Minneapolis
Park & Recreation Board

Resolution 2020-126

Resolution Authorizing a Professional Services Agreement with Stonebrooke Engineering, Inc. to Provide Topographic and ALTA Land Surveying Services at Cedar Lake/Lake of the Isles, Part of the Chain of Lakes Regional Park, for a Fee Not to Exceed $126,092, 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 December 2019, MPRB solicited proposals from qualified consulting firms to provide topographic and ALTA land surveying services related to the upcoming Cedar Lake-Lake of the Isles Master Plan process, part of the Minneapolis Chain of Lakes Regional Park, beginning Spring 2020, and received eight 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 Small and Underutilized Business Program (SUBP) forms indicating the consultant's efforts;

Whereas, MPRB Planning staff reviewed each of the proposals and found Stonebrooke Engineering, Inc., 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 Stonebrooke'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 Stonebrooke Engineering, Inc. to provide topographic and ALTA land surveying services at Cedar Lake-Lake of the Isles for a fee not to exceed $126,092, contingent on the approval by the City of Minneapolis Civil Rights Department; 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.

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TO: Minneapolis Park and Recreation Board

FROM: Michael Schroeder,

DATE: February 5, 2020

SUBJECT: Resolution Authorizing a Professional Services Agreement with Stonebrooke Engineering, Inc. to Provide Topographic and ALTA Land Surveying Services at Cedar Lake/Lake of the Isles, Part of the Chain of Lakes Regional Park, for a Fee Not to Exceed $126,092, and Contingent on City of Minneapolis Civil Rights Approval

BACKGROUND

This resolution considers a Professional Services Agreement for an amount not to exceed $126,092 with Stonebrooke Engineering, Inc. to provide topographic and ALTA land surveying services within the Cedar Lake-Lake of the Isles area related to the upcoming master plan process beginning this spring.

In December 2019, Minneapolis Park and Recreation Board (MPRB) Planning staff publicly solicited a request for proposals (*Attachment A*) and received proposals from eight qualified professional surveying and engineering teams for the project. MPRB Planning Division staff reviewed the submitted proposals. Staff found that the team led by Stonebrooke Engineering, Inc. best meets 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. The firm appears to meet the project's SUBP goals set by the Civil Rights Department. Stonebrooke Engineering, Inc.'s proposed schedule meets MPRB staff expectations. (See *Attachment B*, Stonebrooke Engineering, Inc. Proposal)

Cedar Lake and Lake of the Isles are part of Minneapolis Chain of Lakes Regional Park, connecting to Bde Maka Ska on the southern border and Brownie Lake and Theodore Wirth Regional Park to the north. The entire master plan area includes Cedar Lake and the surround parkland, Lake of the Isles and the surrounding parkland, the Kenilworth Channel, and a portion of the Cedar Lake Regional Trail to the west of Cedar Lake (*Attachment C*).

Visitors enjoy a multitude of year-round activities that include walking, biking, swimming, fishing, canoe/kayaking, cross-country skiing, and ice skating. The other three lakes in the Chain have been previously master planned: Bde Maka Ska and Harriet in 2017 and Brownie in 2012. The Regional Park as a whole sees more than 7 million annual visits. It is the most visited park site in the State.

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The surveying project will result in a topographic survey and ALTA/NSPS Land Title survey completed in identified portions around both lakes.

FUNDING/COST SUMMARY

Sources		**$400,000**
2019 Parks and Trails	$400,000	
Uses		**$126,092**
Stonebrooke Engineering	$126,092	*pending board approval*
Balance (master planning and project design, community engagement)		**$273,908**

RECOMMENDATION

Staff recommends that the Board of Commissioners authorize a Professional Services Agreement with Stonebrooke Engineering, Inc. to provide topographic and ALTA land surveying services at Cedar Lake-Lake of the Isles area for a fee not to exceed $126,092, contingent on approval by the City of Minneapolis Civil Rights Department.

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 - Cedar-Isles Survey RFP (PDF)
- Attachment B - Stonebrooke Engineering, Inc. Proposal - Scope of Work (PDF)
- Attachment C - Cedar Lake-Lake of the Isles Master Plan Area Map (PDF)

Prepared By: Emma Pachuta,, Strategic Planning
Review:
Cindy Anderson Completed 01/23/2020 1:05 PM
Adam Arvidson Completed 01/23/2020 4:42 PM
Michael Schroeder Completed 01/24/2020 1:02 PM
Jennifer Ringold Completed 01/26/2020 6:16 PM
Al Bangoura Completed 01/28/2020 6:51 AM
Minneapolis Park and Recreation Board Pending 02/05/2020 5:00 PM

Attachment: Attachment A - Cedar-Isles Survey RFP (2020-126 : PSA with Stonebrooke Engineering, Inc. for Cedar-Isles Topographic and ALTA

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Request for Proposals

December 23, 2019

Topographic / Location / ALTA Survey

The Minneapolis Park and Recreation Board (MPRB) is seeking consultant survey services as described below to complete an ALTA / Topographic / Location Survey at Cedar Lake Park and Lake of the Isles Park located in Southwest Minneapolis. A visit to these sites are highly recommended prior to submitting your proposal.

Description of Site and Project

Cedar Lake Park and Lake of the Isles Park are located in the City of Minneapolis, (See attachment for Geographic Location map). This ALTA / Topographic survey will aid in Master plan improvements planned for these park locations.

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Scope of Required Services

Contractor(s) shall perform the following services and provide to the MPRB a topographic/location/ALTA survey for the park(s) site area as shown in the project survey limits map in Attachments. All surveys (Draft or Final) must be delivered in the format described in this RFP.

ALTA Survey Requirements

For the ALTA portion of the survey, the surveyor will follow the 2016 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, (see attached). Surveyor to include optional survey responsibilities and specifications as identified in table “A”

Elevation Information:

- One (1) foot contours shall be drawn. Contours shall be drawn with continuous polyline segments on the drawing elevation which corresponds to their elevation in the field.
- All other entities in the drawing file shall be created on the drawing at elevation 0.00 except contour lines.
- List and show all field benchmarks, and give their elevation to the nearest .01’ A minimum of two benchmarks are required.
- Provide finish floor elevations (FFE) at all building entrances.