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Attn: Kevin Krech  
Dakota County Physical Development Division - Transportation  
14955 Galaxie Avenue  
Apple Valley, MN 55124

RE: 2026 Overlays- ADA Design  
Contract Amendment Request

Dear Mr. Krech:

Stonebrooke Engineering respectfully requests your consideration and approval of this contract amendment request for the above-referenced project. During the course of the project to this point, there have been modifications to the scope of the project related to the design services that will result in an additional work effort beyond what was anticipated as part of the original contract.

The following is a summary of the additional scope items and the estimated fee to complete these tasks:

Item#	TASK	ADDITIONAL FEE
1	<p><b>Increased Ramp Count</b></p> <p>The RFP and initial contract for this project estimated 275 ADA ramps would be affected by the project; of which 50% would require modifications. The proposed budget and scope used 137 ramps as its basis for the estimated 1078 design and PM hours. We ultimately inspected 285 ramps and will complete design improvements for 177 ramps. This is approximately 30% additional work related to the design and project management.</p> <p>The increase in ramps directly impacts Task 1 – Project Management, as there is more coordination time required and additional quality control. The increase in ramps directly impacts Task 3 – ADA Plans Detailed Design, as there is more design and plan production time.</p> <p>Along with the increased number of ramps, there were a number of ramps that resulted in additional design effort beyond what would normally be expected at an ADA corner. A number of complicated ramp/corner designs resulted in more coordination with County staff to agree on preferred direction, resulting in multiple design iterations. We estimate that these challenges increased our effort on this task by about 25 hours.</p>	<b>\$44,181</b>



	<p>Our calculation for increase in fee is as follows:</p> <ul style="list-style-type: none"> <li>- Task 1 hours: <ul style="list-style-type: none"> <li>o Proposed 136 hours</li> <li>o 30% increase = 177 hours</li> <li>o Increase = 41 hours</li> <li>o Average hourly rate on proposal for task 1 = \$157.29/hour</li> <li>o * 1.05 (5% increase) = \$165.15/hour</li> <li>o Increase in fee = 41 x \$165.15 = <b>\$6,771</b></li> </ul> </li> <li>- Task 3 hours: <ul style="list-style-type: none"> <li>o Proposed 942 hours</li> <li>o 30% increase = 1225 hours</li> <li>o Increase = 283 hours</li> <li>o Average hourly rate on proposal for task 3 = \$115.68/hour</li> <li>o * 1.05 (5% increase) = \$121.46/hour</li> <li>o Increase in fee = 283 x \$121.46 = <b>\$34,373</b></li> <li>o Add in additional design challenge areas at 25 hours = 25 x \$121.46 = <b>\$3,037</b></li> </ul> </li> </ul> <p>Due to the 30% increase in scope of work and design challenges, we propose 349 additional hours to complete designs, plan production, and quality/project management, which equates to \$44,181.</p>	
2	<p><b>Schedule Modifications and Survey/Design Process Changes</b></p> <p>Our original schedule for the project assumed that we'd receive all or a majority of the survey information at the beginning of design, which was expected to be in early October. This would facilitate a fast tracked design process anticipated to allow for 90% plan submittals by the end of 2025.</p> <p>However, upon execution of the contract we learned that the survey had not yet occurred and would be collected in September through November of 2025 (some elements of the survey also trickled into December and January).</p> <p>As a result of this, the survey delivery for multiple corridors was spilt into more than one data set and delivered on different timelines. This resulted in the following additional efforts:</p> <ul style="list-style-type: none"> <li>- Survey processing time. We received multiple iterations of survey data for the same corridors, as work was completed by the county survey teams. An example was CP-32. We received about 50% of the ramp surveys on 11/6/25 and the other 50% of the ramp surveys on 1/21/26. This requires additional time for our surveyors and technicians to review and process data, create/update base files, and create/add to the previously created terrain models.</li> </ul>	<b>\$3,037</b>



	<ul style="list-style-type: none"> <li>- Design time. For these corridors (example listed in previous bullet), our design teams and quality review process also then have multiple iterations of design effort to account for doing this work over different time frames (as opposed to working on the designs continuously as was originally anticipated).</li> <li>- Survey overlap. Our surveyors noted that multiple different times, survey collected overlapped with other survey that had been previously collected on the same corridor. This required our surveyors/technicians to sort through the data and property merge it together, to avoid redundancies and ensure accurate data was used for design.</li> <li>- After discussing this further with County staff, we plan to reflect the original Optional Task 1 – Supplemental Survey, in our contract and budget tracking to cover this work. Because the majority of time for the tasks listed above have been completed and billed we anticipate our billed hours staying allocated the same way they currently are.</li> <li>- In addition to the time in Optional Task 1, we are requesting an additional 25 hours, to account for the change in schedule and intermittent work processes described above. 25 hours x \$121.46 = \$3,037.</li> </ul> <p>We propose to include optional task 1 on invoicing moving forward (as task 5) and show our new billing limit to reflect that. There will be no dollar amount included in the contract amendment to reflect this work.</p> <p>Additionally, we propose to add \$3,037 to the fee for Task 3 resulting from the schedule modifications.</p>	
	Total Amendment Request – Items 1 & 2 above:	<b>\$47,218</b>

We appreciate your consideration of this amendment request. Please let me know if you need any additional information or have any questions.



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Sincerely

Tyler Newhall, PE

Project Principal  
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