



## **Resolution 2018-114**

**Resolution Authorizing a Professional Services Agreement with Civil Site Group, PC to Provide Topographic and ALTA Land Surveying Services at Mississippi Gorge Regional Park for a Fee Not to Exceed \$130,000, and Contingent on City of Minneapolis Civil Rights Approval**

Whereas, The Minneapolis Park and Recreation Board (MPRB) is the steward of Minneapolis Parks;

Whereas, The MPRB is authorized to contract with public and private entities in the performance of its functions;

Whereas, In January 2018, MPRB solicited proposals from qualified design consulting firms to provide topographic and ALTA land surveying services related to the upcoming Mississippi Gorge Regional Park Master Plan process beginning this winter and received four responses;

Whereas, Each consultant was required to seek out local women-owned and minority-owned subconsultants to join its team, and submit City of Minneapolis Civil Rights Department's Small and Under-utilized Business Program (SUBP) forms indicating the consultant's efforts;

Whereas, MPRB Planning staff reviewed each of the proposals and determined Civil Site Group, PC to be the best qualified team based on its project approach and understanding to manage a project of this magnitude;

Whereas, The City of Minneapolis Civil Rights Department is currently reviewing Civil Site Group's SUBP submissions; and

Whereas, This resolution is supported by the MPRB 2007-2020 Comprehensive Plan, which envisions "Dynamic parks that shape city character and meet diverse community needs;"

RESOLVED, That the Board of Commissioners authorizes a professional services agreement with Civil Site Group, PC to provide topographic and ALTA land surveying services at Mississippi Gorge Regional Park for a fee not to exceed \$130,000, contingent on the City of Minneapolis Civil Rights Department's approval; and

RESOLVED, That the President of the Board and Secretary to the Board are authorized to take all necessary administrative actions to implement this resolution.



TO: Minneapolis Park and Recreation Board

FROM: Michael Schroeder,

DATE: February 7, 2018

SUBJECT: Resolution Authorizing a Professional Services Agreement with Civil Site Group, PC to Provide Topographic and ALTA Land Surveying Services at Mississippi Gorge Regional Park for a Fee Not to Exceed \$130,000, and Contingent on City of Minneapolis Civil Rights Approval

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## **BACKGROUND**

This resolution considers a Professional Services Agreement for an amount not to exceed \$130,000 with Civil Site Group, P.C. to provide topographic and ALTA land surveying services within the Mississippi Gorge Regional Park related to the upcoming master plan process beginning this winter. Civil Site Group, P.C. has assembled a team that includes Kaskaskia Engineering Group and Guaranty Commercial Title, both women-owned businesses to complete the work.

In December 2017, Minneapolis Park and Recreation Board (MPRB) Planning staff publicly solicited a request for proposals (*Attachment A*) and received proposals from four qualified professional surveying and engineering teams for the project. MPRB Planning Division staff reviewed the submitted proposals. Staff found that the team led by Civil Site Group best met the needs of the project, given the large scale of the site, and the work effort required to complete the work within the project schedule. They appear to meet the project's SUBP goals set by the Civil Rights Department. Civil Site Group's proposed schedule meets MPRB staff expectations. See *Attachment B*, Civil Site Group's Proposal.

The Mississippi Gorge Regional Park is one of the largest Regional Parks within the MPRB park system, and has a complex landform that will take significant effort to capture all the site topography (site map shown in *Attachment C*). The site extends from the No. 9 Bridge on the north end of the park to Godfrey Parkway and the Ford Dam access road at the downstream terminus. There are large open spaces (Bohemian Flats), parks with a neighborhood character (Riverside Park), and areas completely wild and out of the city's sight (in the gorge). The Mississippi River gorge in Minneapolis is a unique landform feature and is the only gorge found along the entire length of the Mississippi River. The gorge was formed by the slow retreat of St. Anthony Falls, which originated in western St. Paul and is now located just upstream of the Stone Arch Bridge. As St. Anthony Falls eroded and undermined the soft St. Peter Sandstone



layered beneath the Platteville Limestone, the unsupported limestone broke apart leaving the gorge in its path. The gorge is truly a unique and remarkable natural asset.

The surveying project will result in two surveys. One will be a standard topographic survey mapping all physical features of the park. The second is an ALTA survey which is a detailed boundary survey that conforms to the standards of the American Land Title Association and the National Society of Professional Surveyors. ALTA surveys go well beyond a typical boundary survey and focus on parcel boundaries, easements, rights-of-way, and encroachments, along with a detailed property title search. The ALTA Survey helps the MPRB establish sure boundaries for parks in our system, and provides accurate property ownership information. The information gathered by the surveys will be used during the masterplan process and with the implementation/rehabilitation projects in 2018 and 2019 as part of the Mississippi Gorge Regional Park Master Planning process.

**FUNDING/COST SUMMARY**

<b>Sources</b>		<b>\$2,402,000</b>
2016 Parks and Trails	\$250,000	
2017 Parks and Trails	\$2,108,000	
2018 Parks and Trails	\$44,000	
<b>Uses</b>		<b>\$136,500</b>
PSA for Civil Site Group	\$130,000	<i>pending board approval</i>
Estimated in-house design/administration fees (5%)	\$6,500	
<b>Balance (master planning and project design and engineering, construction, construction contingency, construction administration, and project closeout)</b>		<b>\$2,265,500</b>

**RECOMMENDATION**

Staff recommends that the Board of Commissioners authorize a Professional Services Agreement with Civil Site Group, PC to provide topographic and ALTA land surveying services at Mississippi Gorge Regional Park for a Fee Not to Exceed \$130,000, contingent on the City of Minneapolis Civil Rights Department’s approval.

This action is supported by the following vision and goal statements in the MPRB 2007-2020 Comprehensive Plan.



**Vision Theme 3:** Dynamic parks that shape city character and meet diverse community needs.

**Goal:** Focused land management supports current and future generations.

**ATTACHMENTS:**

- Attachment A - Mississippi River Gorge Survey RFP (PDF)
- Attachment B - Civil Site Group Proposal and SUBP Submittal (PDF)
- Attachment C - Mississippi Gorge Regional Park Map (PDF)

Prepared By: Tyler Pederson,, Design and Project Management  
Review:

Cindy Anderson Completed 01/22/2018 9:22 AM

Cliff Swenson Completed 01/24/2018 6:06 PM

Michael Schroeder Completed 01/26/2018 1:43 PM

Jayne Miller Completed 01/28/2018 12:48 PM

Minneapolis Park and Recreation Board Pending 02/07/2018 5:00 PM