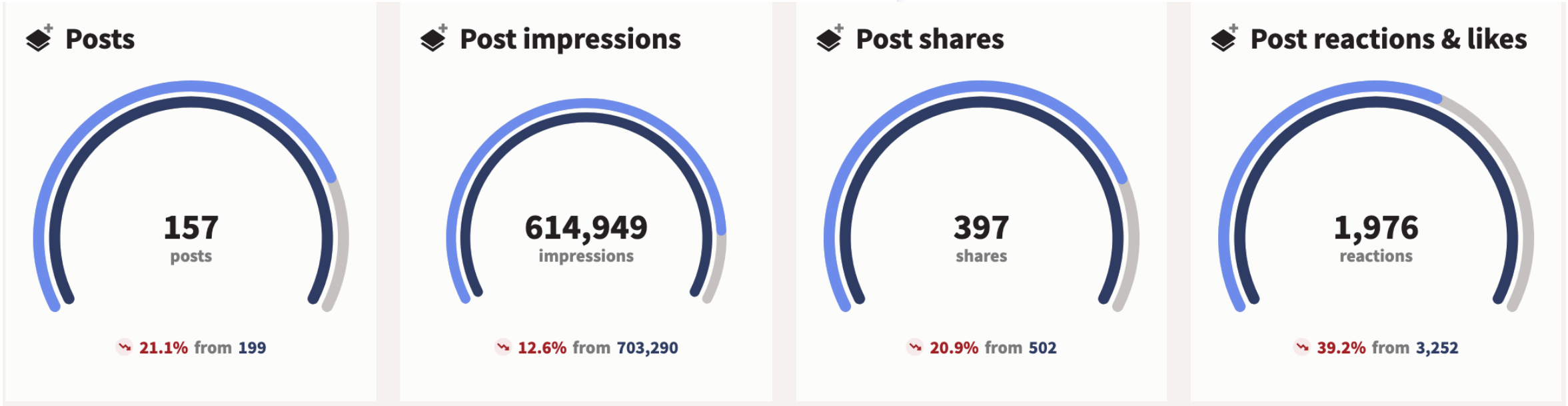
Email Newsletters

Top Five Open Rates (% of emails opened):

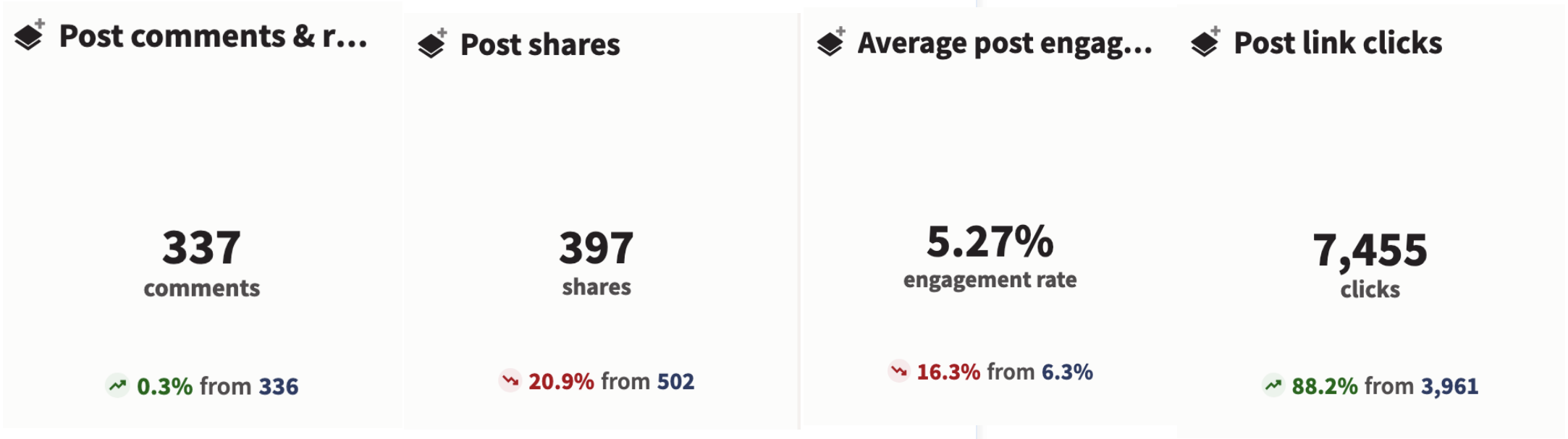
- Proposed Development Projects (60%)
- 2026 City Pavement Rehab Project Update (59%)
- 2025 Stormwater Pond Maintenance Project Update (59%)
  Pleasantview Road Project (58%)
- Proposed Developments (58%)



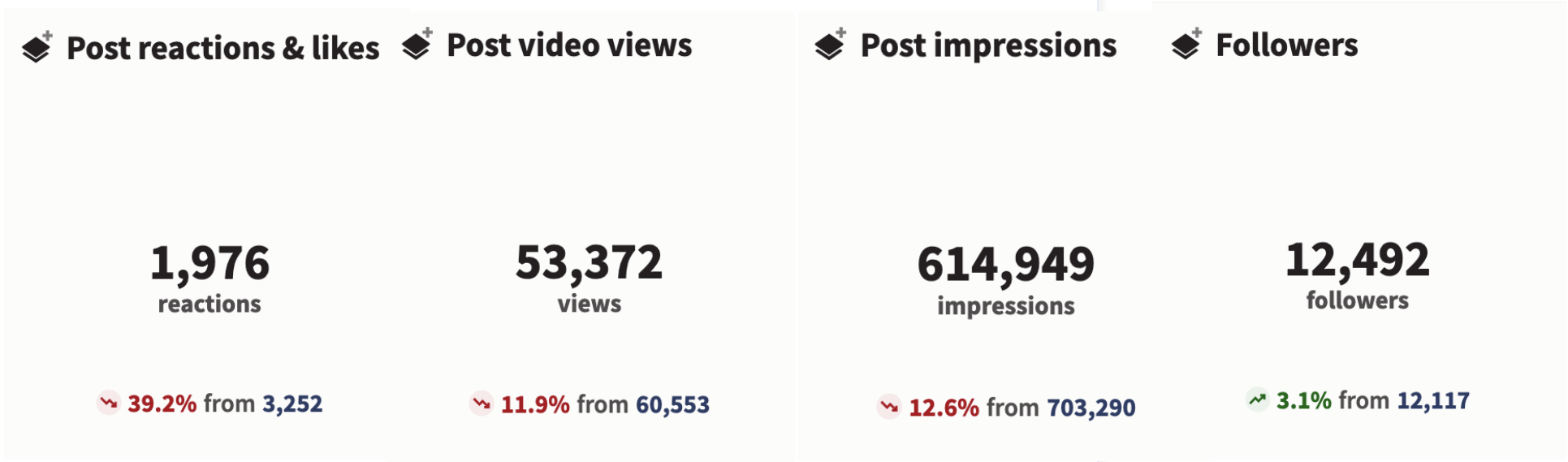
Social Media, Q1 2026 v Q4 2025



Social Media, Q1 2026 v Q4 2025

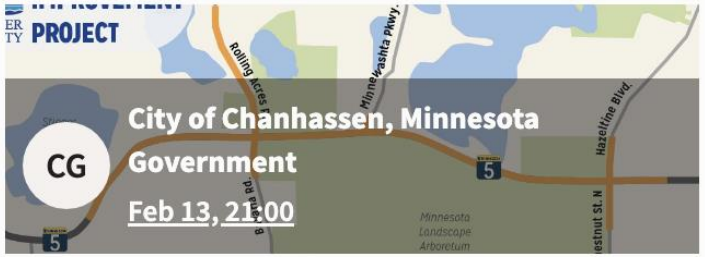


Social Media, Q1 2026 v Q4 2025



Social Media, Most Popular Posts: Facebook (likes)

Top posts > Likes



Carver County is leading a major regional project in coordination with MnDOT, the City of Chanhassen, the

175 likes



On Monday, the Chanhassen City Council paid tribute to Rick Rice, who recently retired after having served

101 likes



Chanhassen's snow crews have been hard at work today. To help move things along after the storm, they

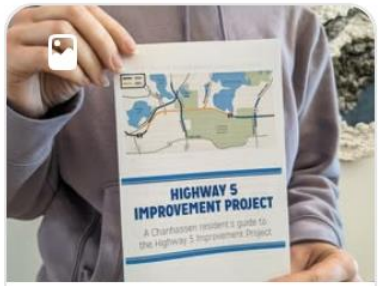
82 likes

Social Media, Most Popular Posts: Facebook (views)

Top content



Fri Feb 13, 3:00pm
79,905
Views



Mon Mar 9, 4:00pm
47,973
Views



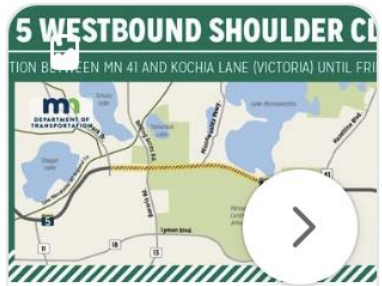
Mon Mar 2, 3:56pm
24,627
Views



Fri Mar 6, 9:00am
23,477
Views



Tue Mar 17, 3:00pm
15,962
Views



Wed Mar 11, 5:00pm
13,415
Views

Social Media, Most Popular Posts: LinkedIn (likes)

Top posts > Reactions



Congrats to our Parks Recreation Specialist Luke Kegley, who was given the Minnesota Recreation and

85 reactions

CC **City Of Chanhassen**
Mar 25, 13:38

The City of Chanhassen is grateful for the continued generosity of the CHANHASSEN ATHLETIC ASSOCIATION (CAA). CAA has been a cornerstone of youth sports in our community for over 50 years and its partnership with the city has made a real difference in the quality of our local athletic facilities. This

24 reactions



Step into a downtown Chanhassen staple with Sam as she interviews three important people who've helped

16 reactions

616

Social Media, Most Popular Posts: Instagram (likes)

Top posts > Likes



Chanhassen's snow crews have been hard at work today. To help move things along after the storm, they

27 likes



Welcome to the new year! Here are ten things to look forward to in Chanhassen in the new year. Help us

24 likes



Thank you to all of the tiny dancers and their sweethearts who joined us at the Rec Center on

21 likes

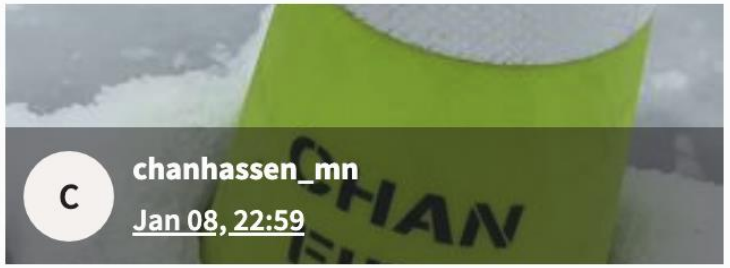
Social Media, Most Popular Posts: TikTok (likes)

Top posts > Likes



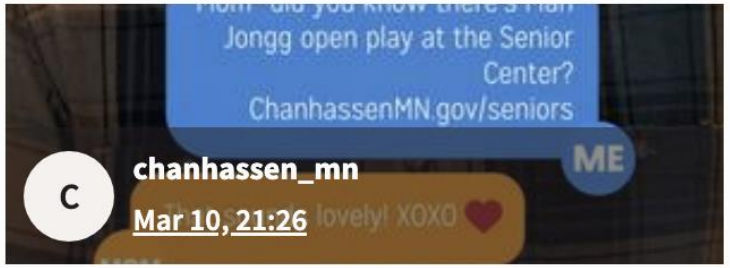
So....what are you going to name your hydrant? #chanhassen #PSA #firefighter #snow

68 likes



Cold water. Real training. Always ready to protect our community. #chanhassen #minnesota

15 likes

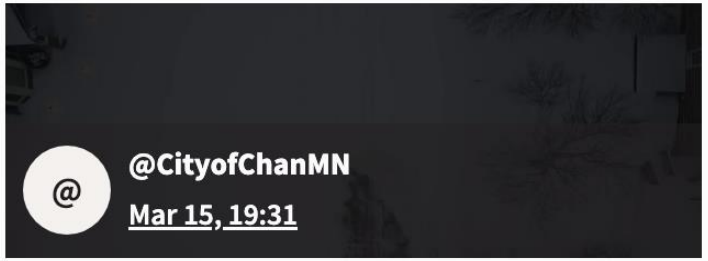


Do you have a senior in your life who might need some help staying on top of all the great events and

12 likes

Social Media, Most Popular Posts: Twitter/X (likes)

Top tweets > Likes



Chanhassen's snow crews have been hard at work today. To help move things along after the storm, they

7 likes



At its January 26 City Council meeting, Council approved a name change for the upcoming

2 likes



Congratulations to Greg F. of Chanhassen for finding the 2026 FebFest Medallion at Roundhouse Park (in

2 likes

Social Media, Most Popular Posts: YouTube (likes)

Top posts > Likes



So....what are you going to name your hydrant? #chanhassen #psa #firefighter #snow

13 likes



Step into a downtown Chanhassen staple with Sam as she interviews three important people who've helped

6 likes



This fly through, put together by BKV Group, was shown to the City of Chanhassen's Planning

4 likes

Social Media, Most Popular Posts: Threads (likes)

Top posts > Impressions



Short and sweet this week! A big, big thank you to the plow teams that keep our city streets clear of snow

2 likes



City contractors are currently pruning trees on the south side of W. 78th St. between Galpin Blvd. and

2 likes



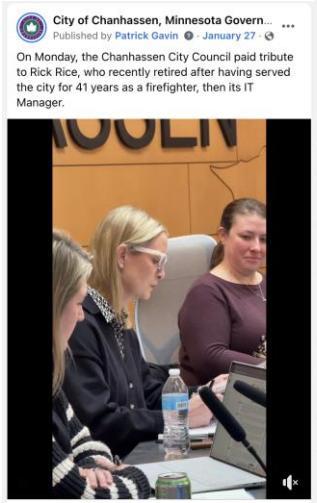
Chanhassen's snow crews have been hard at work today. To help move things along after the storm, they

2 likes

Most watched Facebook videos



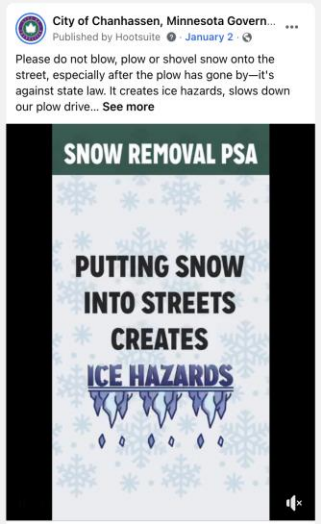
Chanhassen Community Center
11,822 views



Rick Rice Day
8,148 views



Snow Plow Tribute
7,377 views



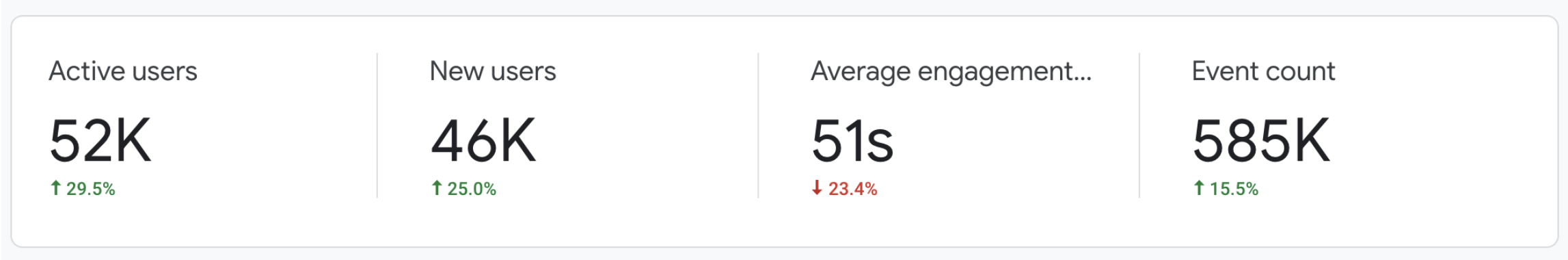
Snow Removal PSA
7,088 views



Phase 2 Construction Update
6,121 views

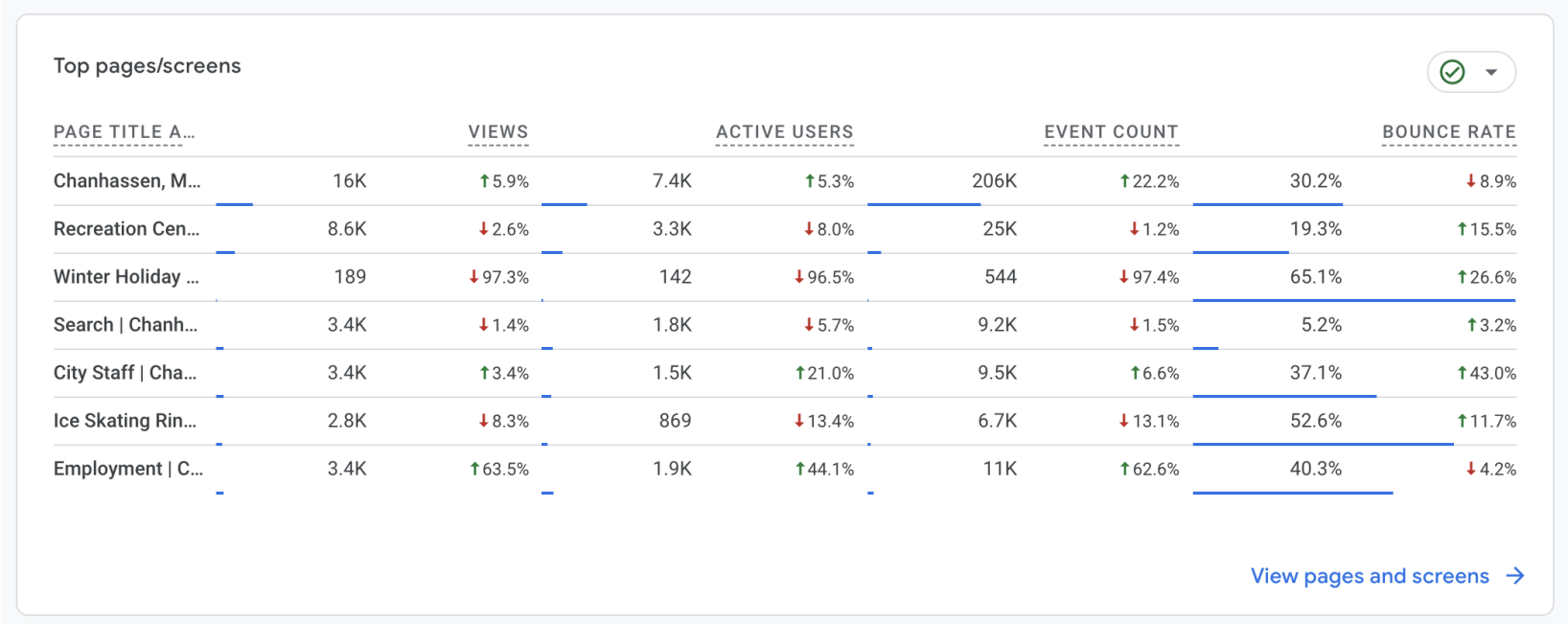
622

ChanhassenMN.gov: Q1 2026 v Q4 2025



"Active Visitors": The total number of people who visited our website. Each person is counted once, no matter how many times they visit.
"Sessions": The total visits to our website. Each time someone comes to the site, it starts a new session, even if they're a returning visitor.
"Page Views": The total number of pages viewed. Every time a page loads, it counts as one view, including repeat views of the same page.

ChanhassenMN.gov: Q1 2026 v Q4 2025: Top Pages



Top pages/screens

PAGE TITLE A…		VIEWS		ACTIVE USERS		EVENT COUNT		BOUNCE RATE
Chanhassen, M…	16K	↑5.9%	7.4K	↑5.3%	206K	↑22.2%	30.2%	↓8.9%
Recreation Cen…	8.6K	↓2.6%	3.3K	↓8.0%	25K	↓1.2%	19.3%	↑15.5%
Winter Holiday …	189	↓97.3%	142	↓96.5%	544	↓97.4%	65.1%	↑26.6%
Search | Chanh…	3.4K	↓1.4%	1.8K	↓5.7%	9.2K	↓1.5%	5.2%	↑3.2%
City Staff | Cha…	3.4K	↑3.4%	1.5K	↑21.0%	9.5K	↑6.6%	37.1%	↑43.0%
Ice Skating Rin…	2.8K	↓8.3%	869	↓13.4%	6.7K	↓13.1%	52.6%	↑11.7%
Employment | C…	3.4K	↑63.5%	1.9K	↑44.1%	11K	↑62.6%	40.3%	↓4.2%

View pages and screens →

"Active Visitors": The total number of people who visited our website. Each person is counted once, no matter how many times they visit.
"Sessions": The total visits to our website. Each time someone comes to the site, it starts a new session, even if they're a returning visitor.
"Page Views": The total number of pages viewed. Every time a page loads, it counts as one view, including repeat views of the same page.

City Council Item

April 27, 2026

Item	Letter to the Metropolitan Council regarding Comprehensive Plan Amendment Policy	
File No.		**Item No:** K.1
Agenda Section	**CORRESPONDENCE DISCUSSION**	
Prepared By	Eric Maass, Community Development Director	
Reviewed By		

SUGGESTED ACTION

No action necessary.

Motion Type	N/A
Strategic Priority	Development & Redevelopment

SUMMARY

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ATTACHMENTS

Letter to Metropolitan Council Representative

CITY OF CHANHASSEN

A Community for Life

April 9th, 2026

Dr. Tyronne Carter
Council Member, District 3
Metropolitan Council
390 Robert Street, St Paul, MN 55101

RE: Comprehensive Plan Amendment Requirements

Dear Council Member Carter.

The City of Chanhassen has been made aware of a letter sent by the City of Cottage Grove Mayor, Myron Bailey, dated March 4th, 2026, to Council Member Jenkins (District 12), and a letter from City of Waconia Community Development Director, Lane Braaten, dated March 25, 2026 to Council Member Barber (District 4), echoing the problematic impacts of a recent change in interpretation of Metropolitan Council policy.

Metropolitan Council staff have begun implementation of a new interpretation of a preexisting policy. This new interpretation requires cities to address Comprehensive Plan Amendments for developments that modify the location of residential densities within a parcel, even when the development still meets affordability and density requirements, aligns with average density requirements, and meets city sewer capacity and trip generation requirements, all consistent with the overall implementation of their Comprehensive Plans.

The City of Chanhassen has large parcels with a mix of residential land-use designations. The City has been prudent in allocating densities across large parcels, anticipating how development would occur. It remains likely that, with an actual development application, the allocation of housing types and densities would not align exactly with what is displayed in the City's 2040 Future Land Use Map and, with the current policy interpretation, would require a Comprehensive Plan Amendment for a development project that would fall within the density range permitted in our Comprehensive Plan.

This additional process for development projects continues to be time-consuming and costly, creates opportunities for public opposition to diverse housing projects, and ultimately makes it difficult to support affordability requirements.

While the City of Chanhassen has not had a development project occur on a parcel with a mixed land use designation that generated a Comprehensive Plan Amendment which is the specific issue at hand, the City of Chanhassen would like to extend our support to the City of Cottage Grove, and other communities who are being significantly impacted by a change of policy, or interpretation of policy, requiring Comprehensive Plan Amendments in comparable situations.

For these reasons, the City of Chanhassen urges you to draw back and revise the Metropolitan Council policies that require Comprehensive Plan Amendments for development projects that align with the high-level land use lines and overall density of their land use designations within their guiding Comprehensive Plans.

We ask for your support in resolving this situation so we can continue to deliver the necessary housing across our region in an efficient and timely manner.

Thank you for your consideration.

Sincerely,



Eric Maass, AICP, EDFP
Community Development Director, City of Chanhassen

CC: Robin Hutcheson, Chair
Lisa Barajas, Community Development Director
MacKenzie Young- Walters, Senior Planner, Sector Representative
Laurie Hokkanen, Chanhassen City Manager
City of Chanhassen Mayor and City Council

City Council Item

April 27, 2026

Item	Follow-Up: Chanhassen Citizen Action Request	
File No.		**Item No:** K.2
Agenda Section	**CORRESPONDENCE DISCUSSION**	
Prepared By	Jenny Potter, City Clerk	
Reviewed By		

SUGGESTED ACTION

N/A

Motion Type	N/A
Strategic Priority	N/A

SUMMARY

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Email Follow-up Chanhassen Citizen Action Request

From: Hokkanen, Laurie
Subject: Follow-up: Chanhassen Citizen Action Request
Date: Wednesday, April 15, 2026 11:23:04 AM

Good morning,

Thank you for submitting a citizen action request. The City Council holds its roundtable discussions quarterly during the work session, providing an opportunity for councilmembers to raise topics of interest, ask questions and identify potential items for future consideration. While no formal action is taken during roundtable discussions, they help inform future Council direction and priorities.

As part of the April 13 roundtable, several Citizen Action Requests were discussed, along with updates on previously raised topics.

A citizen request related to immigration enforcement policies and city cooperation with federal authorities prompted discussion about recent outreach to federal officials. Mayor Elise Ryan noted that the city remains in regular communication with Congressman Tom Emmer's office regarding ICE-related matters, but there was no consensus to move forward with a resolution or to pursue the establishment of a Human Rights Commission.

Regarding participation in the Safe & Stable Cities Coalition, the mayor noted that the city is an ally but not a formal, dues-paying member, participating in periodic updates but not contributing financially or taking formal policy positions. Activity within the coalition has been minimal and no additional action was recommended at this time.

A request to explore tree planting and native landscaping efforts along 78th Street is moving forward, with a resident working directly with city staff on potential opportunities and coordination. Council expressed general support for continued collaboration on these efforts.

The roundtable also included discussion of traffic concerns related to a recent highway closure, with staff actively coordinating with Carver County on signage, enforcement, and other mitigation efforts.

We appreciate you bringing a request forward and your engagement in the community.

Thank you,

Laurie Hokkanen
City Manager
City of Chanhassen
952-227-1119