

**CITY of CRYSTAL**

4141 Douglas Drive North • Crystal, Minnesota 55422-1696

Tel: (763) 531-1000 • Fax: (763) 531-1188 • www.crystalmn.gov

Item 6C.  
BCWMC 9-17-20

August 31, 2020

Dear Ms. Jester,

Enclosed you will find documentation for design expenses for the Winnetka Pond Sediment Removal Project approved by the Commission in 2018. This is the third request to the Bassett Creek Watershed Management Commission (BCWMC) for reimbursement of City expenses incurred for this project. BCWMC has reimbursed the City \$993,906.27 to date.

The project removed accumulated sediment from Winnetka Pond, constructed some storm water pipes to eliminate existing erosion into the pond, reconstructed the outlet weir, and is in the process of establishing a native buffer.

The requested reimbursement for the Winnetka Pond Sediment Removal Project is \$3,500.00 and covers engineering fees for construction observation and administration. The cost breakdown is as follows:

City project costs request #1	\$63,749.85
City project costs request #2	\$930,156.42
City project costs request #3	\$3,500.00
<u>BCWMC project costs to date</u>	<u>\$69,242.05</u>
Total project cost to date	\$1,066,648.32

The funding available to the City for the project is as follows:

BCWMC CIP	\$1,000,000
BCWMC approved amendment 1	\$114,301
Channel Maintenance Funds	\$9,050
<u>Local City funding</u>	<u>\$25,000</u>
Total Funding	\$1,148,351

Thank you again for your support of this project. If you have any questions regarding the submission, please contact me at mark.ray@crystalmn.gov or 763.531.1160.

Sincerely,

Mark Ray, PE  
Director of Public Works

Enclosures



# INVOICE

**Barr Engineering Co.**  
**4300 MarketPointe Drive, Suite 200**  
**Minneapolis, MN 55435**  
**Phone: 952-832-2600; Fax: 952-832-2601**  
**FEIN #: 41-0905995 Inc: 1966**

City of Crystal  
 Attn: Accounts Payable  
 4141 Douglas Drive N  
 Crystal, MN 55422

January 17, 2020  
 Invoice No: 23271622.00 - 26

<b>Total this Invoice</b>	<b>\$1,010.50</b>
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### Regarding: Winnetka Pond Dredging

This invoice is for professional services related to the above project, which include:

- Project accounting summary – estimate final project cost and determine current City reimbursement request amount
- Communications with City staff

Contract Budget	Previously Billed	Invoice Amount	Total Billed	Balance
\$172,500.00	\$166,476.78	\$1,010.50	\$167,487.28	\$5,012.72

**TOTAL THIS INVOICE: \$1,010.50**

### Professional Services from November 30, 2019 to December 27, 2019

Job 300 Project Meetings & Project Management

Task 309 Project Management & Invoicing

### Labor Charges

	Hours	Rate	Amount	
Principal				
Chandler, Karen	1.50	175.00	262.50	
Engineer / Scientist / Specialist II				
Brockamp, Patrick	6.40	105.00	672.00	
Support Personnel II				
Nypan, Nyssa	.80	95.00	76.00	
	8.70		1,010.50	
<b>Subtotal Labor</b>				<b>1,010.50</b>
				<b>Task Subtotal</b>
				<b>\$1,010.50</b>
				<b>Job Subtotal</b>
				<b>\$1,010.50</b>
				<b>Total this Invoice</b>
				<b>\$1,010.50</b>

Invoiced to Date	Current	Prior	Total	Received	A/R Balance
	1,010.50	166,476.78	167,487.28	166,476.78	1,010.50

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Patrick Brockamp, your Barr project manager, at (952) 842-3593 or email at [pbrockamp@barr.com](mailto:pbrockamp@barr.com).

Authorized By:   
 Karen Chandler

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.  
 Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.



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**4300 MarketPointe Drive, Suite 200**  
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**Phone: 952-832-2600; Fax: 952-832-2601**  
**FEIN #: 41-0905995 Inc: 1966**

City of Crystal  
 Attn: Accounts Payable  
 4141 Douglas Drive N  
 Crystal, MN 55422

February 11, 2020  
 Invoice No: 23271622.00 - 27

<b>Total this Invoice</b>	<b>\$534.00</b>
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### Regarding: Winnetka Pond Dredging

This invoice is for professional services related to the above project, which include:

- Review invoices and update City reimbursement request letter to BCWMC
- Communications with City and BCWMC staff
- Water use reporting – emails with Veit regarding DNR Water Appropriations Permit

Contract Budget	Previously Billed	Invoice Amount	Total Billed	Balance
\$172,500.00	\$167,487.28	\$534.00	\$168,021.28	\$4,478.72

**TOTAL THIS INVOICE: \$534.00**

### Professional Services from December 28, 2019 to January 24, 2020

Job	300	Project Meetings & Project Management
Task	309	Project Management & Invoicing

### Labor Charges

	Hours	Rate	Amount
Principal			
Chandler, Karen	.50	180.00	90.00
Engineer / Scientist / Specialist II			
Brockamp, Patrick	.90	115.00	103.50
Support Personnel II			
Nypan, Nyssa	.80	95.00	76.00
	2.20		269.50
<b>Subtotal Labor</b>			<b>269.50</b>
		<b>Task Subtotal</b>	<b>\$269.50</b>
		<b>Job Subtotal</b>	<b>\$269.50</b>

Job	400	Bidding & Construction
Task	403	Construction Administration

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**Labor Charges**

	Hours	Rate	Amount
Engineer / Scientist / Specialist II			
Brockamp, Patrick	2.30	115.00	264.50
	2.30		264.50
<b>Subtotal Labor</b>			<b>264.50</b>
		<b>Task Subtotal</b>	<b>\$264.50</b>
		<b>Job Subtotal</b>	<b>\$264.50</b>
		<b>Total this Invoice</b>	<b>\$534.00</b>

	Current	Prior	Total	Received	A/R Balance
<b>Invoiced to Date</b>	<b>534.00</b>	<b>167,487.28</b>	<b>168,021.28</b>	<b>167,487.28</b>	<b>534.00</b>

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Authorized By:   
 Karen Chandler



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City of Crystal  
 Attn: Accounts Payable  
 4141 Douglas Drive N  
 Crystal, MN 55422

July 29, 2020  
 Invoice No: 23271622.00 - 28

<b>Total this Invoice</b>	<b>\$1,423.50</b>
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### Regarding: Winnetka Pond Dredging

This invoice is for professional services related to the above project, which include:

- Discussions regarding final report
- Coordination with City and Applied Ecological Services (AES) regarding native buffer management
- Site visit to inspect native vegetation, prepare email summary and provide to City and AES

Contract Budget	Previously Billed	Invoice Amount	Total Billed	Balance
\$172,500.00	\$168,021.28	\$1,423.50	\$169,444.78	\$3,055.22

**TOTAL THIS INVOICE: \$1,423.50**

### Professional Services from June 13, 2020 to July 10, 2020

Job	300	Project Meetings & Project Management
Task	309	Project Management & Invoicing

### Labor Charges

	Hours	Rate	Amount
Principal			
Chandler, Karen	1.40	180.00	252.00
Support Personnel II			
Nypan, Nyssa	.50	95.00	47.50
	1.90		299.50
<b>Subtotal Labor</b>			<b>299.50</b>
		<b>Task Subtotal</b>	<b>\$299.50</b>
		<b>Job Subtotal</b>	<b>\$299.50</b>

Job	400	Bidding & Construction
Task	405	Record Drawings

### Labor Charges

	Hours	Rate	Amount
Engineer / Scientist / Specialist II			
Brockamp, Patrick	.40	115.00	46.00
	.40		46.00
<b>Subtotal Labor</b>			<b>46.00</b>

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City of Crystal  
 Attn: Accounts Payable  
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 Crystal, MN 55422

August 27, 2020  
 Invoice No: 23271622.00 - 29

<b>Total this Invoice</b>	<b>\$532.00</b>
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### Regarding: Winnetka Pond Dredging

This invoice is for professional services related to the above project, which include:

- Dredging project final report
- Project management

Contract Budget	Previously Billed	Invoice Amount	Total Billed	Balance
\$172,500.00	\$169,444.78	\$532.00	\$169,976.78	\$2,523.22

**TOTAL THIS INVOICE: \$532.00**

### Professional Services from July 11, 2020 to August 7, 2020

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Job	300	Project Meetings & Project Management
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Task	309	Project Management & Invoicing
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#### Labor Charges

	Hours	Rate	Amount
Engineer / Scientist / Specialist II			
Brockamp, Patrick	.30	115.00	34.50
Support Personnel II			
Nypan, Nyssa	.50	95.00	47.50
	.80		82.00
<b>Subtotal Labor</b>			<b>82.00</b>
		<b>Task Subtotal</b>	<b>\$82.00</b>
		<b>Job Subtotal</b>	<b>\$82.00</b>

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Job	400	Bidding & Construction
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Task	405	Record Drawings
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#### Labor Charges

	Hours	Rate	Amount
Principal			
Chandler, Karen	.20	180.00	36.00

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Engineer / Scientist / Specialist II

Brockamp, Patrick	3.60	115.00	414.00	
	3.80		450.00	

**Subtotal Labor** **450.00**


**Task Subtotal** **\$450.00**

**Job Subtotal** **\$450.00**

**Total this Invoice** **\$532.00**

	Current	Prior	Total	Received	A/R Balance
<b>Invoiced to Date</b>	<b>532.00</b>	<b>169,444.78</b>	<b>169,976.78</b>	<b>169,444.78</b>	<b>532.00</b>

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