

# Memorandum

**To:** Bassett Creek Watershed Management Commission (BCWMC)  
**From:** Barr Engineering Co. (Jessica Olson, P.E., Karen Chandler, P.E.)  
**Subject:** Item 5A– Consider Approval to Increase Budget for Engineering Services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024) for Wetland Delineation and Architectural Survey  
BCWMC June 18, 2025 Meeting Agenda  
**Date:** June 17, 2025

## **5A. Consider Approval to Increase Budget for Engineering Services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024) for Wetland Delineation and Architectural Survey**

### **Recommendations:**

1. Consider amending the March 2025 [engineering services scope](#) to increase the approved budget by \$31,400 to \$634,400 for the Commission Engineer to perform a field wetland delineation and report (\$11,400) and an architectural survey and report (\$20,000) for the [Bassett Creek Main Stem Restoration, Regent Avenue to Golden Valley Road](#) (CR-M 2024) (map on 6). We do not recommend an increase in the total project budget of \$2,241,000 nor do we recommend an increase in the 2026 levy amount, due to the unknown amount of construction bids, which may result in a total project budget higher or lower than currently anticipated.

### **Background**

At their March 2025 meeting, the Commission approved the \$603,000 total project budget (\$530,000 base project budget and \$73,000 contingency budget) for the Commission Engineer to prepare final design, develop plans and specifications, and provide permitting assistance, bidding assistance and construction services for the Bassett Creek Main Stem Restoration, Regent Avenue to Golden Valley Road project (CR-M 2024).

On June 11, 2025 the United States Army Corps of Engineers (USACE) informed us that based on preliminary review of the project, they are requesting a field wetland delineation and an architectural survey as part of the USACE permitting review. . Because we have not submitted a permit yet, the USACE can only officially “request” (and not “require”) these tasks. However, once we submit the permit, the USACE told us that, based on their preliminary review, they will require the field wetland delineation and architectural survey. These tasks were not included in the original work scope and budget for the Project. As a reminder, the original contingency budget for the project is for a Phase I archeological survey (cultural resources review, different from the architectural survey), environmental investigation, and addressing contamination during construction.

The remainder of this memo describes the scope and budget for 1) a field wetland delineation and report; and 2) an architectural survey and corresponding reports.

## **1. Field Wetland Delineation**

The Commission Engineer will complete a routine Level 2 field wetland delineation and associated agency coordination within the approximate project work area (within roughly 50 feet of the channel centerline, or 100 feet total width), as well as within proposed access routes to the site. The work will involve evaluation of the feasibility study desktop wetland delineation and will include use of standard delineation methods defined in the 1987 USACE Manual and Regional Supplement.

### **Task One: Field Survey**

Field staff will document each wetland feature with a series of sample transects. Staff will also identify the approximate Bassett Creek boundary (e.g. Ordinary High Water Level) that is adjacent to delineated wetlands in the field.

Field staff may be unable to examine soils in certain situations (due to the proximity of potential buried utilities, exposed bedrock, etc.). Staff will use their best professional judgment in delineating those affected wetland features. Representative photos will also be collected. Spatial data will be collected using the ArcGIS Field Maps mobile application on mobile devices.

### **Task Two: Delineation Report**

The delineation report will include results of the field surveys, including wetland jurisdictional status, wetland determination forms, Bassett Creek boundary, and feature photos. A final report and all spatial data will be available for inclusion in relevant permit applications within two weeks of receiving any comments from the BCWMC administrator and Golden Valley staff. The spatial data submittal will include all collected spatial data in a geodatabase, along with shapefiles and/or KMZ files.

### **Assumptions**

- Wetland and waterbody boundaries will not be flagged physically in the field.
- If the fieldwork is hampered by weather conditions, lack of landowner access, delayed consultation, lack of a defined Project area, or other circumstances beyond our control, the Commission Engineer will notify BCWMC and obtain permission to adjust our costs and time frames to account for additional effort needed to complete the work.
- The Commission Engineer will work with the Commission Administrator and City of Golden Valley staff to obtain permission to enter all areas prior to the commencement of fieldwork. City of Golden Valley staff will share relevant documentation including any directions the landowners may have to complete the survey on their property (e.g., watch out for dogs, call prior to entering our property, etc.).
- All spatial data will be collected with sub-meter GPS units.

### **Task Three: Agency Coordination**

In Minnesota, wetlands are regulated under Minnesota Rule 8420 for the Wetland Conservation Act (WCA). WCA is administered by local government units (LGUs) with oversight by the Board of Water & Soil Resources. Each LGU has an associated Technical Evaluation Panel (TEP) to provide technical expertise, advice, and make recommendations to the LGU on WCA compliance. The delineation report will be included with the Joint Permit Application (JPA) to the LGU and USACE related to the Level 2 wetland delineation to request wetland boundary and type confirmation.

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## Assumptions

- The LGU will coordinate and schedule the TEP meeting.

## Wetland Delineation Schedule

Task	Due Date
Field Wetland Delineation	July 2025
Field Wetland Delineation Report	Within 30-days of completion of the field wetland delineation
Agency Coordination, JPA submittal	Within 2 weeks of finalizing the field wetland delineation report
Agency Coordination TEP Review	TEP review will occur within two weeks of JPA submittal

## Wetland Delineation Costs

The Commission Engineer proposes to complete the wetland delineation scope of work described above on a time and materials basis for a total cost of up to \$11,400. The City of Golden Valley may have the funding available to perform this Level 2 wetland delineation outside of the project budget. If city funding becomes available, this work would not utilize BCWMC project funds.

## 2. Architectural Survey

The Commission Engineer will hire a sub-contractor (likely Streamline Associates, LLC) to complete a Phase I survey of potential historic resources to record elements of the built environment that are 45 years or older within the project Area of Potential Effects (APE), which is roughly within 50 feet of the channel centerline (or 100 feet total width), as requested by the USACE to facilitate compliance with Section 106 of the National Historic Preservation Act. The architectural survey will conform to the Minnesota State Historic Preservation Office (MnSHPO) guidelines for architecture-history surveys.

### Task One: Background Research

A sub-contractor to Barr Engineering will review the results of previous historical studies and conduct research of published maps and aerial photographs, as well as other dates of construction and property information, and published county histories (i.e. Minnesota Historical Society library, University of Minnesota libraries, and Hennepin County land records) to assess the types of historic properties that may be present in the APE. The sub-contractor will use this research to prepare a historic context for the project vicinity.

### Task Two: Field Survey

The sub-contractor will complete a Phase I survey of architectural history resources for all properties within the APE and provide the Commission Engineer with a summary memo, including any properties recommended for Phase II evaluation. The sub-contractor will include photographs and field notes for all buildings and structures older than 45 years, visible from the public right of way. The sub-contractor will also complete Minnesota Statewide Historic Inventory Portal (MnSHIP) entries and inventory forms for all

properties with buildings or structures over 45 years old. The sub-contractor will provide a summary memo of the fieldwork, including any properties recommended for Phase II evaluation.

### **Task Three: Report Production**

The sub-contractor will prepare a technical report that conforms to the MnSHPO reporting guidelines and submit to the Commission Engineer for review and comment. When the report is finalized, the sub-contractor will submit the MnSHIP records to MnSHPO.

### **Optional Task: Phase II Evaluations**

If any Phase I properties warrant additional evaluation to establish National Register of Historic Places (NRHP) eligibility, Phase II evaluations may be needed. We will provide the Commission with a more detailed scope of work and cost estimate to complete this task when we know which (if any) properties will need Phase II evaluation.

### **Assumptions**

- Up to 30 properties will be inventoried for the Phase I study.
- The Commission Engineer will work with the Commission Administrator and Golden Valley staff to notify property owners prior to completion of the architectural survey. Golden Valley staff will send out notification letters.  
Properties will be surveyed from the public right of way.

### **Architectural Survey Schedule**

The Phase I study can be completed in the summer of 2025. If optional tasks are necessary, the Phase II evaluation schedule will depend on the number and types of properties but can be completed during the fall of 2025. Revisions to the report will be completed within one week of receipt of comments.

### **Architectural Survey Costs**

We estimate costs will not exceed \$20,000 for the architectural survey and report.

### **Impact on Total Project Budget**

The cost of the two surveys is \$31,400. The overall project budget is \$2,241,000. The project's funding sources include:

- Up to \$1,741,000 available to the Commission through a Hennepin County tax levy on watershed taxpayers (CIP levy), with \$434,000 levied in 2024, \$653,500 levied in 2025, and an estimated \$653,500 to be levied in 2026.
- Up to \$200,000 from the Commission's Closed Project Account.
- \$200,000 from the City of Golden Valley's portion of the Commission's Channel Maintenance Fund.
- Up to \$100,000 from the City of Golden Valley's capital improvement program.

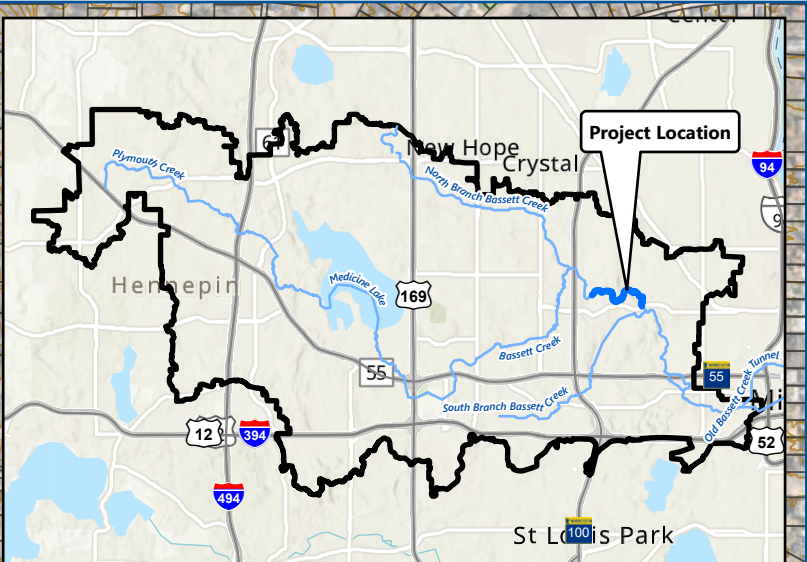
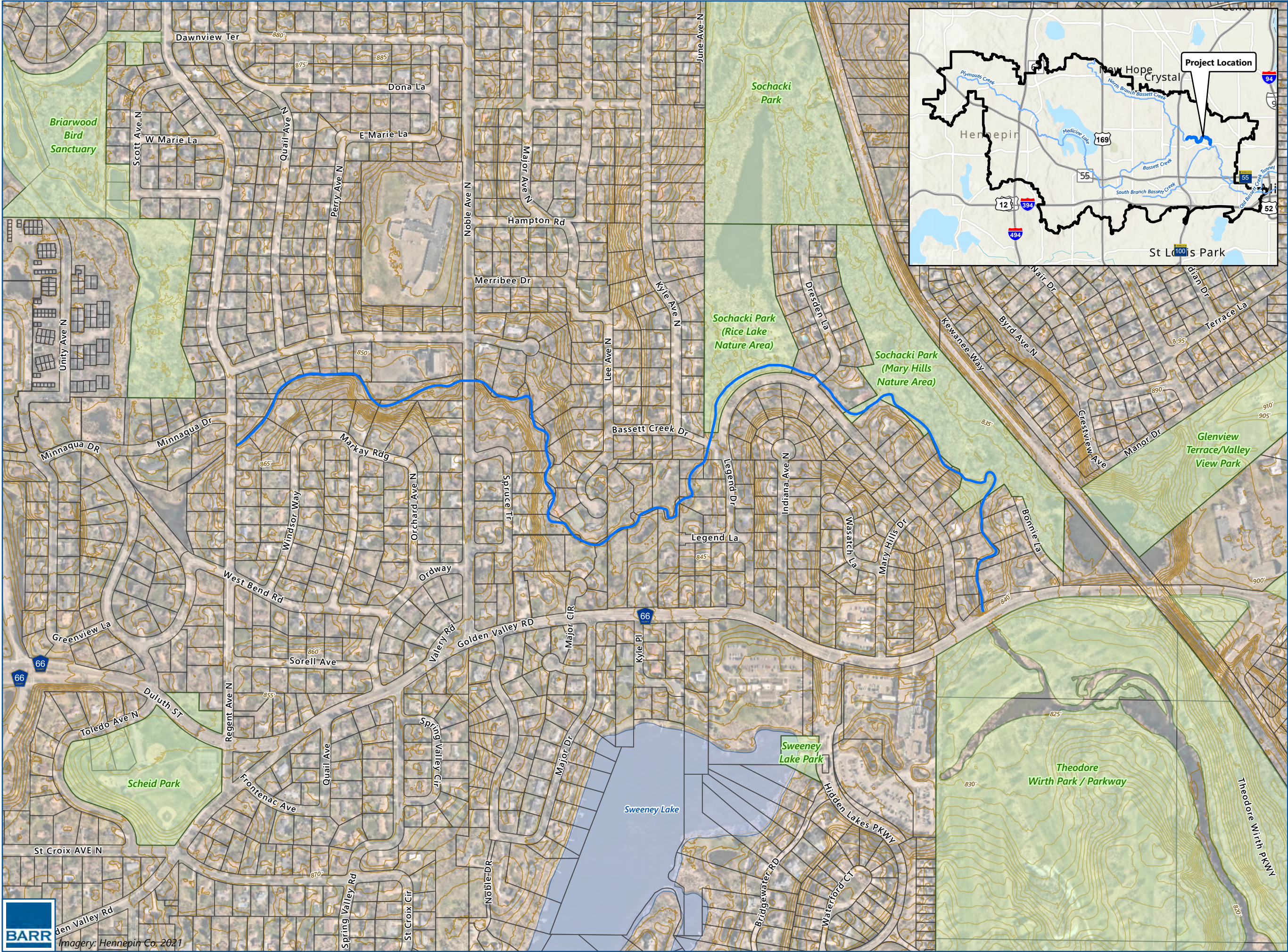
We do not recommend an increase in the total project budget of \$2,241,000, nor do we recommend an increase in the 2026 levy amount. Construction bids may result in a total project budget higher or lower than currently anticipated.

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**Recommendation:** The Commission Engineer recommends amending the March 2025 engineering services scope to increase the budget by \$31,400 to \$634,400 to perform a field wetland delineation and an architectural survey and submit corresponding reports.





Legend:

- Bassett Creek
- 5-Foot Contour
- Lakes and Ponds
- Parcel Boundary
- Park Boundary

0 300 600  
Feet

PROJECT LOCATION  
Main Stem  
Restoration Feasibility Study  
BCWMC

FIGURE 1-1