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<b>Title:</b>	Authorization to Amend the Phase II Design Contract with HDR for the 325 Blake Road Restoration and Redevelopment Project
<b>Resolution number:</b>	25-036
<b>Prepared by:</b>	Gabriel Sherman, Planner-Project Manager Phone: (952) 641-4510 gsherman@minnehahacreek.org
<b>Reviewed by:</b>	Michael Hayman, Project Planning Manager
<b>Recommended action:</b>	The Board of Managers authorizes an amendment to the Phase II Design Contract with HDR for 325 Blake Road Restoration and Redevelopment to include producing construction documents and providing bidding support and construction services for the construction of the Gateway to Greenway
<b>Schedule:</b>	May 2023: Board approval of final design March 2025: Issue notice of termination to developer April 2025: Developer cure period to resolve contract Spring-Summer 2025: Contingency planning for initiating construction of the regional stormwater and Minnehaha Greenway expansion project June-August 2025: Break out and update construction package for Gateway to Greenway and secure permits Fall 2025: Finalize bid ready package and solicit bids
<b>Budget considerations:</b>	Fund name and code: Cottageville Park Phase II, 3-3146 Fund budget: \$700,000 2025 expenditures to date: \$45,000 Requested amount of funding: \$118,921 (\$108,110 + 10% contingency)
<b>Past Board action:</b>	Res # 20-066 Authorization to Execute a Cooperative Agreement with the City of Hopkins for Coordinated Planning, Improvements and Development for 325 Blake Road Res # 20-067 Authorization to Release the Request for Proposals for Design Services for 325 Blake Road Stormwater Management and Site Restoration Res # 20-083 Authorization to Contract for Site Survey for 325 Blake Road Regional Stormwater and Greenway Project Res # 20-091 Authorization to Contract for Design Services for the 325 Blake Road Regional Stormwater and Greenway Project Res # 21-063 Acceptance of 30% Design for 325 Blake Road Restoration and Redevelopment Res # 21-075 Approval of Phase II Design Contract for 325 Blake Road Restoration and Redevelopment Res # 22-010 Approval of 60% Design for 325 Blake Road Restoration and Redevelopment Res # 23-009 Authorization to Amend the Phase II Design Contract with HDR for 325 Blake Road Restoration and Redevelopment to Include Structural

	Engineering Services
Res # 23-026	Approval of Final Design for 325 Blake Road Regional Stormwater and Greenway Project
Res # 23-027	Approval of the Project Agreement for Cottageville Park Improvement and Maintenance
Res # 23-036	Authorization to Amend the Phase II Design Contract with HDR for 325 Blake Road Restoration and Redevelopment to Include Pre-Bid Coordination
Res # 25-019	Authorization to Issue Notice of Termination of the 325 Blake Road Real Estate Purchase Agreement

## **Summary:**

### **Background**

In December 2020, Minnehaha Creek Watershed District (MCWD) contracted with HDR to provide design and engineering services to advance its stormwater and greenway project at 325 Blake Road and adjacent Cottageville Park properties in Hopkins. The design process was phased, with the Phase I contract covering project initiation through schematic design and the Phase II contract scoped to bring the project from schematic design through final design, construction ready documents, and construction bid support. Phase I work was completed in September 2021 with Board acceptance of schematic designs. The Phase II scope of work and contract were authorized in November 2021, and final design and construction documents were approved by the Board at its May 11, 2023 meeting.

The Board typically authorizes bidding of construction at the same time it approves final design. However, uncertainty over the final shape of Alatus' commercial space and public realm adjacent to the regional stormwater pond and ongoing negotiations with Alatus regarding the next land sale at the time of final design approval necessitated a gap between final design and bidding. On June 22, 2023, the Board authorized an amendment to the design contract with HDR for any pre-bid coordination activities that require input and oversight from HDR as MCWD's licensed consulting engineer for the 325 Blake Road project, especially integration of the Alatus and MCWD projects.

With Alatus unable to meet the terms of the purchase and sale agreement, the Board authorized issuing a Notice of Termination of the 325 Blake Road Real Estate Purchase Agreement on March 27, 2025. While MCWD determines how to best advance its critical stormwater capital improvements at 325 Blake Road, contingency planning efforts identified the Gateway to Greenway as a portion of the overall 325 Blake Road Restoration and Redevelopment that could move forward as a standalone project. Construction of the Gateway to Greenway would complete Cottageville Park north/west of Lake St NE, with the final Cottageville parcels south/east of Lake St NE (Nature Play) being constructed as part of the 325 Blake Road Main Site.

MCWD and Hopkins have already executed an agreement to guide the construction and maintenance of Cottageville Park, including the Gateway to Greenway and Nature Play areas. On May 11, 2023, the Board of Managers approved the Project Agreement for Cottageville Park Improvement and Maintenance, which consolidated and updated previous agreements between MCWD and Hopkins guiding the expansion of Cottageville Park. The revised and consolidated agreement includes a comprehensive maintenance agreement for the entire Cottageville Park, as well as the necessary cross easements to allow the City and MCWD to carry out their respective obligations across all Cottageville Park parcels. In general, the City will accept ownership and maintenance obligations for the improvements, except that MCWD will retain maintenance responsibility for the pergola structure, decorative watershed pavement beneath the pergola, and the pedestrian bridge planned to connect the 325 Blake Road Main Site to the Nature Play area.

### **Next Steps and Timeline**

HDR has developed a scope of work to break out the Gateway to Greenway from the final construction package produced in 2023, as well as provide construction bidding support and construction services:

- Separate Gateway to Greenway Construction Package
  - Project Management and Startup
  - Separate Drawings
  - Separate Specifications
  - Update Construction Quantities and Cost Estimate

- Review and Finalize Construction Package
- Bidding Support
- Construction Services
  - Engineering During Construction
  - Construction Observation
  - Record Drawings and OMM Manual

A detailed breakdown of task descriptions and budget is included in Attachment 1: Scope of Work.

This scope will be contracted as an amendment to the Phase II Design Contract for 325 Blake Road Restoration and Redevelopment with HDR. The amended scope and budget will provide comprehensive consultant support to bid and oversee construction of the Gateway to Greenway and will leave the existing bidding support task and pre-bid coordination services budgets to be applied towards finalizing the design and bidding of the 325 Blake Road Main Site and Nature Play. The existing contract only carried the project through bidding; therefore, this amendment also adds the wholly new construction services task which accounts for the majority of the total amendment budget (\$70,190 of \$108,110).

At the June 12, 2025, Board of Managers meeting, staff will bring forward this amendment for Board consideration, as well as provide a brief project update. Following approval of the contract amendment, HDR and Damon Farber will finalize a construction package for the Gateway to Greenway and MCWD staff will begin the permitting process to allow for bidding in Fall 2025.

**Supporting Documents:**

- Attachment 1: Scope of Work



## RESOLUTION

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**Resolution number:** 25-036

**Title:** Authorization to Amend the Phase II Design Contract with HDR for the 325 Blake Road Restoration and Redevelopment Project

- WHEREAS the Minnehaha Creek Watershed District (MCWD) acquired 325 Blake Road, Hopkins, MN in 2011 as a key piece of the Minnehaha Creek Greenway in St. Louis Park and Hopkins;
- WHEREAS the MCWD is implementing a regional stormwater project at 325 Blake Road to treat polluted stormwater that flows into the creek from approximately 270 acres of surrounding area and to restore more than 1,000 feet of creek frontage and is planning for this work with three accompanying Cottageville Park parcels bordering the creek, collectively the 325 Blake Road Regional Stormwater and Greenway and Cottageville Park Phase II Riparian Restoration Project. The project is commonly referenced by its shortened title "325 Blake Road Restoration and Redevelopment";
- WHEREAS as of March 2020, the construction of both the Powell Road and Lake Street stormwater diversion systems are complete, with the diversion structures remaining bulk-headed until the treatment facility at 325 Blake Road is constructed;
- WHEREAS on August 27, 2020, the MCWD Board of Managers authorized the execution of a Cooperative Agreement with the City of Hopkins for Coordinated Planning, Improvements and Development for 325 Blake Road;
- WHEREAS on August 27, 2020, the MCWD Board of Managers approved the release of a Request for Proposals for Design Services for 325 Blake Road Stormwater Management and Site Restoration, which seeks landscape architecture and engineering services to complete integrated stormwater management, ecological restoration, and public open space improvements at 325 Blake Road and accompanying parcels;
- WHEREAS on December 3, 2020, the MCWD Board of Managers authorized final negotiation and execution of a contract for design and engineering services for the 325 Blake Road Restoration and Redevelopment project with HDR, Inc.;
- WHEREAS following completion of 30% design, the MCWD Board of Managers found that it was prudent to advance all project elements from schematic design through final design and produce a construction phasing plan, and on November 4, 2021, approved the Phase II design contract with HDR, Inc.;
- WHEREAS the MCWD Board of Managers directed the design of a custom pergola for the Gateway to Greenway parcel at Blake Road and Lake Street to serve as a visually impactful architectural feature visible to passing motorists and providing swing benches overlooking Minnehaha Creek, and amended the design contract to include structural engineering services to ensure constructability and safety of the pergola;
- WHEREAS on May 11, 2023, the MCWD Board of Managers approved final design of the 325 Blake Road Regional Stormwater and Greenway project;

- WHEREAS on May 11, 2023, the MCWD Board of Managers approved the Project Agreement for Cottageville Park Improvement and Maintenance;
- WHEREAS on June 22, 2023, the MCWD Board of Managers amended the design contract to include additional pre-construction bid coordination tasks and costs not included in the original Phase II contract that were necessitated by the design and land ownership status of the Alatus development;
- WHEREAS on March 27, 2025, the MCWD Board of Managers directed the Administrator to issue a notice of termination for the 325 Blake Road Real Estate Purchase Agreement to Alatus due to Alatus' inability to meet the terms of the agreement and MCWD's need to implement its fully designed and funded water resource project without further delay;
- WHEREAS contingency planning identified the Gateway to Greenway as a project component that can advance immediately as a standalone project, regardless of the shape future development takes, to complete Cottageville Park north/west of Lake St NE;
- WHEREAS the Phase II design contract assumed the entirety of the 325 Blake Road Restoration and Redevelopment project would be bid at the same time and tasks were scoped and budgeted accordingly;
- WHEREAS to bid and construct the Gateway to Greenway as a standalone project, construction drawings and specifications must be broken out from the existing construction document package into a separate bid package;
- WHEREAS MCWD requires bidding support and construction services from a qualified engineer and landscape architect to bid and oversee the construction of the Gateway to Greenway;

NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers authorizes the District Administrator, on advice of legal counsel, to amend the Agreement between Minnehaha Creek Watershed District and HDR Engineering, Inc. (entitled "325 Blake Road Regional Stormwater and Greenway / Cottageville Park Phase II Riparian Restoration Schematic Design – Phase II Contract Amendment for 60/ 90/ 100% Design") to produce a separate construction bid package and provide bidding support and construction services for the Gateway to Greenway, and authorizes the Administrator to execute contract amendments in his discretion up to an additional 10 percent of the amended contract amount.

Resolution Number 25-036 was moved by Manager \_\_\_\_\_, seconded by Manager \_\_\_\_\_. Motion to adopt the resolution \_\_\_ ayes, \_\_\_ nays, \_\_\_ abstentions. Date: 6/12/2025

\_\_\_\_\_  
Secretary Date: June 12, 2025

## Attachment 1: Scope of Work

### 325 Blake Road Project

Gateway To Greenway Construction Package Split

HDR/DF Design Team

May 5, 2025

## Overview

The Minnehaha Creek Watershed District and HDR/DF Design Team advanced the 325 Blake Road project to 100% design in March 2023. Since that time the original Alatus development plan has stalled and there have been a few changes to the construction site that will impact how the design is represented on the 100% drawings and specifications.

The District has requested the design team develop a scope and fee for splitting off the Gateway to Greenway (G2G) construction documents into a stand-alone construction project. This scope of work does not include the 325 Blake Road Main Site (Main Site) and Nature Play area, which will be picked up and advanced to construction at a later date.

### Scope of Work

The following presents a scope of work for the HDR/DF Design Team to modify the current combined 325 Blake Road 100% design construction documents to separate the Gateway to Greenway Site for bidding and construction. This scope of work includes tasks related to preparing construction documents for bidding, bidding services, and engineering services during construction.

The Design report, OMM manual and other project documents outside of construction documents will remain as combined documents. No changes in design are assumed under this scope of work, only repackaging and final review.

#### Task 6.1 – Project Management and Startup

- Participate in up to 8 project management meetings with the District during construction document development. Includes 2 design team staff, 1 hour meetings assumed.
- Monitor budget, invoice, and coordinate project deliverables
- 1 meeting with District Board to present and discuss the design package
- HDR and DF to provide the most recent clean set of final documents for MCWD to comment on.
- Review utility information for G2G site and identify any ongoing conflicts.
- Determine if interpretation at G2G should be bid with the project or be included in a later phase for consistency.

#### Task 6.2 – Separate Drawings

- Incorporate MCWD comments into drawing set.
- Create separate AutoCAD drawing package and filing structure that only includes Gateway to Greenway Drawings.
- Update sheet index and renumber sheets.
- Update overall note and plan view sheets that include the Main Site to instead focus on the Gateway to Greenway Site.
- Remove unapplicable details from shared detail sheets.
- Review standard notes and code references for updates.

- Perform internal review of updated set of drawing sheets.
- Provide District with PDF copy of updated drawing set for review and permitting.
- See attached drawing list for number of drawings impacted.
- One round of minor comments/edits is assumed from the District.

#### Task 6.3 – Separate Specifications

- Create separate VisiSpecs package for Gateway to Greenway Package
- Update specification table of contents to only include specification sections applicable to Gateway to Greenway.
- Revise specifications that are shared between the Main Site and Gateway to Greenway to include products and requirements applicable to Gateway to Greenway only.
- Review warranties and assemble into single table.
- Review standard code references for updates.
- Perform internal review of updated set of specifications.
- Provide District with PDF copy of updated specifications for review.
- See attached specification list for number of specifications impacted.
- One round of minor comments/edits is assumed from the District

#### Task 6.4 – Update Construction Quantities and Cost Estimate

- Remove non-Gateway to Greenway items from Cost Estimate
- Revise shared quantity construction items to only reflect Gateway to Greenway Site
- Pull updated cost reference data using MnDOT, RSMeans, vendor, and prior construction project sources for pricing.
  - Note - the opinion of probable cost is an estimate based on historical pricing. This project includes non-standard design items under a construction marketplace experiencing significant fluctuation in pricing – the HDR project team does not have control over contractor bids which may vary from the opinion of probable cost.
- Provide District with updated cost estimate for review.

#### Task 6.5 – Review and Finalize Construction Package

- Discuss package with District and review any final District comments
- Address District comments
- Prepare signed and sealed bid-ready package

#### Schedule

This project is anticipated to advance from June to October with the following milestones

- 6/15/25 Notice to Proceed
- 7/14/25 Updated Construction Package for Review
- 9/25/25 Authorization to Bid
- 10/9/25 Bid-Ready Package

#### Budget

The budget for this task is summarized in the attached budget table.

## Task 5 Bidding Support

Upon approval of the 100% construction documents, the HDR team will assist the District in soliciting bids for construction. The following services are anticipated:

- 5.1 Issue/publish bidding documents: Format and post construction documents for bidding using Quest CDN for contractor solicitation.
- 5.2 Pre-Bid Meeting: Attend a pre-bid meeting with the District (one meeting with 3 HDR team members)
- 5.3 RFI/Addenda: Respond to requests for information from prospective contractors and issue addenda. Three (3) addenda assumed
- 5.4 Bid Opening/Review: Attend bid opening, review received bids, and provide letter of recommendation for bid award (one meeting with 3 HDR team members).

## Task 7 Construction Services

Construction is anticipated to include six (6) working months . The pricing for these tasks have been developed assuming a six (6) month total duration with 4 months of onsite field services and assumed number of reviews, RFI's, and ITC's – which allow the HDR and the District to track progress and make adjustments based on how construction progresses.

### *TASK 7.1 ENGINEERING DURING CONSTRUCTION*

The HDR design team will provide engineering during construction services. This will include the following tasks:

- Reviews – technical review of Contractor submittals and shop drawings required by the specifications. 50 submittals are assumed including shop drawing review of pergola structure, sandblast or stone engraving pattern mock up review, and wall mock ups.
- Request for Information (RFI) – coordinate and respond to contractor RFI's (in writing – electronic response assumed). 10 RFI responses are assumed.
- Instructions to Contractor (ITC) – provide more detailed response to the contractor that includes specific instructions to further detail design or include minor modifications to design. 5 ITC's are assumed.
- Change Order Reviews – Review and coordinate change orders submitted by the contractor. 2 change orders are assumed.
- Pay Application Reviews – Review contractor pay applications relative to project completion and advise the District on payment. 8 pay applications are assumed.
- Prepare final punchlist for project completion.
- Contractor meetings. Participate in the following meetings.
  - Pre-Construction Meeting – 1 meeting, 3 HDR team members
  - Construction Kickoff – 1 meeting onsite, 2 HDR team members
  - Weekly construction progress meetings, 1 HDR team member for six (6) months
  - 1 meeting per month attended onsite
  - 3 meetings per month attended remotely
  - Final Walkthrough – 2 meetings onsite, 2 HDR team members
- District Meetings



- District Project Management: Biweekly meeting with 2 HDR team members to review construction progress and coordinate any issues
- District Board/Design Liaisons: 2 meetings during construction with 2 HDR team members to update the Board/Design Liaisons on progress and any developing issues related to construction

#### *TASK 7.2 CONSTRUCTION OBSERVATION*

The HDR team will provide construction observation services. Onsite construction visits and reviews of specific construction features and milestones will be provided by 1 HDR Team member during the construction period (four (4) months of active construction assumed). 12 hours per week is assumed and includes the following tasks:

- Review of contractor progress, layout, and requested staking relative to drawings.
- Discussions with the contractor on upcoming tasks and interpretation of construction documents.
- Review of soil testing, concrete testing, and other onsite testing results.
- Review condition and status of construction material and site furnishing ordering, delivery, and placement.
- Develop observation reports to document construction progress and developing issues (includes photographs).

This task includes periodic construction observation only. The HDR team will not control or be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work and shall not manage, supervise, control or have charge of construction. It is assumed that the District will also provide routine on site observation and will have ultimate approval authority on the construction contract.

#### *TASK 7.3 RECORD DRAWINGS AND OMM MANUAL*

The HDR team will provide as-constructed drawings for the site. The HDR team will prepare as-built drawings for the site including documenting modifications made during construction, including modifying up to 12 drawings. As-constructed drawings will be based on information provided by the construction contractor. Submittal will occur following completion of construction and will include PDF and CAD files.

The HDR team will also update the OMM to reflect any modifications of the design during construction that will impact OMM tasks, effort, or cost. Submittal will occur following completion of construction and will include a PDF and .DOC version of the OMM manual.

325 BLAKE ROAD - PHASE II - AMENDMENT 5										
		HOURS			COSTS					
TASK NO.	DESCRIPTION	HDR	Damon Farber	TOTAL	HDR	Damon Farber	Expenses	SUBTOTAL	TOTAL	Notes
<b>5</b>	<b>Construction Documents</b>	--	--	--	<i>\$15,900</i>	<i>\$13,400</i>			<b>\$29,300</b>	
5.1	Project Management and Startup	14	26	40	\$3,200	\$4,400		<b>\$7,600</b>		
5.2	Separate Drawings	30	32	62	\$5,200	\$4,800		<b>\$10,000</b>		
5.3	Separate Specifications	14	10	24	\$2,700	\$1,700		<b>\$4,400</b>		
5.4	Construction Quantities and Cost Estimate	12	6	18	\$2,200	\$1,000		<b>\$3,200</b>		
5.5	Review and Finalize Construction Package	12	8	20	\$2,600	\$1,500		<b>\$4,100</b>		
<b>6</b>	<b>Bidding Services</b>	--	--	--	<i>\$4,560</i>	<i>\$4,060</i>			<b>\$8,620</b>	
6.1	Issue/Publish Bid Docs	8	2	10	\$1,200	\$340		<b>\$1,540</b>		
6.2	Attend Pre-Bid Mtg	2	4	6	\$580	\$760		<b>\$1,340</b>		
6.3	Respond to RFI's and Issue Addenda	12	12	24	\$2,200	\$2,200		<b>\$4,400</b>		
6.0	Attend Bid Opening/Review Bids	2	4	6	\$580	\$760		<b>\$1,340</b>		
<b>7</b>	<b>Construction Services</b>	--	--	--	<i>\$31,500</i>	<i>\$36,890</i>			<b>\$70,190</b>	
7.1	Engineering During Construction	64	74	138	\$13,400	\$12,600		<b>\$26,000</b>		
7.2	Construction Observation	70	120	190	\$11,500	\$20,090	1800	<b>\$33,390</b>		
7.3	Record Drawings and OMM Manual	38	27	65	\$6,600	\$4,200		<b>\$10,800</b>		
TOTALS		278	325	603	\$51,960	\$54,350	\$1,800	<b>\$108,110</b>	<b>\$108,110</b>	