



**Wayzata City Council Workshop Meeting Agenda
Wayzata City Hall Community Room, 600 Rice Street
TUESDAY, OCTOBER 25, 2022**

WORKSHOP TOPICS FOR DISCUSSION:

1. Update and Discussion of Roadmap to Implementation for Panoway on Wayzata Bay—Construction Management and Dock Design (4:30-6:30 p.m.)



City Council Workshop City Council Agenda Report

MEETING DATE: October 25, 2022	WORKSHOP AGENDA ITEM: 1
TITLE: Update and Discussion of Roadmap to Implementation for Panoway on Wayzata Bay—Construction Management and Dock Design (4:30-6:30 p.m.)	
PREPARED BY: Emily Goellner, Community Development Director	
REVIEWED BY: Jeffrey Dahl, City Manager	

DISCUSSION OBJECTIVE:

To receive a general update on the roadmap to implementation of Panoway on Wayzata Bay and more detailed update on boardwalk construction manager selection process, and dock design.

BACKGROUND:

Staff will summarize updates to the attached Roadmap to Implementation, which outlines the major milestones of engagement, design, and funding for Panoway on Wayzata Bay. There will be several key milestones associated with design, construction management, and funding between now and the end of the year.

In addition, Jessie Houlihan and Kyle Manske of Onyx Strategic Partners will provide an update on the Boardwalk Construction Manager Selection Process. A Request for Proposals (RFP) was released on October 11 (see attached) and interviews of candidates will take place in early November. Staff anticipates that a contract with the selected candidate will be ready for Council review at the November 15 City Council meeting.

Lastly, Scott Jordan of Civitas, lead design consultant for Phase 2A (boardwalk and docks), will be present to review results from recent meetings with the Dock Design Working Group. This work was completed as a part of the construction document phase of the design process. A summary of the feedback from the major discussion areas (see below) is attached:

- Preferred dock layouts
- Considerations for permanent floating or fixed dock systems
- Materiality of docks (wood or steel pilings)

Jake Youngren and Ben Bjorklund of Tonka Built (full-service dock company on Lake Minnetonka), who serve on the design team, will be present for questions and discussion.

Staff is looking for feedback and consensus from the Council on these discussion areas. Ultimately, the design team will present preferred recommendations in the final construction documents at the December 20 City Council meeting.

ATTACHMENTS:

1. Panoway Roadmap to Implementation - October 25 2022
2. RFP for CM Panoway Boardwalk Project City of Wayzata
3. Panoway Dock Design Update - Civitas - Wayzata City Council Workshop



Panoway Roadmap to Implementation Supplemental Update

City of Wayzata
October 25, 2022
Council Work Session

Prepared by:
Jeffrey Dahl, City Manager
Emily Goellner, Community Development Director
Kyle Manske, Project Manager, Onyx Strategic Partners

INTRODUCTION

The following information is intended to supplement and update the October 2021 “Roadmap to Implementation” for Panoway on Wayzata Bay. That report was intended as a tool to create alignment on major steps and milestones surrounding the implementation of the two next priority projects for Panoway:

- 1) Boardwalk & Community Docks—Phase 2A
- 2) Section Foreman House—Phase 2B

This included recommendations and actions steps to complete those projects and included a proposed timeline that highlighted milestone activities from 2021 through a proposed September 2022 Boardwalk completion date.

As noted in the original report, both the roadmap and the timeline were contemplated to evolve over time as additional milestones were met and additional project information confirmed. In the nine months since that report was delivered many goals have been met and additional information has been gathered that informs the updated Action Steps and Timeline presented below.

ACTION STEPS - UPDATED

Milestones

A number of significant milestones have been completed since the June 2022 publication of the Panoway Roadmap. This includes:

1. The City approved the completion of the design development phase for Phase 2A and 2B in August 2022 and began the construction document phase.
2. Civitas hosted two Panoway community events on behalf of the City with over 430 attendees.
3. City Staff, in coordination with Civitas, Tonka Built, and The Conservancy, assembled the Dock Design Working Group, and held two meetings.
4. In coordination with Onyx Strategic Partners, the City released a Request for Proposals for a Construction Manager (CM) for the Boardwalk portion of Phase 2A.
5. In coordination with Civitas, the City is nearing its submission date for environmental permitting and entitlements.
6. The Conservancy hosted a successful fundraising event at 6Smith in October 2022.
7. Staff continues to use a Memorandum of Understanding (MOU) with The Conservancy to ensure streamlined payments for Section Foreman House expenses. A second MOU was created to streamline payments for the operations and maintenance of the Boardwalk and Docks.
8. The City is nearing completion of the bonding reimbursement process with the State of Minnesota for work funded on Phase 2A.
9. Panoway was selected for a State of Minnesota LCCMR grant for \$200,000 for ecological restoration at the Eco Park.
10. In coordination with BNSF, staff has completed a draft Construction Agreement for railroad crossing improvements (Phase 1B).
11. Initial work has started on a Naming and Dedication Plan and Design Standards for Phase 2A & 2B. Enhancements to the Plan and Standards for Phase 1 are underway.

Timeline

The initial roadmap and timeline was published in February 2021, and was updated in October 2021 and June 2022. It has served as a framework with the intention that it would evolve over time based on available resources, timing, funding, and the direction of Wayzata City Council. The timeline attached (Exhibit A) is that next evolution based on the progress to date of the project. Action steps throughout 2022 and 2023 continue to be geared toward planning for construction of Phase 2A and 2B in the 2023, contingent upon 100% funding of construction and 10-years of maintenance and operations (See Exhibit B: Sources & Uses - All Future Projects). This will occur while continuing to pursue additional funding and resources for the future implementation of the Depot Park and Eco Park (Phase 3).

NEXT STEPS

Implementation of the priority projects is dependent on completing the design, entitlements, and funding necessary to complete the projects in their entirety. This includes receiving adequate funding from public and private sources, completion of construction documents, and completion of permitting and entitlements from Dept of Natural Resources, BNSF, US Army Corp of Engineers, Lake Minnetonka Conservation District, Minnehaha Creek Watershed District, and

the MN Pollution Control Agency. The timeline, budget, and roadmap report, will be updated periodically to show progress and present updated information to the City Council for direction.

APPENDIX

EXHIBIT A: Recommended Timeline for Priority Projects

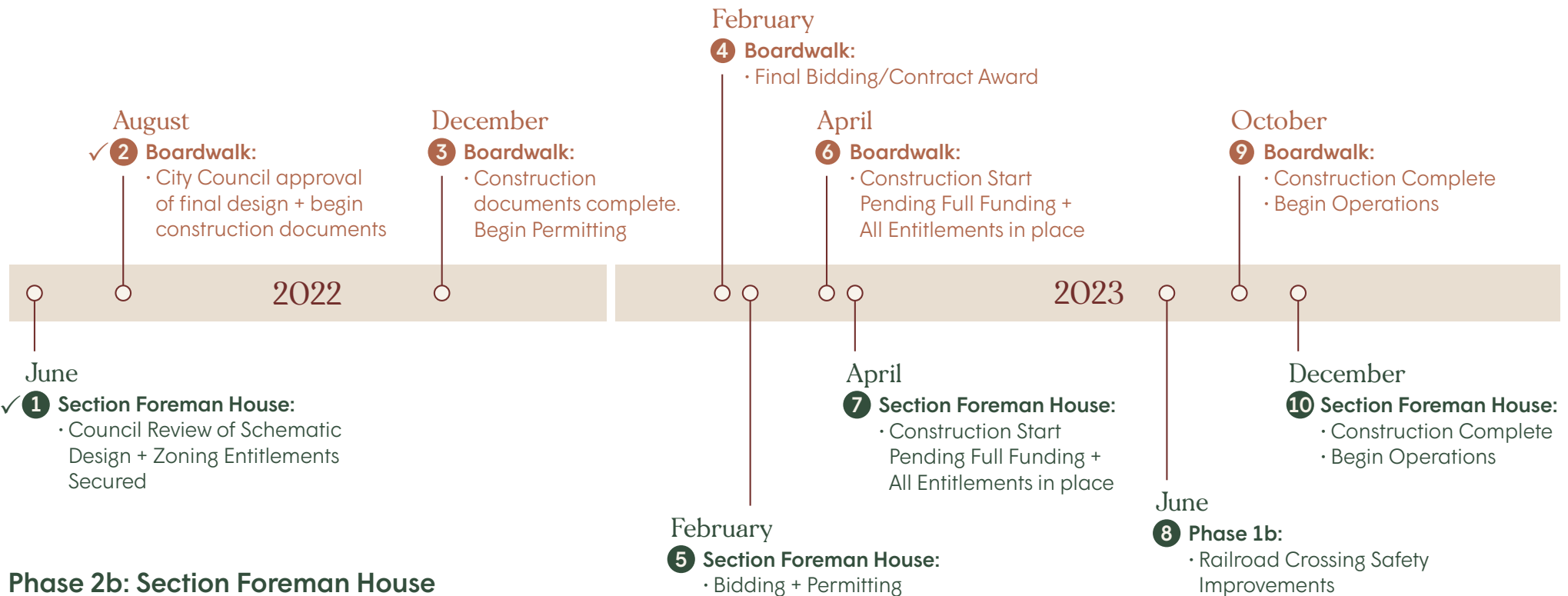
EXHIBIT B: Sources & Uses – All Future Projects



PANOWAY

ON WAYZATA BAY

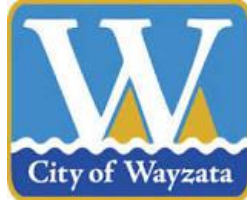
Phase 2a: Boardwalk, Docks, and Shoreline Restoration



Phase 2b: Section Foreman House

ALL FUTURE PROJECTS SOURCES & USES

	Phase 2a		Phase 2b	Phase 3		TOTAL Assuming Separated
	Boardwalk & Shoreline	Docks	Section Foreman House	Depot Park	Eco Park & Boardwalk Loop*	
HARD COSTS						
Construction	\$ 4,470,000	\$ 480,000	\$ 616,000	\$ 1,870,000	\$ 1,680,000	\$ 9,116,000
Additional Amenities not in current plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CM Fee	\$ 600,000	\$ 160,000	\$ -	\$ 370,000	\$ 300,000	\$ 1,430,000
General Conditions	\$ 120,000	\$ 50,000	\$ 90,000	\$ 160,000	\$ 110,000	\$ 530,000
Escalation to Fall 2023	\$ 450,000	\$ 40,000	\$ -	\$ 120,000	\$ 110,000	\$ 720,000
Contingency	\$ 450,000	\$ 40,000	\$ -	\$ 120,000	\$ 110,000	\$ 720,000
FFE			\$ 100,000			\$ 100,000
Subtotal Hard Costs	\$ 6,090,000	\$ 770,000	\$ 806,000	\$ 2,640,000	\$ 2,310,000	\$ 12,616,000
SOFT COSTS						
Design	\$ 530,000	\$ -	\$ 110,000	\$ 180,000	\$ 140,000	\$ 960,000
Design Add-Ons			\$ 16,000			
Historic Consultant			\$ 78,000			
Community Engagement						\$ 30,000
Subtotal Soft Costs	\$ 530,000	\$ -	\$ 204,000	\$ 180,000	\$ 140,000	\$ 990,000
TOTAL PROJECT COST	\$ 6,620,000	\$ 770,000	\$ 1,010,000	\$ 2,820,000	\$ 2,450,000	\$ 13,606,000
10 YR M&O RESERVE	\$ 160,000	\$ -	\$ 260,000	\$ 610,000	\$ 260,000	\$ 1,290,000
CONSERVANCY ADMIN	\$ 450,000	\$ -	\$ 55,000	\$ 150,000	\$ 150,000	\$ 805,000
TOTAL W/ADMIN & OPERATIONS	\$ 7,230,000	\$ 770,000	\$ 1,325,000	\$ 3,580,000	\$ 2,860,000	\$ 15,701,000
SOURCES OF FUNDS						
2020 State Bond Allocation	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000
Future State Bond Allocation (2022)		\$ -	\$ -	\$ 3,000,000	\$ 2,000,000	\$ 5,000,000
TIF	\$ 2,620,000					\$ 2,620,000
City Lakefront Fund (From CIP)	\$ -	\$ 770,000				\$ 770,000
Other Public Funds (Grants)						\$ -
Private Grants			\$ -			\$ -
Private or Other	\$ 610,000	\$ -	\$ 1,325,000	\$ 580,000	\$ 860,000	\$ 3,375,000
TOTAL SOURCES OF FUNDS	\$ 7,230,000	\$ 770,000	\$ 1,325,000	\$ 3,580,000	\$ 2,860,000	\$ 15,765,000
*Portion that is Boardwalk Loop					1,250,000	
*Portion that is Eco Park					\$ 430,000	



REQUEST FOR PROPOSALS FOR CONSTRUCTION MANAGER FOR THE PANOWAY
BOARDWALK PROJECT IN THE CITY OF WAYZATA.



Rendering by Civitas Landscape Architecture

OCTOBER 11, 2022

PROPOSALS DUE WEDNESDAY, OCTOBER 26, 2022 AT 4:30 PM.

SUBMIT TO CITY'S OWNER'S REPRESENTATIVE DIGITALLY.

ATTN: Jessica Houlihan, CEO, Onyx Strategic Partners, Jessie@onyxsp.com.

Physical copies can also be delivered, in addition to digital submissions, at 330 2nd Avenue South, #370, Minneapolis, MN 55401.

PART ONE: PROJECT INFORMATION



Rendering by Civitas Landscape Architecture

1.1. Project Overview. The City of Wayzata (the “City”) is seeking a Construction Manager (“CM”) to manage the Boardwalk element of the overall Panoway project (the “Project”). We intend to hire the CM at Risk (“CMAR”), provided the public bidding process complies with all necessary state laws.

The planning for this project has been in development for over a decade via the Lake Effect Initiative, with the first phases being constructed in 2020. The initial goals were to:

- **Improve the lakeside ecosystem** by reintroducing native plant life, restoring habitats and converting nearly one acre of concrete along Lake Street to park land.
- **Provide greater public access to Lake Minnetonka** and create living classrooms by adding a lakeside boardwalk, making downtown Wayzata more pedestrian and bike friendly, and renovating the Section Foreman house and park area to provide hands-on learning opportunities on the lakefront around the environment and history.
- **Preserve Wayzata’s history** by making the Wayzata Depot more accessible and inviting by adding a restroom, an expanded garden and green space leading to the water, including ADA access to the lake.
- **Promote art and urban greenspace** by inviting artists to design creative green spaces where residents can gather, reflect and recharge.

- **Keep downtown commerce vibrant** by attracting residents and guests to visit Wayzata's premier shops, restaurants, cafes and gathering spots.

Phase one construction began in March 2020 and concluded in fall of that year. Scope focused on reconstructing Lake Street from Barry Avenue to Broadway Avenue to be more pedestrian and bicycle friendly; creating a beautiful, multi-use Plaza Park near the lakefront, replacing the existing surface parking lot at Lake Street and Broadway Avenue; and extending the Dakota Rail Regional Trail safely across Ferndale Road to Broadway Avenue. More information on the project can be found at: <https://www.wayzata.org/392/Panoway>.



Rendering by Civitas Landscape Architecture

This RFP is an invitation to propose to be the CM for Phase 2A, which includes an iconic boardwalk that will connect from the Depot Docks to the Broadway community docks. As part of the larger Panoway project, the boardwalk is a signature feature that will provide users with an opportunity to explore the north edge of Lake Minnetonka, an experience that has not been possible for over 80 years.

The boardwalk will be approximately 1,500-ft-long along the shoreline of Lake Minnetonka by the City of Wayzata. There will be several lakeside overlook terraces or “step downs” and the replacement of the community docks (which will be handled through a separate contractual approach). The boardwalk will sit above high water-level and will rest on piers that are

supported on battered piles driven into the lakebed. The piles will be 16" diameter steel piles that are concrete filled. Each pier will have at least 2 piles, with the potential for an additional pile if needed to resist riprap sliding. There are expected to be approximately 31 pier locations, resulting in a total of about 62 piles. Sitting on top of the piles will be pre-cast concrete structural double tees, that span 30'-45' between piers, and will provide the structural support for wood decking and a custom handrail. The design and details of the boardwalk have been developed through an extensive community process with many Wayzata residents excited about the possibility of exploring the north edge of Lake Minnetonka on a new iconic feature.

The construction of this system will be completed using barges and will create a temporary disturbance of the lakebed. Many of the pile locations are expected to have riprap on the lakebed, as the riprap has been placed along the shoreline, and has been found to be sliding further into the lake over time. Therefore, the riprap will need to be moved from the pile locations with the use of an excavator or similar equipment. An area larger than the pile itself will need to be cleared, with a conservative assumption of an 8ft square area being cleared at each pile, and the cleared material being placed adjacent to where it was. Additionally, some of the riprap on the shore side and within a zone of influence of each pile may need to be relocated so that it does not slide into the pile, putting lateral force onto it. The piles can then be driven and filled with concrete. The concrete can be placed with a tremie system so that no dewatering is required. Construction can then be completed above water level, with no further structural impact to the lake or lakebed.

Lakeshore ecological restoration is also included in this scope of work. The Boardwalk component of the overall project was estimated at the Design Development milestone level at the end of 2020 and was valued at \$6.1M at that time.

The design work is funded by the State of Minnesota Bond Funds and construction will be funded through bond funds and Tax Increment Financing. Phase 2B includes the restoration of the Section Foreman's House into a lakefront learning center. The design and construction work is being fully funded by the Wayzata Conservancy. The construction procurement for that phase is being addressed separately, as well.

Civitas, a landscape architecture firm based in Denver, Colorado, has been the lead design firm supporting the City and leading planning of the project. They have been instructed by Council to complete Construction Documents for the approved scope of work. Onyx Strategic Partners is engaged on the City's behalf as their Owner's Representative supporting with project management, community engagement and the oversight of design and construction. We are seeking a CM, at this time, to work alongside the City and its consultants to actively cost estimate, create work scopes, develop a comprehensive schedule and risk management plan, further engage market subcontractors and material suppliers and take this project to market successfully with a goal of constructing the project, upon receipt of appropriate permits, starting in Spring 2023 and concluding late Summer or early Fall of 2023.

1.2. RFP Schedule. The City and its consultants will make every effort to adhere to the following schedule:

Milestone	Date
RFP Issued	Tuesday, October 11, 2022
Pre Proposal Meeting	Friday, October 14, 2022
Questions Due	Monday, October 17, 2022
Answers Issued by Addendum	Wednesday, October 19, 2022
Proposals Due	4:30 PM, Wednesday, October 26, 2022
City and Consultant Review	October 26-28, 2022
Firms Selected for Interviews	Friday, October 28, 2022
Interviews with Selected Firms	November 2, 2022, 12:00 - 4:00 PM
CM Selected	Friday, November 4, 2022
Contract Finalization	November 4-November 10, 2022
Selected CM and Contract Presented to City Council for Approval	Monday, November 15, 2022

1.3. Rejection of Proposals. The City reserves the right, in its sole and complete discretion, to reject any and all proposals ("Proposal or Proposals") or cancel this RFP, at any time prior to the time a contract is fully executed, for any reason. The City is not liable for any costs the proposer ("Proposer") incurs in preparation and submission of its Proposal, in participating in the RFP process or in anticipation of award of the contract.

1.4. Pre-proposal Meeting. The City will hold a Pre-Proposal meeting virtually as specified in the RFP Schedule. Interested proposers are encouraged to attend. The design and owner's representative teams will be present to talk through the project

1.5. Questions & Answers. Any questions regarding this RFP must be submitted by e-mail to Kyle Manske, Project Manager at Onyx Strategic Partners, at kmanske@onyxsp.com no later than the date indicated on the RFP Schedule. Answers to the questions will be posted as an Addendum to the RFP.

1.6. Addenda to the RFP. If the City deems it necessary to revise any part of this RFP before the Proposal response date or respond to questions, the City's representatives will issue an addendum to invited proposing parties for their consideration in preparing their proposals.

1.7. Proposals. To be considered, a digital version of the Proposals must be delivered to the City's consultants by 4:30 PM on Wednesday, October 26, 2022. If you'd like to also submit a paper copy of the proposal, they will be received at the Onyx Strategic Partners office, Attn: Jessica Houlihan, 330 South 2nd Ave, Unit 370, Minneapolis, MN 55401. Late Proposals will not be accepted or considered. Proposals must be signed by an authorized official of the proposing Company. All materials submitted in response to this RFP will become property of the City and will become public record.

The selected CM shall not start the performance of any work nor shall the City be liable to pay the selected Proposer for any service or work performed or expenses incurred before the contract is executed and approved by the City council.

1.9. Mandatory Disclosures. By submitting a Proposal, each Proposer understands, represents, and acknowledges that:

1.9.1. The Proposal has been developed by the Proposer independently and has been submitted without collusion with and without agreement, understanding, or planned common course of action with any other vendor or suppliers of materials, supplies, equipment, or services described in the RFP, designed to limit independent bidding or competition, and that the contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or agent of the Proposer.

1.9.2. The Proposer has no conflict of interest with the City or in any matter related to the Proposal. A conflict of interest exists if a Proposer has any interest that would actually conflict, or has the appearance of conflicting, in any manner or degree with the performance of work on the Project. If there are potential conflicts, identify the municipalities, developers, and other public or private entities with whom Proposer is currently, or have been, employed and which may be affected.

1.9.3. Proposer is not currently under suspension or debarment by the State of Minnesota, any other state or the federal government.

1.9.4. Proposer is either organized under Minnesota law or has a Certificate of City from the Minnesota Secretary of State to do business in Minnesota, in accordance with the requirements in M.S. 303.03.

1.10. Notification of Selection. Proposers who are chosen for an interview or ultimately selected will be notified by phone and email. Proposers whose Proposals are not selected will be notified in writing via email.

PART TWO: PROPOSAL REQUIREMENTS

The proposal should include the following:

1. Cover letter.
2. Company history, including core values, if established.
3. Resumes for all individuals working on the Project during pre-construction and construction.
4. Relevant corporate and individual experience.
5. Proposed milestone-level schedule - starting with pre-construction leading into bidding, mobilization and construction execution based on what your team believes is the best approach.
6. Risk assessment - Please note the key risks you see present in the execution of this work successfully and what your mitigation strategy would be.
7. Your project approach - Please pay special attention to areas we call out in further detail below.
8. Company data - Respond to specific questions noted below.
9. References - Three references from similar projects.
10. Fee and cost proposal.
11. Sample contract, for consideration.

1. Cover letter
 - a. Please state the reasons for your interest in pursuing this project and the three unique attributes of your organization that you believe drive the reason your firm is the right fit.
 - b. Please address if your firm is comfortable entering into a CMAR agreement for the project. If not, address why we should consider a CMa approach.
2. Company history
 - a. When was the Company founded?
 - b. When did it start doing work that is similar to this project?
 - c. Core values, mission and vision, if established.
3. Resumes for all individuals working on the Project during pre-construction and construction.
 - a. At a minimum, please note:
 - i. Pre-construction lead.
 - ii. Estimator, if different.
 - iii. Project manager, if different.
 - iv. Assistant project manager.
 - v. Lead superintendent.
 - b. For all listed team members, please note length of tenure at the Company, and similar relevant experience.
 - c. For all listed team members, please note the percentage of their time that would be committed to the project, at various stages. All employees that will be charged to the job should be noted or specifically called out in the cost proposal so the total cost for hiring the Company is calculable.
4. Relevant corporate and individual experience.

- a. Please submit at least three (3) and no more than ten (10) similar relevant projects the Company and its proposing team has completed. Please note whether the experience is at the Company or team level.
 - b. For each project, please note the starting hard cost budget and the final contract amount. Feel free to share reasons why cost migrated, if you desire, noting, for example, where risks played out in project cost.
 - c. For each project, please share the starting point schedule target - time of year and duration in months - and the final execution schedule - time of year and duration in months. Feel free to share reasons why the schedule evolved, if you desire, noting, for example, where risks played out in schedule evolution.
5. Proposed milestone-level schedule.
- a. Please create a milestone-level schedule noting the execution strategy your team believes is best, noting, at least, the following points:
 - i. Pre-construction.
 - ii. Work Scopes completed.
 - iii. Subcontractor / market engagement.
 - iv. Bidding.
 - v. Subcontract award.
 - vi. Steel and precast lead times secured.
 - 1. Please note, we believe it may be necessary to take the steel and precast to market sooner than the rest of the work to ensure it arrives on time. Feel free to note that, if you believe it's necessary, in your schedule.
 - vii. Mobilization.
 - viii. Construction execution, and the phases you see within that.
 - ix. Construction completion.
 - b. Please also include a narrative describing your schedule and the logic behind why you chose the approach you did.
6. Risk assessment.
- a. Please note the key risks you see present in the execution of this work successfully and what your mitigation strategy would be.
7. Project approach.
- a. Please share your Company's approach to:
 - i. Schedule and cost management.
 - ii. Subcontractor and material market engagement.
 - iii. Securing successful bid results.
 - iv. Project execution risk management.
 - v. Project communication.
 - b. In addition to those categories, we have identified the following elements that could use special attention by our Construction Manager. Please respond with your Company's approach to the following scopes of work or areas of risk:
 - i. Material management and assembly via barge.
 - ii. Work scope creation and the number of scopes / packages of work you'd typically recommend for a project like this.

- iii. Integration with the expanded project team, including Civitas, City staff, and Onyx SP and any other consultants or contractors.
 - iv. Steel and Precast procurement.
- 8. Company data - Respond to specific questions noted below.
 - a. What is your current EMR rating?
 - b. What is your current builder's risk insurance rate?
 - c. What additional insurances would you require, like subguard insurance, for the execution of this project?
 - d. For the last ten projects you delivered (regardless of contract type), what is the percentage that were delivered at or below the initial cost budget agreed upon before construction mobilization?
 - e. For the last ten projects you delivered (regardless of contract type), what is the percentage that were delivered at or before the schedule completion date agreed upon before construction mobilization?
 - f. From your HR team, what is the average tenure of employees at your Company?
 - i. Please include contact information for your HR representative for confirmation on this data.
 - g. Statement from leadership regarding the active financial standing and position of the Company.
 - h. What is your Company's current bonding eligibility?
 - i. Contact information for active bond-issuing Company.
 - ii. Letter from bonding company noting the target volume for this project and the Company's ability to bond at the proposed timeline for that amount.
- 9. References.
 - a. Please include contact information for three references from similar projects.
- 10. Fee and Cost proposal.
 - a. Preconstruction.
 - i. Please include the total cost approach you would utilize for services rendered during the pre-construction phase.
 - 1. Specifically note the cost of personnel, how much time you expect to spend, and what the projected total cost would be.
 - 2. Reimbursable expenses, please note the categories, unit cost and projected total for reimbursable expenses during this phase of work.
 - b. Construction
 - i. Please include the total cost approach you would utilize during the Construction execution phase.
 - 1. Proposed fee on construction volume.
 - 2. Personnel allocations and cost, including what the projected total cost would be.
 - 3. Reimbursable expenses, please note the categories, unit cost and projected total for reimbursable expenses during this phase of work.

- c. Only costs noted in the proposal response and clarified in the Contact document and exhibits will be eligible for payment by the City.
- 11. Sample contract, for consideration.
 - a. Please include a sample CMar contract, with any specific language or information on exhibits you would recommend.
 - b. The City's legal representation will review the contracts of all interviewing applicants to ensure we are able to complete Contract review in the timeline noted in the RFP schedule.

PART THREE: CRITERIA FOR SELECTION

The Proposals will be reviewed by City's consultants and staff. The intent of the selection process is to review Proposals and make an award based upon qualifications as described therein. A point system will be used to create the final evaluation recommendations. The factors and weighting on which Proposals will be judged are:

1. Qualifications of the Company & Personnel - 20%
2. Understanding / Approach to the Project - 20%
3. Work Plan/Schedule - 20%
4. Cost - 20%
5. Risk Management Approach - 10%
6. References - 10%

We will utilize this weighting in reviewing the proposals to select the firms for interview. We will then further analyze proposers based on their presentation, responses to questions and overall alignment with the goals of the project during the interview process.

PART FOUR: WORK STATEMENT

4.1. Objectives. At the completion of this Project, we will have installed the Boardwalk element of the Panoway project, ideally by fall of 2023, in alignment with the budget expectations of the City. Hard cost construction estimates that were completed based on the Design Development documentation at the end of 2020 estimated the project at \$6.1M. It is expected that the successful Proposer and Consultants will become an integral member of the Project Team and maintain an integrative approach throughout the Project life cycle.

4.2. Proposer's Proof of Insurance. The proposing firm shall furnish a draft contract, using the appropriate AIA form as the basis, with their proposal and will be required to provide proof of insurance before contract finalization.

4.4. Tasks. The selected firm, including its Consultants, shall be qualified to provide the following range of services including but not limited to:

4.4.1. Pre-Construction Phase

- 4.4.1.1. Assist the City and Project Team in review of design of the Project and make recommendations as necessary.
- 4.4.1.2. Work with the City, to develop and coordinate a master schedule and update as necessary.
- 4.4.1.3. Schedule and attend Project Team meetings.
- 4.4.1.4. Prepare cost estimates to confirm owner's budget.
- 4.4.1.5. Provide technical review of the design documents prior to issuance for bidding.
- 4.4.1.6. Provide for construction phasing and scheduling that will minimize interruption to City operations.
- 4.4.1.7. Advise City on ways to gain efficiencies in delivery of the Project, including material options and phased construction elements.
- 4.4.1.8. Provide long-lead procurement studies and initiate procurement of long-lead items.
- 4.4.1.9. Assist in permitting for the Project.
- 4.4.1.10. Complete bidding project, review all subcontractor and vendor bids with the City and make recommendations for award in compliance with State of Minnesota and City of Wayzata purchasing policies.

4.4.2. Construction Phase

- 4.4.2.1. Provide a full-time Project superintendent for the duration of the Project. The City requires the same Project superintendent for the duration of the Project.
- 4.4.2.2. Coordinate with the City to facilitate weekly construction meetings with the City and entire project team at the site and to furnish meeting minutes.
- 4.4.2.3. Schedule and manage site operations.
- 4.4.2.4. Provide quality controls.
- 4.4.2.5. Provide regular contract and budget updates throughout construction of the Project.
- 4.4.2.6. Coordinate, maintain and update the schedule during the Project.
- 4.4.2.7. Maintain a safe work site for all Project participants.

4.4.2.8. Assist in all aspects of construction Project management, including coordination with the Consultants and the entire Project Team.

4.4.2.9. Provide other services as proposed or required by City.

4.4.3. Contract Awarding. The construction of the Project is subject to Minnesota Statutes, § 471.345 that contracts awarded for Work for the construction of the Project will be solicited, bid and awarded as required by law and pursuant to a bidding process ("Bidding Process") developed by the City, Architect and Construction Manager ("Contract Bidding Process").

We are still determining whether we will approach this as a CMAR project, where the Contractor shall then enter into contracts ("Construction Contracts") with the successful bidders ("Construction Contractors"). Construction Manager shall have a direct contractual relationship with the Construction Contractors and the Construction Contractors shall be considered subcontractors to Construction Manager. Such designation does not, however, change the status of the Construction Manager as a Construction Manager only. Or, we may shift to utilizing a CMA approach, where after the Contractor leads the bidding process, the City holds the direct contracts with the trade contractors.

4.4.4. Purchasing. Construction Manager and City also intend to cause the purchase of certain materials to be made in a manner that allows the purchase of such materials to be exempt from the payment of sales tax ("City Purchased Materials"), as allowed. The Construction Manager will purchase tax-exempt materials as the City's Purchasing Agent in accordance with an owner-purchased materials bidding process ("Materials Bidding Process") developed by City and Construction Manager. The City Purchased Materials will be bid and awarded in accordance with the Materials Bidding Process. City will award contracts for the purchase of portions of the City Purchased Materials to vendors. After award by City, of a contract for a portion of the City Purchased Materials, City will assign its right to enter into a vendor purchasing agent agreement with the vendor of such materials to Construction Manager. The Construction Manager will then enter into a purchase agreement with the vendor. The City will be responsible for procuring the appropriate State of Minnesota certificate enabling tax exempt status.

4.4.5. Post-Construction Phase

4.4.5.1. Work with the City and the Project Team to completely close out the project.

4.4.5.2. Work with the City and the Project Team to complete building as-built drawings and compile operation and maintenance manuals and warranties and deliver to the City. Provide other services as proposed or required by the City.

PART FIVE: ADDITIONAL REQUIREMENTS

The following conditions shall be included by reference in the final terms of the contract let by the City:

5.1. All work will be performed in a safe, workmanlike manner.

5.2. No tradesmen, laborers, mechanics or apprentice trainees employed directly upon the project work site by the contractor shall be permitted or required to work at a rate of pay less than the "prevailing wage rate", as appropriate, for the area where the construction work is being done, which rate is defined as the basic hourly rate plus fringe benefits prevailing in the City of Wayzata as determined by the U.S. Secretary of Labor pursuant to the Davis-Bacon Act, as amended.

5.3. All labor and materials connected with the contract shall be obtained locally as far as possible and practicable.

5.4. Proposing contractors must disclose the elements of work they self-perform in writing in their proposal submission. Further, they will need to bid those components of work, in alignment with applicable state bidding requirements, and be the apparent, responsive, responsible contractor with appropriate competition to be awarded the contracts for those scopes of work.

Panoway Community Docks



Agenda

1. Dock Working Group - Process

2. Key Priorities

3. Dock Design Structural Considerations

- Wood vs. Steel Pilings
- Fixed vs. Floating Docks

4. Potential Dock Layout

- Diversity of Slip Sizes
- Existing Permitted Slips
- Depot Docks Alternatives
- Broadway Dock Alternatives

5. Next Steps

- Dock Aesthetics
- Dock Management and Operations

Kick-off Meeting - October 6th Completed

- Establish the design and aesthetic parameters of the future docks
- Preliminary brainstorming about policy considerations

October 17th Working Session Completed

Focus on project components that must be determined to enable permitting to proceed (aesthetic considerations can be evolved throughout Construction Documentation)

- Consider proposed dock layout and designs
- Build Consensus of Dock Structural Considerations (Wood vs. Steel Pile, Floating vs. Fixed Docks)

October 25th Council Workshop

- Receive Direction on the Preferred Dock Layout and Structural Considerations

Future Working Group Session - Early December

- Dock Aesthetic Considerations (deck and fascia materiality)
- Dock Operations and Management Policies

1 ■ Dock Working Group Process

1. Community Significance

- Dock and Boardwalk represent Wayzata's opportunity to reconnect and expand the community's connection to the Lake and must be done well.
- Dock design has the potential to enhance and support local businesses

2. Dock Configuration

- Dock design should provide a diversity of slips sizes to accommodate the boat sizes that are most typical on Lake Minnetonka
- Quantity of slips should be further considered, however acknowledgement of previous council direction for minimal expansion to existing quantities.
- Dock layout should be flexible to allow for it to be managed in a variety of ways
- Dock design should continue to accommodate and promote charter operations as a critical resource for non-boat owners to enjoy the lake.

3. Dock Structural Considerations

- Wood pilings are a better fit for the aesthetic of Wayzata, but their limits to layout make steel piles worth considering
- Floating vs. fixed docks should be considered for what works best and provides the most future flexibility to accommodate changing conditions
- On-going maintenance (time and expense) should be considered

2 ■ Project Priorities

4. Dock Materiality

- Wood decking and quality fascia are a priority to fit the quality and expectations of the community but should continue to be discussed as the project moves further into construction documents
- On-going maintenance (time and expense) should be considered

5. Dock Management

- Policies related to the management and operations of the docks are critical for the future success of the docks. These should continue to be formalized prior to beginning operations of new facilities
- Consideration of an on-line reservation system to ensure availability was preferred
- Prioritizing availability for Wayzata residents should be considered

2 ■ Project Priorities



Fixed

Wood Piles



Steel Piles



Floating

3. Structural Considerations



Wood Pile Docks

Opportunities

1. Aesthetically fit in Wayzata
2. Can be designed as a fixed or floating system

Constraints

1. Limited to being placed in 20' water depth (can go a little deeper but piles are in limited supply)
2. Larger Piles - Increased Mitigation
3. Wood piles are more susceptible to damage
4. Increase in on-going maintenance

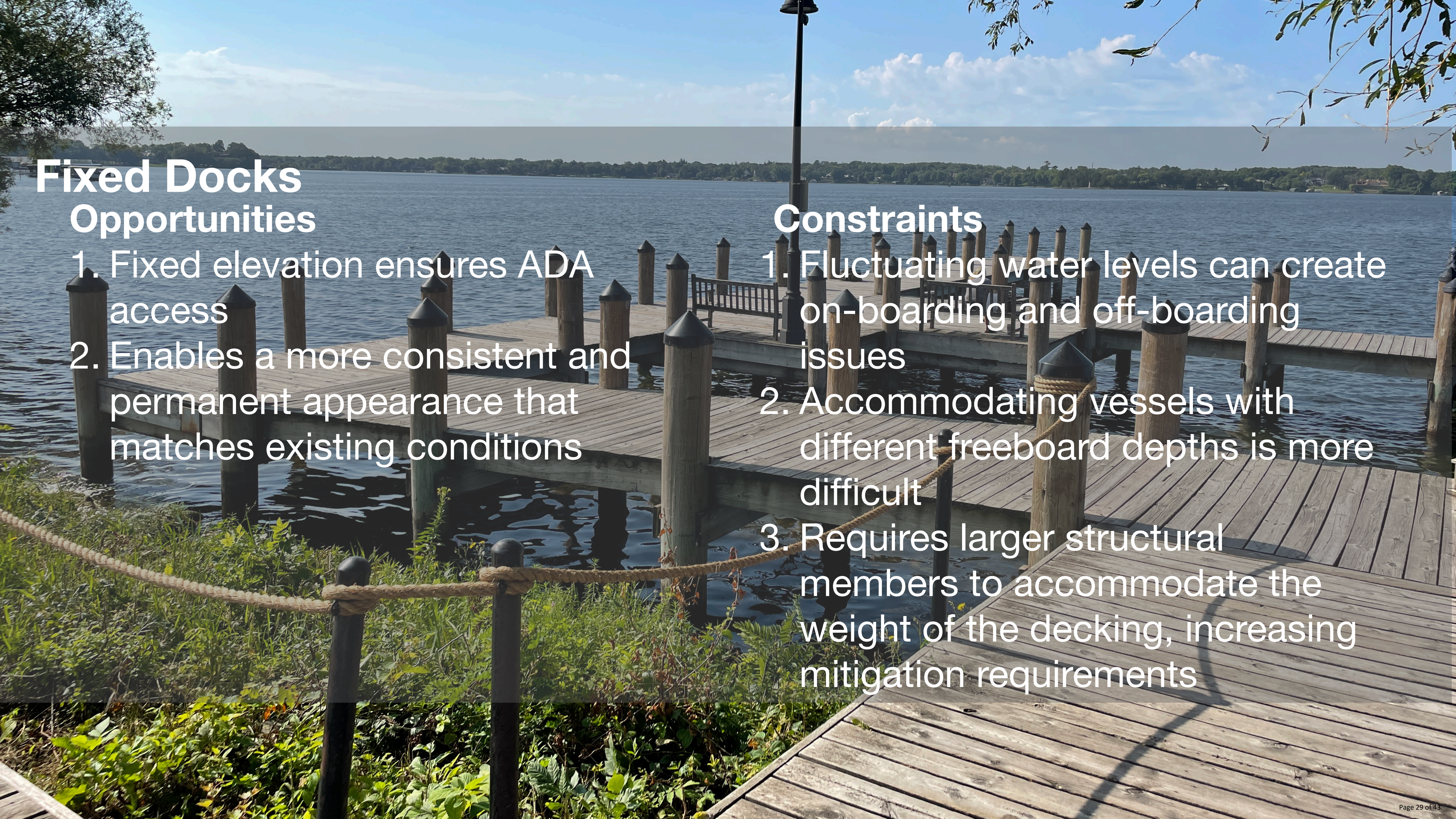
Steel Pile Docks

Opportunities

1. Can work with 30' water depths
2. Can be designed as a fixed or floating system
3. Less susceptible to damage and require minimal maintenance
4. Decking material can match proposed boardwalk decking
5. Reduced piling size = reduced mitigation

Constraints

1. Aesthetically less of a fit in Wayzata



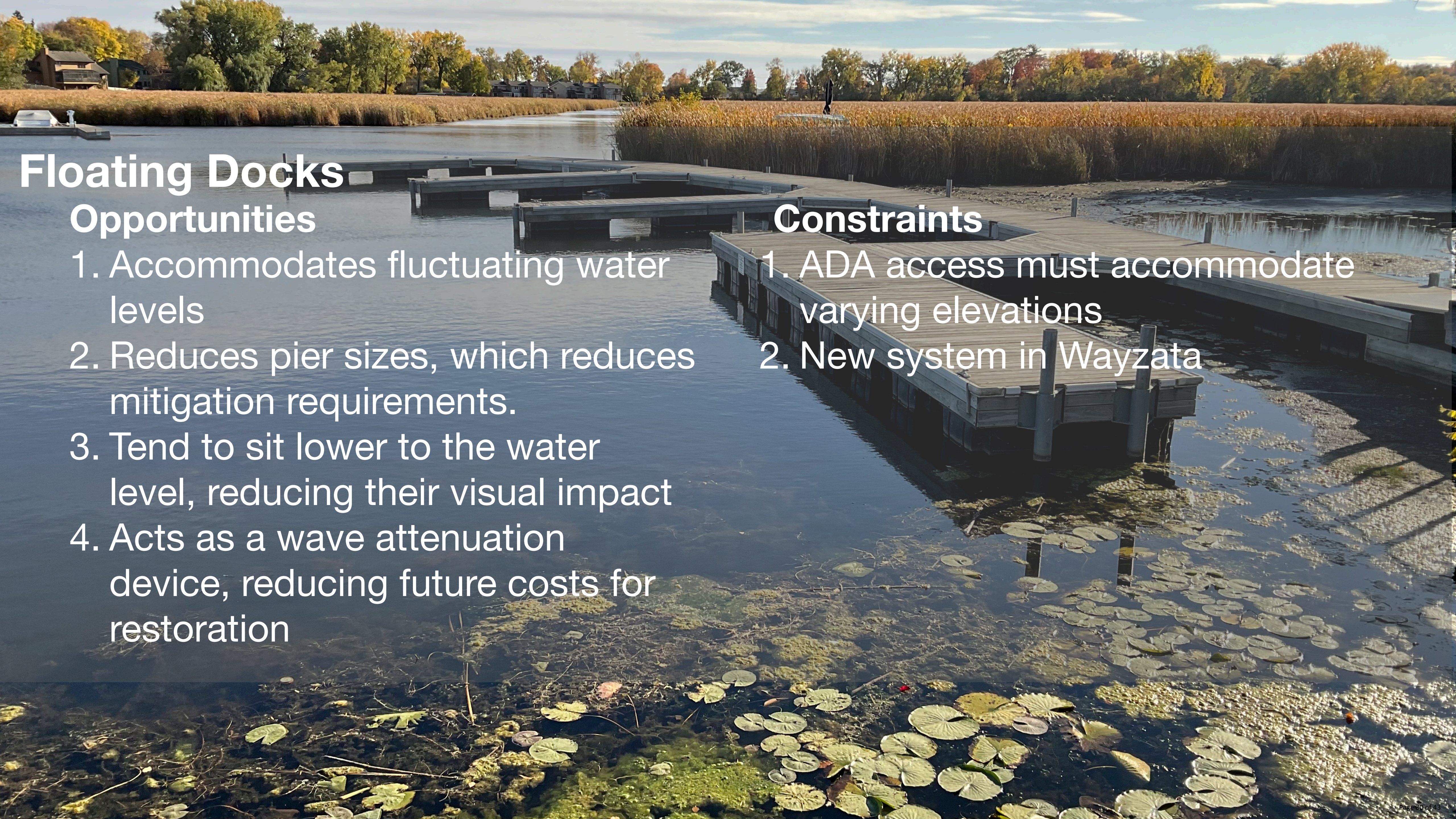
Fixed Docks

Opportunities

1. Fixed elevation ensures ADA access
2. Enables a more consistent and permanent appearance that matches existing conditions

Constraints

1. Fluctuating water levels can create on-boarding and off-boarding issues
2. Accommodating vessels with different freeboard depths is more difficult
3. Requires larger structural members to accommodate the weight of the decking, increasing mitigation requirements



Floating Docks

Opportunities

- 1. Accommodates fluctuating water levels
- 2. Reduces pier sizes, which reduces mitigation requirements.
- 3. Tend to sit lower to the water level, reducing their visual impact
- 4. Acts as a wave attenuation device, reducing future costs for restoration

Constraints

- 1. ADA access must accommodate varying elevations
- 2. New system in Wayzata

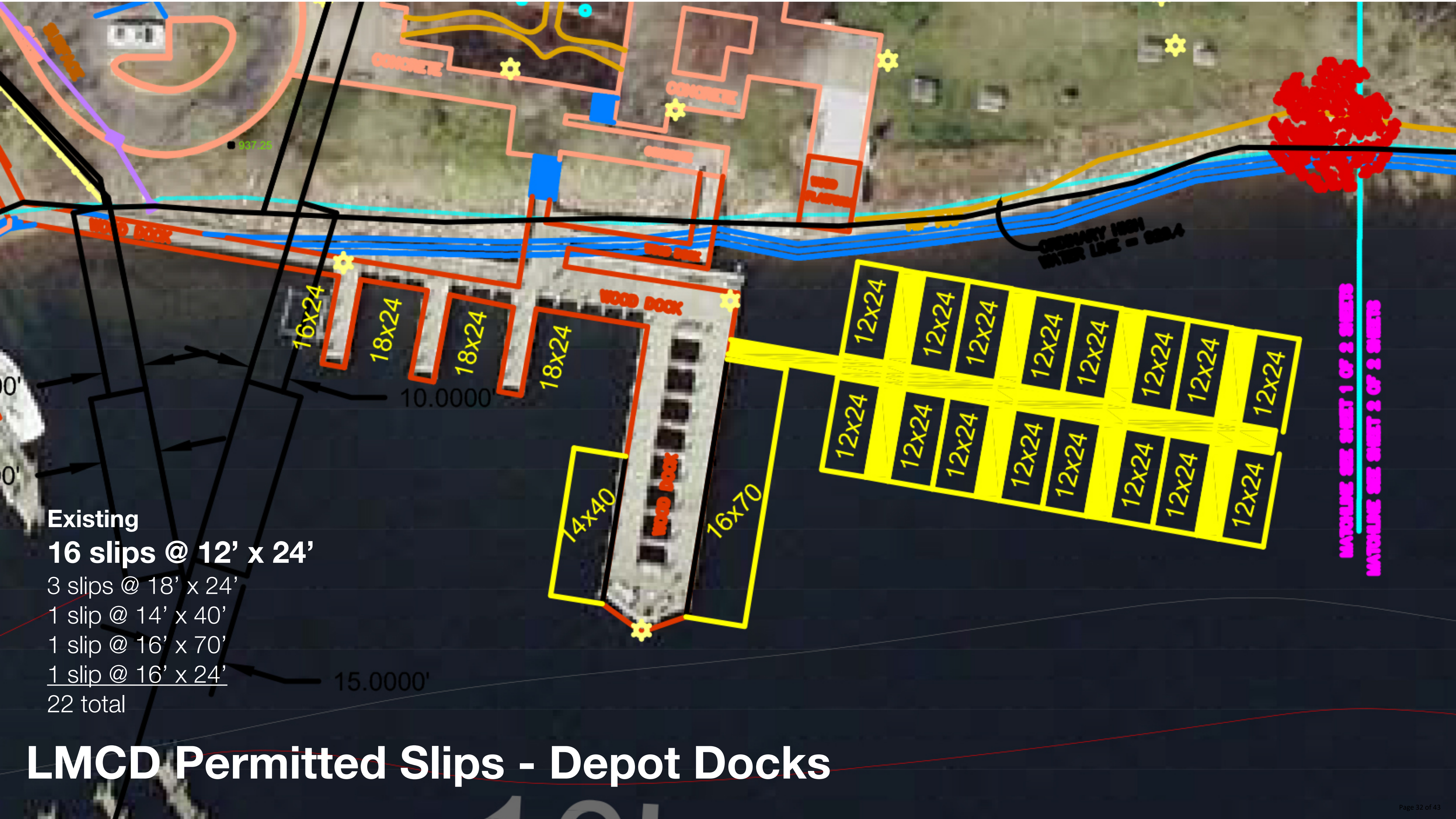
Dock Diversity

Lake Minnetonka Registered Boats (all boats >25' in length)			Recommended Diversity	
Bigger than 45'	59 boats	9%	>40'	5%
35'-45'	142 boats	20%	30'-40'	30%
25'-35'	242 boats	35%	20'-30'	50%
<25'	250 boats (estimate)	36%	<20'	15%
693 total boats				

Total does not include personal watercraft, sailboats, catamarans, or trailered boats not docked on Tonka

Information provided by Peter Hitch (extracted from Hennepin County Boat Registry)

4 ■ Potential Dock Layouts



Existing
16 slips @ 12' x 24'
3 slips @ 18' x 24'
1 slip @ 14' x 40'
1 slip @ 16' x 70'
1 slip @ 16' x 24'
22 total

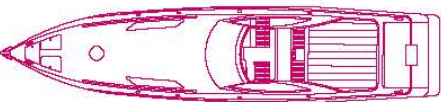
MATCHLINE SEE SHEET 1 OF 3 SHEETS
MATCHLINE SEE SHEET 2 OF 3 SHEETS

LMCD Permitted Slips - Depot Docks

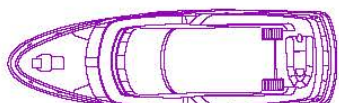


EXISTING DEPOT DOCKS

TOTAL 16 BOATS



50' - 80' 0 BOAT



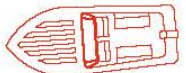
40' - 50' 0 BOATS



32' - 40' 0 BOATS

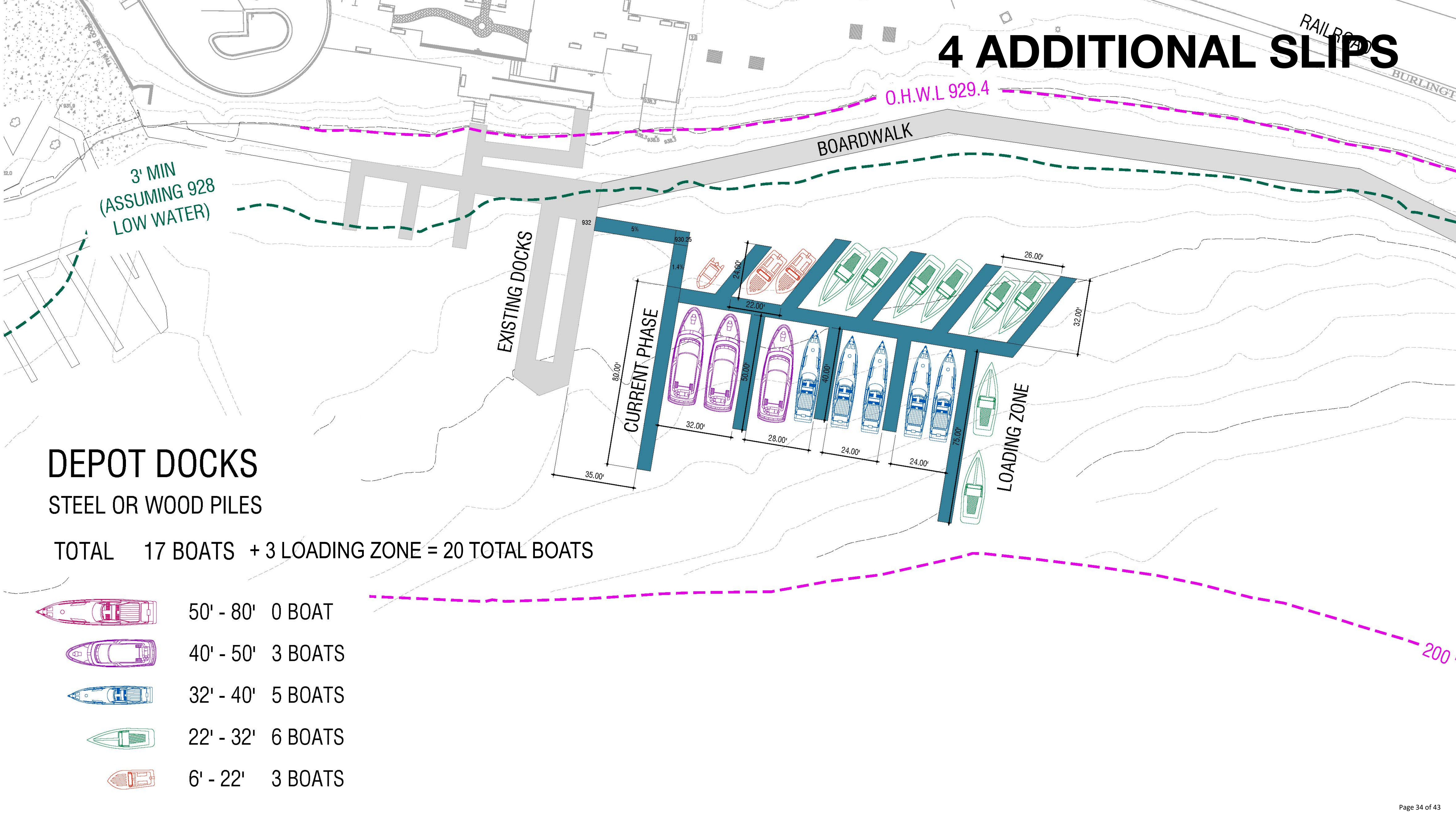


22' - 32' 0 BOATS



6' - 22' 16 BOATS

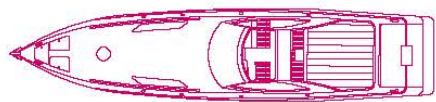
4 ADDITIONAL SLIPS



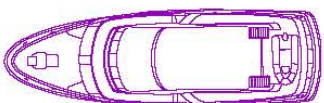
DEPOT DOCKS

STEEL OR WOOD PILES

TOTAL 17 BOATS + 3 LOADING ZONE = 20 TOTAL BOATS



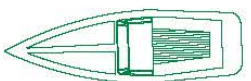
50' - 80' 0 BOAT



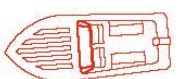
40' - 50' 3 BOATS



32' - 40' 5 BOATS



22' - 32' 6 BOATS



6' - 22' 3 BOATS

12 ADDITIONAL SLIPS

DEPOT DOCKS CURRENT PHASE EXTENDED | STEEL OR WOOD PILES

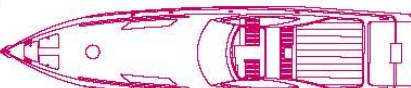
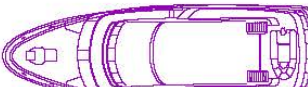
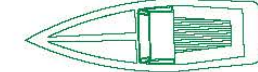
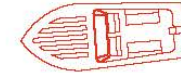
EXISTING DOCKS

BOARDWALK

POTENTIAL
ADDITIONAL
DOCKS

LOADING ZONE

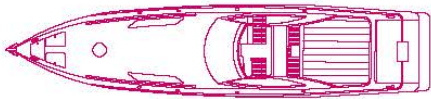
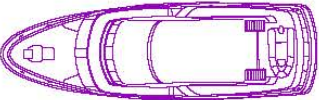
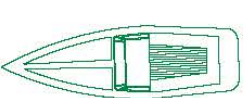
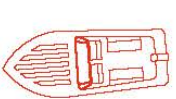
TOTAL 25 BOATS + 3 LOADING ZONE = 28 TOTAL BOATS

-  50' - 80' 0 BOATS
-  40' - 50' 3 BOATS
-  32' - 40' 9 BOATS
-  22' - 32' 10 BOATS
-  6' - 22' 3 BOATS

39 ADDITIONAL SLIPS

DEPOT DOCKS FUTURE PHASE | STEEL OR WOOD PILES

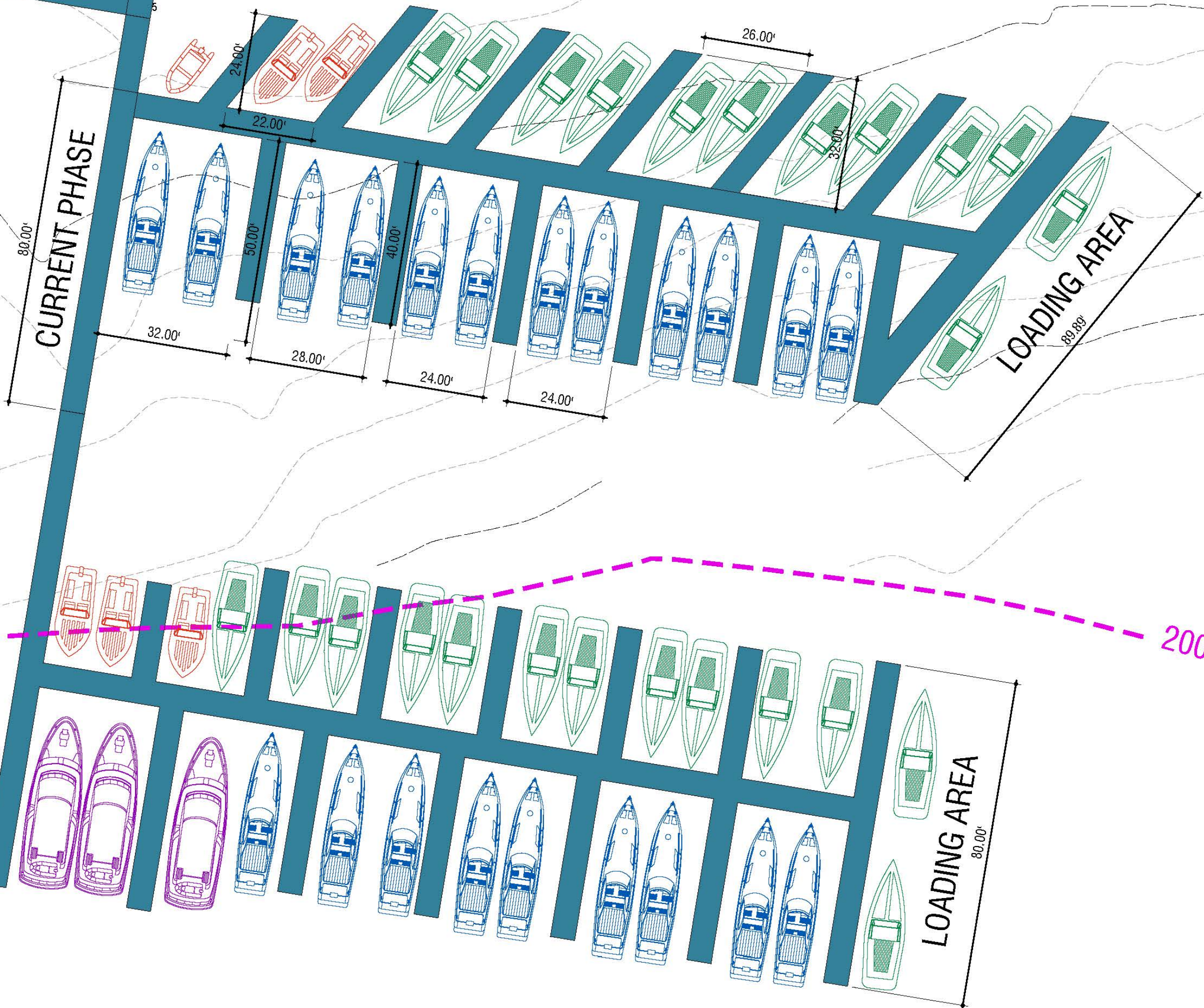
PROPOSED DOCKS	25 BOATS
FUTURE EXPANSION	26 BOATS
TOTAL	51 BOATS + 4 LOADING ZONE
	= 55 TOTAL BOATS

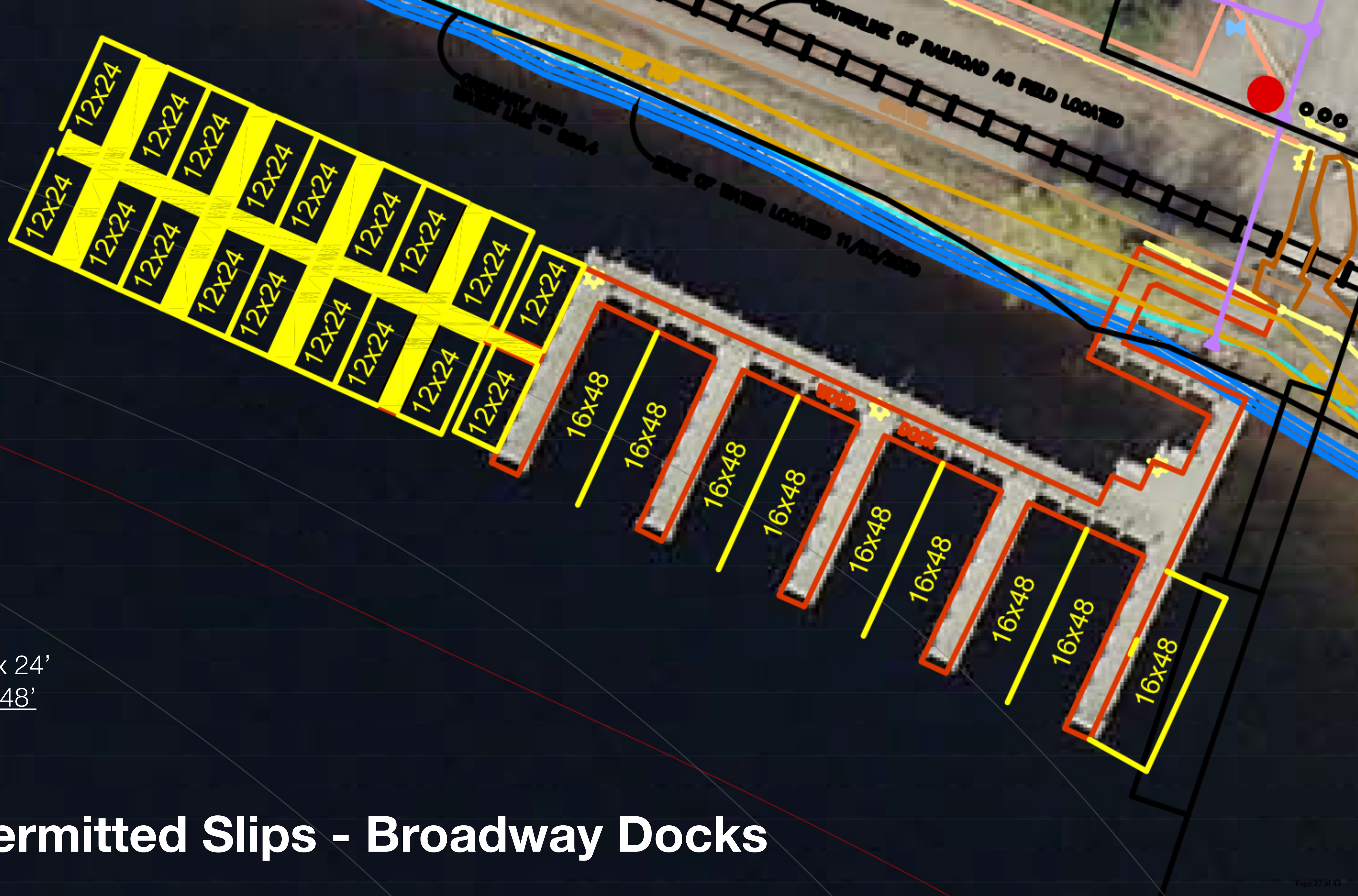
	50' - 80'	0 BOATS
	40' - 50'	3 BOATS
	32' - 40'	21 BOATS
	22' - 32'	21 BOATS
	6' - 22'	6 BOATS

EXISTING DOCKS

EXISTING DOCKS
3' MIN (ASSUMING
928 LOW WATER)

O.H.W.L 929.4





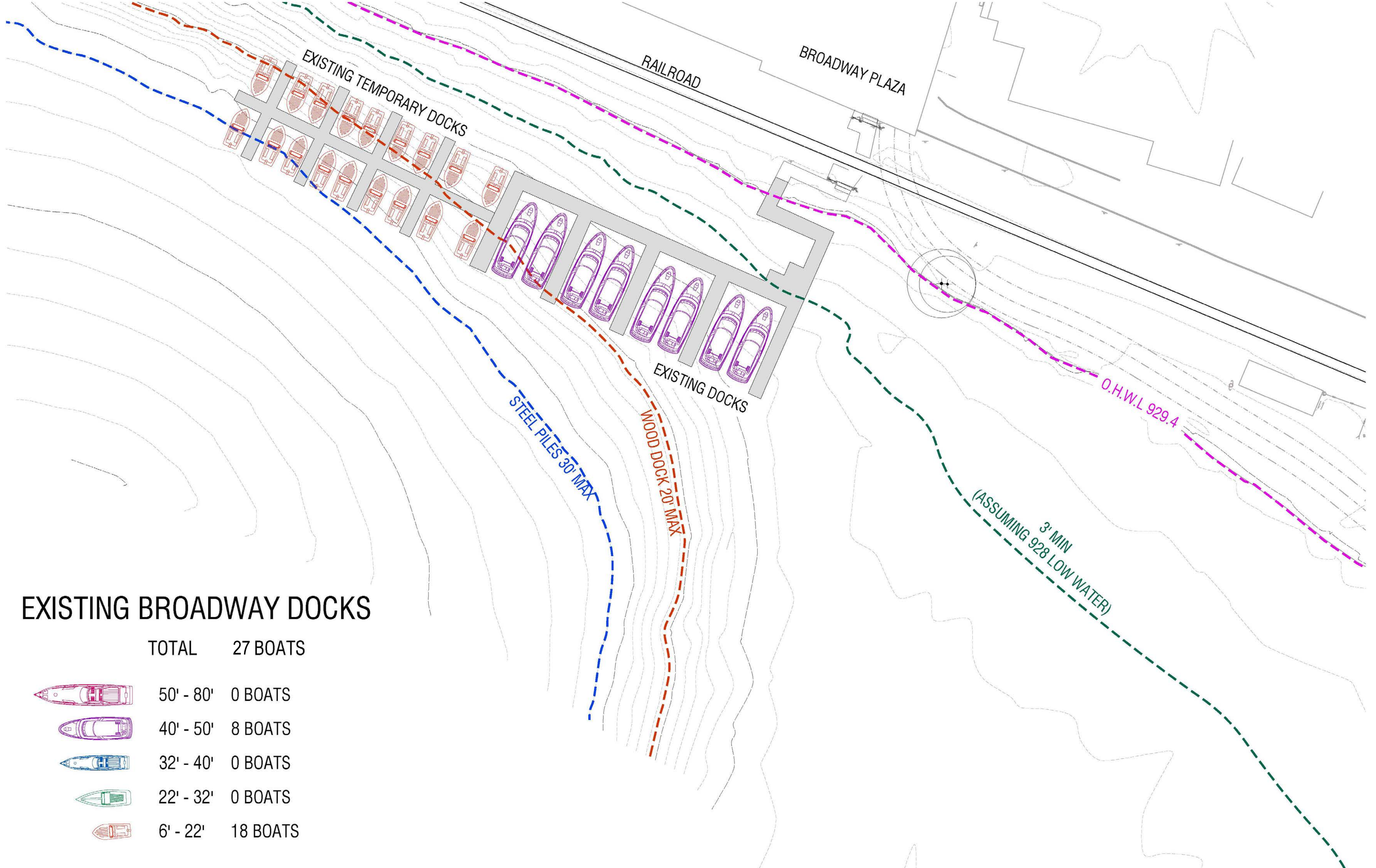
Existing

18 slips @ 12' x 24'

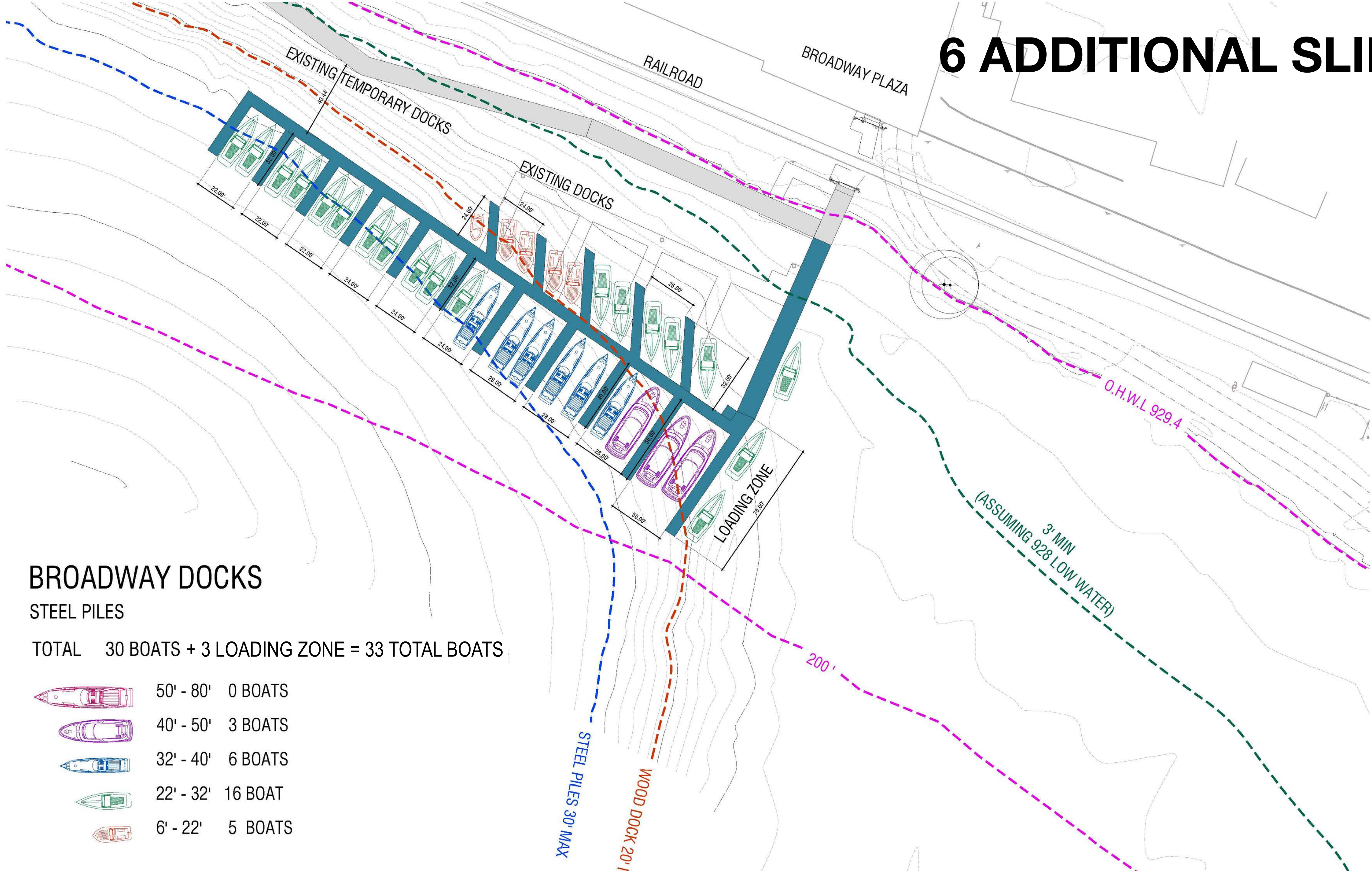
9 slips @ 16' x 48'

27 total

LMCD Permitted Slips - Broadway Docks



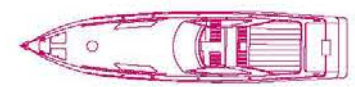
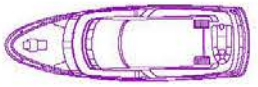
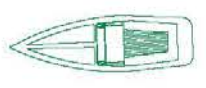
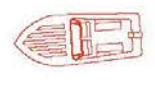
6 ADDITIONAL SLIPS



BROADWAY DOCKS

STEEL PILES

TOTAL 30 BOATS + 3 LOADING ZONE = 33 TOTAL BOATS

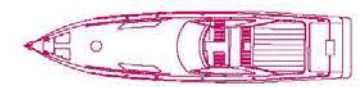
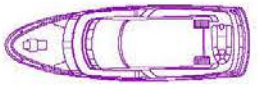
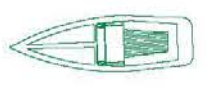
	50' - 80'	0 BOATS
	40' - 50'	3 BOATS
	32' - 40'	6 BOATS
	22' - 32'	16 BOAT
	6' - 22'	5 BOATS

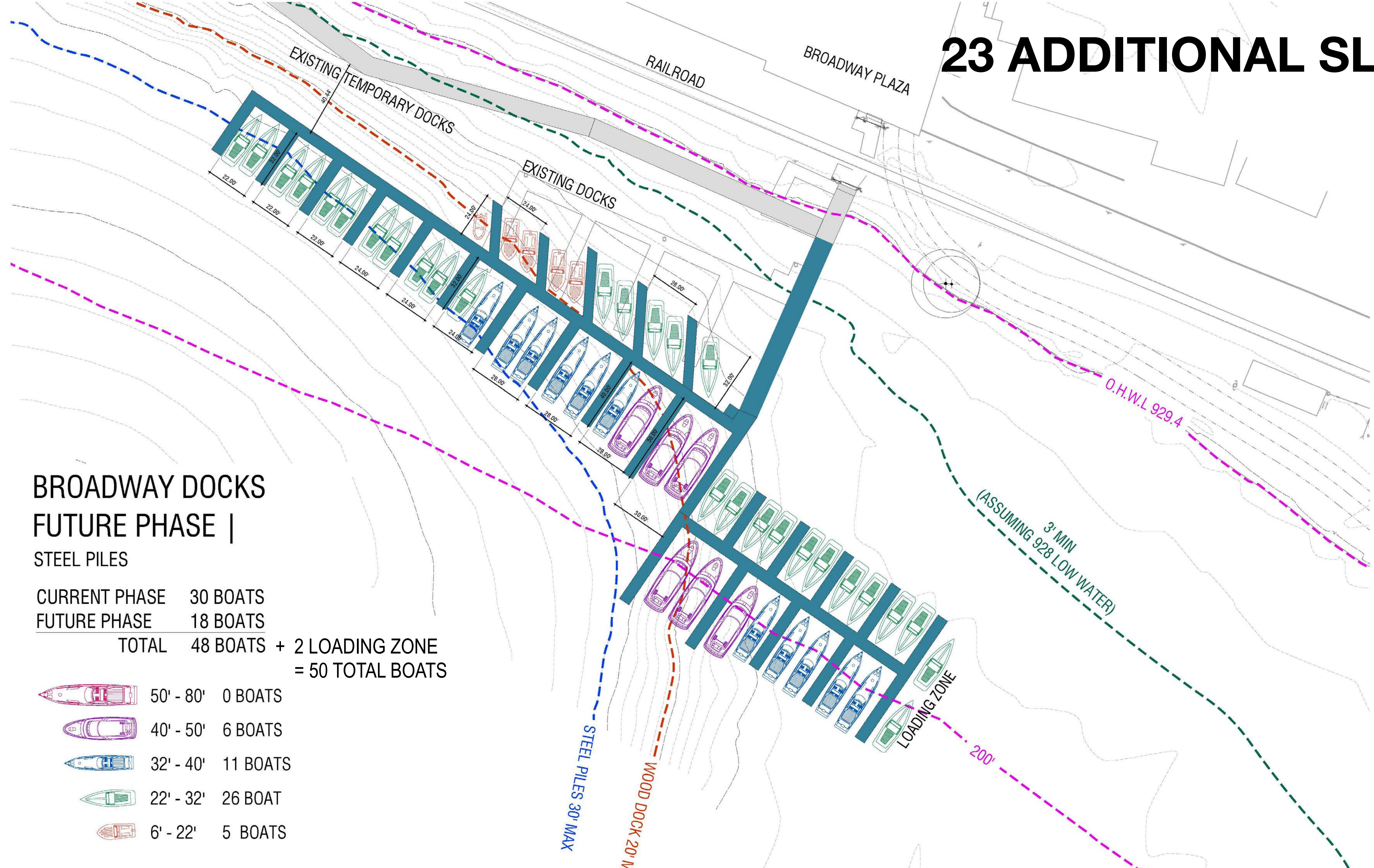
23 ADDITIONAL SLIPS

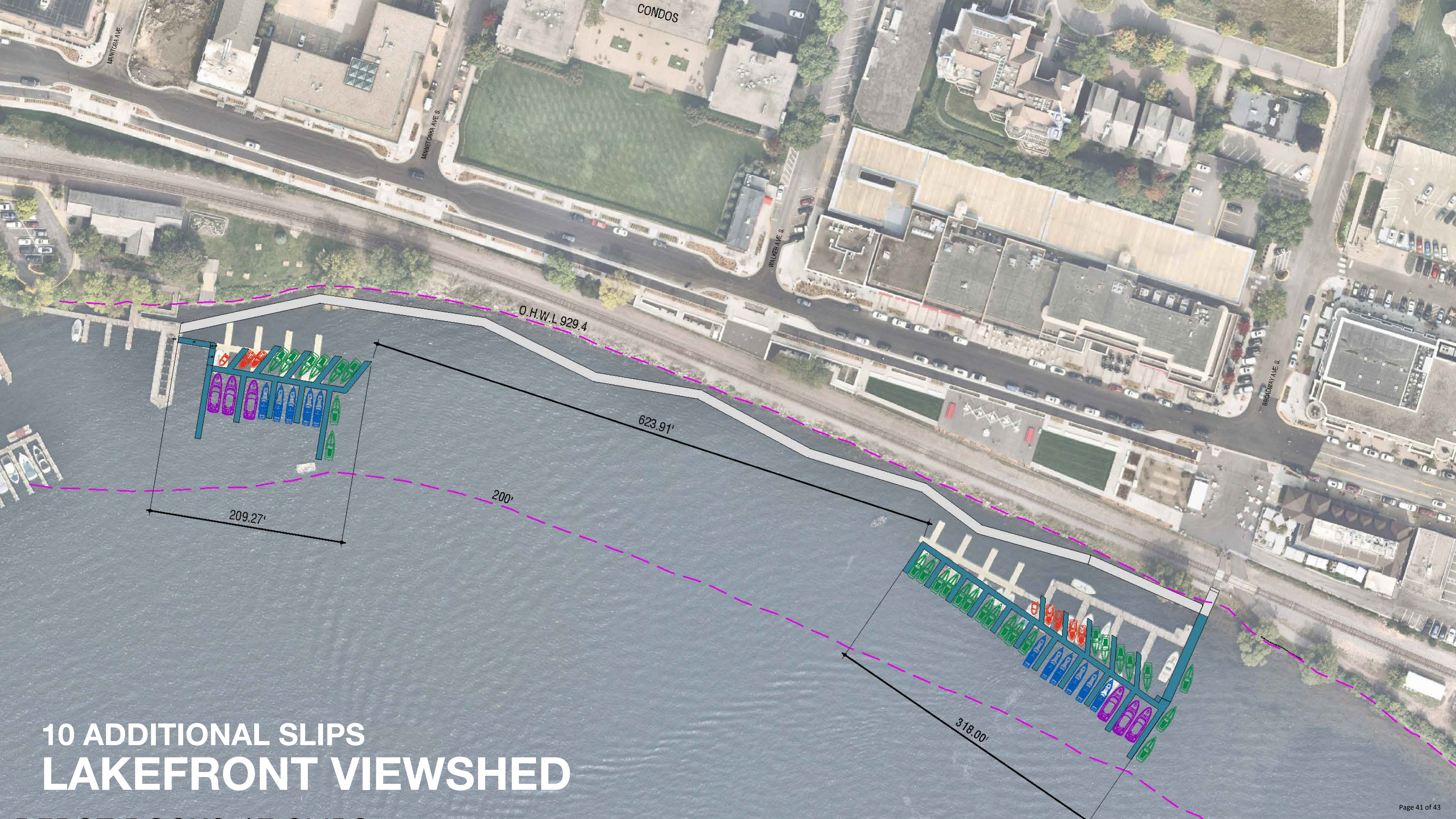
BROADWAY DOCKS FUTURE PHASE |

STEEL PILES

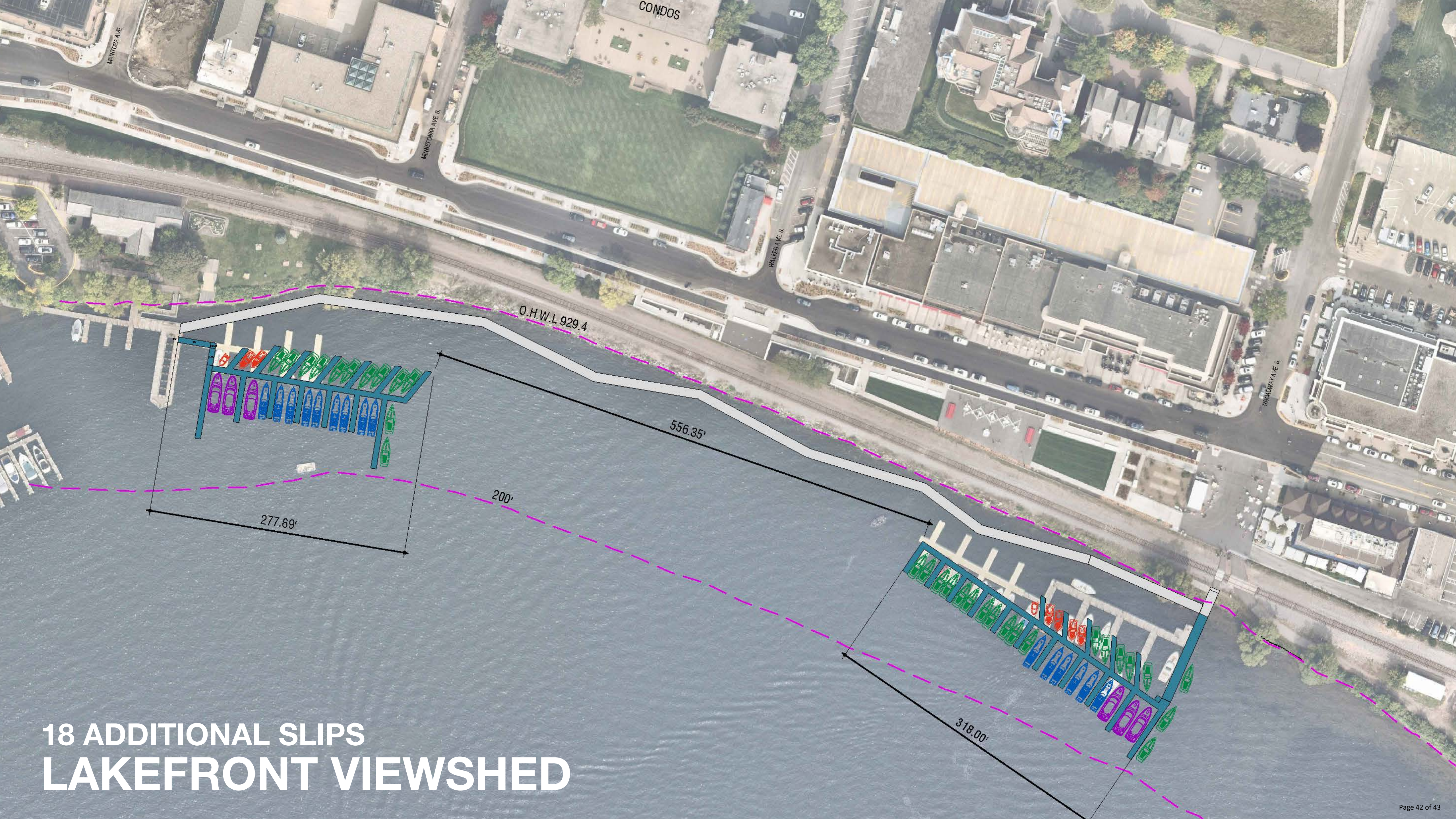
CURRENT PHASE	30 BOATS
FUTURE PHASE	18 BOATS
TOTAL	48 BOATS + 2 LOADING ZONE = 50 TOTAL BOATS

	50' - 80'	0 BOATS
	40' - 50'	6 BOATS
	32' - 40'	11 BOATS
	22' - 32'	26 BOAT
	6' - 22'	5 BOATS





10 ADDITIONAL SLIPS
LAKEFRONT VIEWSHED



18 ADDITIONAL SLIPS
LAKEFRONT VIEWSHED



Early December Dock Working Group Dock Aesthetics Operations and Management

5 ■ Next Steps