# Scope of Work

## Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>2  General Statement of Work</td>
<td>2</td>
</tr>
<tr>
<td>3  FTP Site</td>
<td>2</td>
</tr>
<tr>
<td>4  Project Layout and Limits</td>
<td>2</td>
</tr>
<tr>
<td>5  Surveying</td>
<td>2</td>
</tr>
<tr>
<td>5.1 Control Datum</td>
<td>2</td>
</tr>
<tr>
<td>5.2 Accuracy</td>
<td>2</td>
</tr>
<tr>
<td>6  Gopher State One Call</td>
<td>2</td>
</tr>
<tr>
<td>7  Traffic Control</td>
<td>3</td>
</tr>
<tr>
<td>8  Maintenance</td>
<td>4</td>
</tr>
<tr>
<td>9  Master Utility Agreements</td>
<td>5</td>
</tr>
<tr>
<td>10 Known Utility Designating and Locating Issues</td>
<td>5</td>
</tr>
<tr>
<td>10.1 Saint Paul Regional Water Services (SPRWS)</td>
<td>5</td>
</tr>
<tr>
<td>10.2 SP 6280-353 Maryland Bridge Project</td>
<td>6</td>
</tr>
<tr>
<td>10.3 Larpenteur Ave Bridge</td>
<td>6</td>
</tr>
<tr>
<td>10.4 Storm Sewer and Culverts</td>
<td>6</td>
</tr>
<tr>
<td>10.5 MnDOT Traffic Management System (TMS)</td>
<td>6</td>
</tr>
<tr>
<td>10.6 MnDOT Lighting</td>
<td>6</td>
</tr>
<tr>
<td>11 Tasks</td>
<td>7</td>
</tr>
<tr>
<td>11.1 Contract Kick-Off Meeting and Field Visit</td>
<td>7</td>
</tr>
<tr>
<td>11.2 Traffic Control</td>
<td>7</td>
</tr>
<tr>
<td>11.3 MnDOT CADD Level 2 Data Standards Meeting</td>
<td>7</td>
</tr>
<tr>
<td>11.4 SUE Kick-Off Meeting</td>
<td>7</td>
</tr>
<tr>
<td>11.5 Utility Owner Records Research</td>
<td>8</td>
</tr>
<tr>
<td>11.6 Utility Designating &amp; Preliminary SUE Plans</td>
<td>8</td>
</tr>
<tr>
<td>11.7 Preliminary Utility Conflict Analysis</td>
<td>10</td>
</tr>
<tr>
<td>11.8 Utility Locating and Certified SUE Plans</td>
<td>10</td>
</tr>
<tr>
<td>11.9 Coordination with Utility Owners</td>
<td>11</td>
</tr>
<tr>
<td>11.9.1 SUE Information Meeting</td>
<td>11</td>
</tr>
<tr>
<td>11.9.2 Utility Information Sheets</td>
<td>11</td>
</tr>
<tr>
<td>11.9.3 Utility Workshops</td>
<td>12</td>
</tr>
<tr>
<td>11.10 Update Certified SUE Plans within 90 days before letting</td>
<td>12</td>
</tr>
<tr>
<td>11.11 SP 6280-367 Estimated Utility Cost Report</td>
<td>13</td>
</tr>
<tr>
<td>12 Items provided by MnDOT</td>
<td>13</td>
</tr>
</tbody>
</table>
2 **General Statement of Scope of Work**

The Contractor will conduct all work necessary to meet the requirements for creating Certified Subsurface Utility Engineering (SUE) Plans and Utility Information Sheets (UIS) to support the design of State Project (SP) 6280-367 I-35E MNPASS. Provide all necessary equipment, supplies, and support personnel, including surveying capability, to secure the data outlined in this section.

3 **FTP Site**

When this scope of work refers to information on a FTP site the Contractor may find that information at the following FTP site address: ftp://ftp2.dot.state.mn.us/pub/outbound/ocic/35E-MNPASS/SUE/

4 **Project Layout and Limits**

Refer to the file Layout_lo3_May21,2012.pdf on the FTP site. Perform SUE on all utilities within State right of way for I-35E from station 488+89 to 909+34. Perform SUE on all utilities within State right of way for TH 36 from station 295+00 to 322+00. Perform SUE on all utilities within public right of way at the following locations:

- (A) Arlington Avenue from Klainert Street to Westminster Street.
- (B) Mississippi Street from Arlington Avenue to 200 feet north of Arlington centerline.
- (C) L’Orient Street from Arlington Avenue to 200 feet north of Arlington centerline.
- (D) Wheelock Parkway from station 5+00 to 15+00.
- (E) Larpenteur Avenue from station 5+00 to 15+00.
- (F) Roselawn Avenue from station 5+00 to 15+00.
- (G) County Road B from station 5+00 to 15+00.

5 **Surveying**

5.1 **Control Datum**

The horizontal survey datum used for the Project will be the Ramsey County Coordinate System, North American Datum (NAD) 1983, 1996 High Accuracy Reference Network (HARN) Adjustment. The vertical survey datum will be the North American Vertical Datum (NAVD) of 1988.

5.2 **Accuracy**

Designate and locate utilities with an elevation accuracy of +/-0.05 feet and horizontal accuracy that is at least 0.01 feet.

6 **Gopher State One Call**

MnDOT has contacted Gopher State One Call and requested an Owner Inquiry (Information) Ticket. The results of this inquiry are attached. The Contractor is responsible for verifying if there are any other utilities within the project limits. MnDOT does not guarantee that the name of the owner or its contact information is up to date and accurate. The Contractor will do all work necessary to identify the current and correct name of each utility owner and find the correct contact information.
The Contractor is not required to contact Gopher State One Call until it is time to perform excavations and at the “Update Certified SUE Plans within 90-Days Before Letting” task described below.

The Contractor will follow all requirements of Gopher State One Call when it is time to perform excavations, including contacting Gopher State One Call about each excavation site.

7 **Traffic Control**

State highways will be kept open to traffic at all times. When working on the shoulder or median the Contractor will only perform this work using a lane closure on mainline and adhering to the lane closure restrictions in the Metro Lane Closure Manual.

All legs of a local road intersection must remain open at all times.

Pedestrian traffic shall be maintained and guided through the Project at all times in accordance to the “Minnesota Manual of Uniform Traffic Control Devices” (MMUTCD) chapter 6D and layouts in chapter 6J.

Provide all traffic control necessary to perform the work. Traffic control will be performed in accordance with the current “Metro Lane Closure Manual”, “Minnesota Manual of Uniform Traffic Control Devices” (MMUTCD) and Part VI, “Field Manual for Temporary Traffic Control Zone Layouts 2011”, the “Guide to Establishing Speed Limits in Highway Work Zones”, the Minnesota Flagging Handbook, the Minnesota Standard Signs Manuals Parts I and II, and the Traffic Engineering Manual. The Metro Lane Closure Manual can be found at the following website can all be found at the following website:

http://www.dot.state.mn.us/metro/trafficeng/control_striping.html

The other manuals can be found at the following website:

http://www.dot.state.mn.us/trafficeng/publ/index.html

Furnish, install, maintain, and remove all traffic control devices required to provide safe movement of vehicular traffic through the Project during the life of the Contract from the start of Contract operations to the final completion thereof. MnDOT will have the right to modify the requirements for traffic control as deemed necessary due to existing field conditions.

Traffic control devices include, but are not limited to, barricades, warning signs, trailers, flashers, cones, and drums, as required and sufficient barricade weights to maintain barricade stability.

Immediately repair or replace all traffic control devices that become damaged, moved or destroyed, all lights that cease to function properly, and all barricade weights that are damaged, destroyed, or otherwise fail to stabilize the barricades. Provide sufficient surveillance of all traffic control devices at least once every 24 hours.

Furnish names, addresses, and phone numbers of at least two (2) individuals responsible for the placement and maintenance of traffic control devices. These individuals must be "on call" 24 hours per day, seven days per week during the times any traffic control devices, furnished and installed by the Contractor, are in place. The required information will be submitted to MnDOT at the Contract Kick-Off Meeting.

Respond immediately to any call from MnDOT or its designated representative concerning any request for improving or correcting traffic control devices.

Create and update a daily log documenting the traffic control. This log will also include the date and time any changes in the traffic control go into effect. The log will identify the location and verify that the devices are placed according to Contract Requirements. All entries
in the log will include the date and time of the entry and be signed by the person making the
inspection. MnDOT reserves the right to request copies of the logs as deemed necessary.

Provide copies of the inspection logs, within the time frame agreed upon, when requested
by MnDOT.

All Contractors', subcontractors' and suppliers' mobile equipment, operating within the
limits of the Project with potential exposure to passing traffic, will be equipped with operable
warning lights which meet the appropriate requirements of the SAE specifications. This would
include closed roads that are open to local traffic only. This also includes any vehicle which
enters the traveled roadway at any time. The SAE specification requirements are as follows:

(A) 360 Degree Rotating Lights - SAE Specification J845
(B) Flashing Lights - SAE Specification J595
(C) Flashing Strobe Lights - SAE Specification J1318

Lights will be mounted so that at least one light is visible at all times when at eye
level from a 18 m [60 foot] radius about the equipment. In order to meet the 360 degree at 18 m
[60 foot] radius requirements supplemental lighting may be used in addition to the lights on the
Approved Products List. All supplemental lights must be SAE Class 1 certified. This
specification is to be used for both day and night time operations. All costs incurred to provide
warning lights shall be at no cost to MnDOT. These warning lights will also be operating and
visible when a vehicle decelerates to enter a construction work zone and again when a vehicle
leaves the work zone and enters the traveled traffic lane.

Contractor will equip their vehicles with lights that are on the Approved Products List
which can be found at:  http://www.dot.state.mn.us/products/workzone/vehiclelights.html

Provide protective devices necessary to protect traffic from excavations, drop-offs, falling
objects, splatter or other hazards that may exist during construction. Equipment will not be
allowed to suspend over traffic.

All workers within the road Right-of-Way who are exposed to either traffic or to
construction equipment will wear reflectorized high-visibility safety apparel. High-visibility
safety apparel means personal protective safety clothing that is intended to provide conspicuity
during both daytime and nighttime usage and at a minimum meets performance Class 2
requirements of the ANSI/ISEA 107 – 2004 publication entitled “American National Standard
for High-Visibility Safety Apparel and Headwear”.

All high visibility apparel must be worn in the manner for which it is intended to be
worn. All apparel worn on the torso must be closed in the front to provide contiguous 360
degree visibility. If a worker’s high-visibility apparel becomes faded, worn, torn, dirty, or
defaced, reducing the conspicuity of the apparel, the apparel must be removed from service and
replaced with new apparel.

8 Maintenance

Provide complete cleanup of the work site to equal or better condition than it was in
before excavation.

When the need to expose a utility underneath pavement occurs, then neatly saw cut and
remove the existing pavement or surface, with a maximum cut area of 225 square inches unless
unusual circumstances exist. Excavate using a method enabling vertical and horizontal
exploration through this cut.

Excavate test holes to expose the utility to be measured in a manner that ensures the
safety of excavation and prevents any damage to the utility. In performing such excavations, the
Contractor will comply with all applicable utility damage prevention laws and coordinate with utility inspectors as required.

Be responsible for any damage to the utility during excavation. In the event of utility damage, the stop work and notify appropriate agencies, including the utility owner. Work will not resume until the owner has determined what action to take. Be liable for all costs associated with the repair or replacement of the facility and contact MnDOT immediately if hazardous materials are encountered.

Backfill the excavation with approved material around the utility structure and compact, in lifts, with appropriate devices.

Permanently restore the pavement within the limits of the original cut at the time of backfill. If the test hole is excavated in an area other than the roadway pavement, the Contractor will restore the area to equal or better condition than it was in before excavation. The Contractor will be responsible for the integrity of the backfill/surface restoration. If the work site is not appropriately restored, the Contractor must return and properly restore the site at no extra cost to MnDOT.

9  Master Utility Agreements
MnDOT will perform all work to negotiate and create the Master Utility Agreements. The Contractor will ask MnDOT if each conflict would be paid by MnDOT or the utility owner, and then relay that information to the utility owner as part of the coordination with utility owners’ process.

10  Known Utility Designating and Locating Issues

10.1  Saint Paul Regional Water Services (SPRWS)

MnDOT Metro Surveys Office designated two gravity fed drinking water feeder lines crossing I-35E at approximately stations TH 35E NB 806+00 to 807+00. This information can be found on the FTP site in the folder MnDOT_CADD_base_files in the file named s6280308_fip.dgn. These lines may be designated at utility QL D, since there is no excavation at this location. The Contractor will coordinate with SPRWS to verify that these lines are correctly designated and annotated for size and type. Note the depth of the lines from as-built plan information. MnDOT has some concern that there may be a third out of service left in place feeder line at this location. Map this third line if it exists to utility QL D.

These same gravity fed drinking water feeder lines cross I-35E again at approximately stations 600+00 to 603+00 and TH 36 at approximately stations 316+00 to 318+00. Fully designate these lines from right of way line to right of way line in the TH 36 interchange area. It is a known fact that there is a third out of service left in place feeder line parallel to the two functioning feeder lines at this location. Designate the location of the third out of service left in place line. MnDOT Metro Surveys Office designated two gravity fed drinking water feeder at this location. This information can be found on the FTP site in the folder MnDOT_CADD_base_files in the file named s6280308_fip.dgn. However, there is some concern that one of the lines MnDOT designated is in fact the out of service left in place line. The Contractor will not rely on the MnDOT fip file for the SPRWS feeder lines in the I-35 and TH 36 interchange area.

Perform utility QL A locates at all manholes within the project limits. If any line does not have a manhole within the project limits, then perform utility QL A locates at the nearest

Page 5 of 13
manholes beyond and on each side of the project limits. Designate the lines from those manholes to the area within the project limits.

Perform utility QL A locates on each of the three lines at a point between the southeast loop and southeast diagonal ramp, for a total of 3 potholes at this location.

10.2 SP 6280-353 Maryland Bridge Project

The Maryland Bridge Project is currently being constructed at this time. It is expected that most of the work will be complete in September 2012. MnDOT Metro Surveys Office did the utility designating prior to the beginning of the Maryland Project. This information can be found on the FTP site in the folder MnDOT_CADD_base_files in the file named s6280308_fip.dgn. The Contractor will need to examine the as-built plans for the Maryland Project to determine what utilities have been relocated and then designate the location of those utilities. The Contractor will ask MnDOT to deliver the Maryland as-built plans after this Contract is executed.

The Contractor does not need to designate or locate the 84”/90” RCP crossing I-35E at approximate station 489+75. The Contractor will copy the information in the MnDOT fip file and place in your Certified SUE Plans.

10.3 Larpenteur Avenue Bridge

MnDOT Metro Surveys Office has designated the utilities at the Larpenteur Avenue Bridge. This information can be found on the FTP site in the folder MnDOT_CADD_base_files in the file named s6280308_fip.dgn. The Contractor will do all work necessary to verify that all of the utilities have been properly designated in this area within the project limits.

10.4 Storm Sewer and Culverts

MnDOT Metro Surveys Office has designated and located the storm sewer and culverts within the project limits. This information can be found on the FTP site in the folder MnDOT_CADD_base_files in the file named s6280308_fip.dgn. The storm sewer in the median of I-35E has only been designated per plan, utility QL D. The inverts of all other aprons or catch basins have been located to utility QL A with the runs of pipe between designated to utility QL C. The Contractor will perform a visual inspection only to verify that your field observations match the information in the fip file. Copy the drainage information from the fip file and place in the Certified SUE Plans.

10.5 MnDOT TMS

MnDOT Metro Surveys Office has designated and located the MnDOT trunk fiber optic lines for the MnDOT TMS system within the project limits. This information can be found on the FTP site in the folder MnDOT_CADD_base_files in the file named s6280308_fip.dgn. The Contractor will add to this information and fully designate and locate the entire TMS system. A not to scale map of the entire TMS system within the project limits can be found on the FTP site in the folder MnDOT_TMS and in the file TMC_35E_SUE.pdf.

10.6 MnDOT Lighting

Files for information only showing the MnDOT lighting are located on the FTP site in the folder MnDOT_Lights. Contractor will fully designate all lighting and not rely on these files for the Certified SUE Plans.
11 Tasks

11.1 Contract Kick-Off Meeting and Field Visit

Arrange, coordinate, and facilitate a Contract Kick-Off meeting. Invite the MnDOT Project manager. The Contractor and MnDOT will review the Contract Deliverables, Schedule and Budget; then review the project layout and then perform a field visit of the project site to ensure familiarity with existing conditions and project requirements.

(A) Deliverable: Hold meeting and field visit. No minutes required.
(B) Format: Meeting.
(C) Due: Within 5 business days of Notice To Proceed.

11.2 Traffic Control

Provide all traffic control necessary to perform the work.

(A) Deliverable: Traffic Control Daily Log
(B) Format: Paper hard copy.
(C) Due: At Contract closeout, or when requested by MnDOT.

11.3 MnDOT CADD Level 2 Data Standards Meeting

Arrange 2 hour long meeting with MnDOT to review MnDOT CADD Level 2 Data Standards. Target audience is all personnel creating and performing quality control on the CADD files. At the meeting we will review the information on the following website http://www.dot.state.mn.us/caes/cadd/.

The Contractor is expected to thoroughly understand the contents of this website before the meeting occurs. MnDOT will not provide training. The purpose of this meeting is to review the website and allow the Contractor to ask questions about the MnDOT CADD standards and for MnDOT to verify that the Contractor understands the standards.

(A) Deliverable: Meeting minutes.
(B) Format: Electronic Microsoft Word 2010 document (docx extension). Deliver to MnDOT Project Manager electronically either by email or FTP site.
(C) Due: Within 15 business days of Notice To Proceed.
(D) Standard: Minutes will include attendee names, phone numbers and emails; a list of discussion items; decisions made; actions to be performed.

11.4 SUE Kick-Off Meeting

Arrange, coordinate, and facilitate a SUE Kick-Off meeting. Invite the MnDOT Project Manager and all identified utility owners.

MnDOT will provide a brief presentation describing the I-35E MNPASS Project. Contractor will explain the work you will perform as part of this Contract.

MnDOT will provide the meeting facilities. Contractor will coordinate with MnDOT to find an available meeting facility.

Facilitate discussion with utility owners to determine if there are any initial concerns or information that can be shared prior to starting the field locations. Provide minutes of the meeting to MnDOT.

(A) Deliverable: Meeting minutes.
11.5 Utility Owner Records Research
Contact all utility owners and have them send you copies of all records of their facilities within the project limits. Compile and organize the records that are received and deliver to MnDOT. Write a memo for each utility owner that explains that you have compared the records with your designating and locating, and that you either did not find any discrepancies or have resolved all of the discrepancies between the two. The memo should briefly describe any discrepancies found.

**A** Deliverable: Records organized by utility owner with a memo per utility owner.

**B** Format: Utility owner records format is whatever is provided by utility owner. Electronic PDF is preferred, but hardcopies and other formats are acceptable. Memo will be in electronic Microsoft Word 2010 document (docx extension). Deliver electronic files to MnDOT Project Manager electronically either by email or FTP site. Deliver hardcopies of utility owner records to MnDOT Project Manager.

**C** Due: Within 25 business days of Notice To Proceed.

**D** MnDOT Review: Five business days.

**E** Contractor Update: Update and resubmit the deliverable to MnDOT within 10 business days of receiving MnDOT review comments.

11.6 Utility Designating & Preliminary SUE Plans
Designate all utilities within the project limits. Review the project site and identify any utilities not already listed. Refer to Table 1 for required Utility Quality Levels for specific utility types.

**Table 1: Required Utility Quality Levels For Specific Utility Types**

<table>
<thead>
<tr>
<th>Utility Type (Buried)</th>
<th>Mains &amp; Primary Laterals</th>
<th>Services / Secondary Laterals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Storm Sewer</td>
<td>QL A at manholes, inlets, outfalls; QL C between accessible features</td>
<td>QL A at manholes, inlets, outfalls; QL C between accessible features</td>
</tr>
<tr>
<td>Sanitary Sewer</td>
<td>QL A at manholes; QL C between accessible features</td>
<td>QL A at manholes, if any; QL D as available on records</td>
</tr>
<tr>
<td>Culverts</td>
<td>QL A at accessible inverts; QL C between accessible features</td>
<td>N/A</td>
</tr>
<tr>
<td>Telecommunication</td>
<td>QL B</td>
<td>QL B</td>
</tr>
<tr>
<td>Cable TV</td>
<td>QL B</td>
<td>QL B</td>
</tr>
<tr>
<td>Natural Gas</td>
<td>QL B</td>
<td>QL B</td>
</tr>
<tr>
<td>Utility Type</td>
<td>Quality Level</td>
<td>Notes</td>
</tr>
<tr>
<td>------------------------------</td>
<td>---------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>Traffic Signals</td>
<td>QL B</td>
<td>(however, detector loops will not be mapped)</td>
</tr>
<tr>
<td>Traffic Management System</td>
<td>QL B</td>
<td>N/A</td>
</tr>
<tr>
<td>(TMS)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lighting</td>
<td>QL B</td>
<td>N/A</td>
</tr>
<tr>
<td>Water Mains</td>
<td>QL B, C and D</td>
<td>depending on records, apparent valves, and conductivity of pipes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>QL D as available on records</td>
</tr>
<tr>
<td>Buried Power</td>
<td>QL B</td>
<td>N/A</td>
</tr>
<tr>
<td>Irrigation</td>
<td>QL B, C and D</td>
<td>depending on records, apparent valves, and conductivity of pipes. None</td>
</tr>
<tr>
<td></td>
<td></td>
<td>anticipated.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>Steam</td>
<td>QL B, C and D</td>
<td>depending on records, apparent valves, and conductivity of pipes. None</td>
</tr>
<tr>
<td></td>
<td></td>
<td>anticipated.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>Irrigation/sprinklers</td>
<td>Not included in this scope of work. However, if encountered, then notify MnDOT of the identified surface facilities immediately.</td>
<td>N/A</td>
</tr>
<tr>
<td>Petroleum Pipelines</td>
<td>QL B</td>
<td>N/A</td>
</tr>
<tr>
<td>Military Comm.</td>
<td>QL B</td>
<td>None anticipated</td>
</tr>
<tr>
<td>Wells (Water, Crude Oil, Natural Gas)</td>
<td>Not included in this scope of work. However, if encountered, then notify MnDOT of the identified surface facilities immediately.</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Inspect all manholes for inlets and outlets. Any discrepancies from as-built plans will be investigated to the needed utility quality level to correctly depict the facilities. Any unknown inlets or outlets will be investigated to designate the attached facility to the maximum extent within the project limits. If bulkheads are found, then investigate the history of the bulkhead with the utility owner to determine if the facility was left in place and out of service or removed.

Provide a recommendation to MnDOT on the utility quality level needed and methods to investigate, designate, and locate any abandoned or left in place out of service facilities identified taking into account the risk that facility may pose to the project.

Locate all overhead power structures.

Create Preliminary SUE Plans using MnDOT CADD Level 2 Data Standards.

(A) Deliverable: Preliminary SUE Plans based on utility designating field work.
(B) Format: One hardcopy, a PDF file, and original microstation and geopak files. Deliver electronic files to MnDOT Project Manager electronically either by email or FTP site. Deliver hardcopies to MnDOT Project Manager.
(C) Due: Within 40 business days of Notice To Proceed.
(D) MnDOT Review: Five business days.
Contractor Update: Update and resubmit the deliverable to MnDOT within 10 business days of receiving MnDOT review comments.

11.7 Preliminary Utility Conflict Analysis
Analyze the Preliminary SUE Plans for utility conflicts. Create a draft report that lists and explains the nature of the utility conflicts and provide recommendations for sites to perform utility locating. Arrange a meeting with MnDOT to review the report and Preliminary SUE Plans. After the meeting, update the draft report and create the final report with the agreed sites to perform utility locating and any pertinent minutes from the meeting.

(A) Preliminary Utility Conflict Analysis Draft Report
1) Deliverable: Report
   Deliver to MnDOT Project Manager electronically either by email or FTP site.
3) Due: Within 50 business days of Notice To Proceed.

(B) Preliminary Utility Conflict Analysis Meeting
1) Deliverable: Meeting minutes.
   Deliver to MnDOT Project Manager electronically either by email or FTP site.
3) Due: Within 50 business days of Notice To Proceed.
4) Standard: Minutes will include attendee names, phone numbers and emails; a list of discussion items; decisions made; actions to be performed.

(C) Preliminary Utility Conflict Analysis Final Report
1) Deliverable: Report
   Deliver to MnDOT Project Manager electronically either by email or FTP site.
3) Due: Within 55 business days of Notice To Proceed.
4) MnDOT Review: Five business days.
5) Contractor Update: Five business days.

11.8 Utility Locating and Certified SUE Plans
Perform utility locating at all sites described in the Preliminary Utility Conflict Analysis Final Report. All bidders are to bid 20 sites for performing locating, including the three listed in the SPRWS section, for the purposes of creating an equal scope for bidding on this Contract.

Create the Certified SUE Plans using MnDOT CADD Level 2 Data Standards. These plans will include all the information from the Preliminary SUE Plans and include all the information gathered from utility locating.

(A) Deliverable: 20 sites for QL A locating and certified SUE Plans based on utility designating and locating field work.

(B) Format: One hardcopy, a PDF file, and original microstation and geopak files. Deliver electronic files to MnDOT Project Manager electronically either by email or FTP site. Deliver hardcopies to MnDOT Project Manager.

(C) Due: Within 60 business days of Notice To Proceed.

(D) MnDOT Review: Five business days.
Contractor Update: Update and resubmit the deliverable to MnDOT within 10 business days of receiving MnDOT review comments.

11.9 Coordination With Utility Owners
Create Utility Information Sheets by coordinating with utility owners.

11.9.1 SUE Information Meeting
Arrange, coordinate, and facilitate a SUE Information meeting. Invite the MnDOT Project Manager and all identified utility owners.
MnDOT will provide a brief presentation describing the I-35E MNPASS Project. The MnDOT Utility Agreements and Permits Unit representative will explain the design-build and MUA processes to clarify the roles, responsibilities, and expectations of all involved.
Contractor will present the certified SUE plans and provide electronic PDF files to each utility owner. Explain all conflicts that have been identified. Facilitate discussion with utility owners to determine preliminary plans for resolving the utility conflicts. Specifically ask if any utilities propose to move their utilities before the project or during the project and if the relocation of one utility requires close coordination with another utility.
MnDOT will provide the meeting facilities. Contractor will coordinate with MnDOT to find an available meeting facility.
Provide minutes of the meeting to MnDOT.

(A) Deliverable: Meeting minutes.

(B) Format: Electronic Microsoft Word 2010 document (docx extension). Deliver to MnDOT Project Manager electronically either by email or FTP site.

(C) Due: After Preliminary Utility Conflict Analysis Meeting and within 55 business days of Notice To Proceed.

(D) Standard: Minutes will include attendee names, phone numbers and emails; a list of discussion items; decisions made; actions to be performed.

(E) MnDOT Review: Five business days.

(F) Contractor Update: Update and resubmit the deliverable to MnDOT within 5 business days of receiving MnDOT review comments.

11.9.2 Utility Information Sheets
Complete a Utility Information Sheet (UIS) for each utility conflict on the project.
Assign a Utility Company Number to each utility owner. Each UIS should represent one localized and contiguous conflict point, and not multiple conflict points on one utility facility. For example, if a 5000-foot long fiber optic cable exists and it will be in conflict three separate times at stations 100, 450, and 1700, then create three UIS sheets, one for each conflict point. Do not create one UIS sheet and say the 5000-foot long fiber optic is in conflict three times at stations 100, 450, and 1700.
Specifically ask each utility owner if any of their facilities contain transite materials, and document results on the UISs.
If the utility owner wants to have the Design-Build Contractor perform the utility relocation, then the SUE Contractor will create two UISs for each conflict; one UIS with costs shown, and one UIS without costs shown.
Attempt to complete the UISs on your own by coordinating with the utility owners. Completing the UIS will be a cooperative effort between the Contractor and the utility owner. Fill out the Existing Condition, Proposed Resolution, and Resolution Conditions sections of the
Provide a recommendation to MnDOT on whether a Utility Workshop should be held to resolve complicated, expensive, or controversial utility conflicts taking into account the risk that facility may pose to the project.

Arrange meetings with MnDOT to review each draft UIS and recommend the preferred final decision. MnDOT will direct the Contractor on the course of action to be taken and the Contractor will update the Final Decision section.

Upon MnDOT approval of the UIS the Contractor will send the final UIS to the proper utility owner to obtain their signature in the Final Decision section. The Final Decision section is the only section that requires signatures from all three parties; MnDOT, the utility owner, and the GEC. On this form the GEC stands for General Engineering Contractor, and is the SUE Contractor executing this Contract.

(A) Deliverable: Utility Information Sheets for each utility conflict.


(C) Due: Within 75 business days of Notice To Proceed or before Nov. 9, 2012.

(D) MnDOT Review: Five business days.

(E) Contractor Update: Update and resubmit the deliverable to MnDOT within 10 business days of receiving the MnDOT review comments.

11.9.3 Utility Workshops

Provide a recommendation to MnDOT on whether a Utility Workshop should be held to resolve complicated, expensive, or controversial utility conflicts taking into account the risk that facility may pose to the project. If a utility workshop is necessary, then arrange, coordinate, and facilitate the workshop. Invite the MnDOT Project Manager and the specific utility owner. MnDOT can provide the meeting facilities. The workshop may be held at the utility owner’s location. Contractor will coordinate with MnDOT and the utility owner to find an available meeting facility.

At the workshops, MnDOT, the SUE Contractor, and the utility owner will review and update the Existing Conditions section and fill out or verify the Proposed Resolution and Resolution Conditions section of each UIS. The Contractor will complete these sections by the end of the workshop.

Additional, utility workshops may need to be scheduled to resolve complicated conflicts and complete the UISs.

All bidders are to bid 5 workshops for the purposes of creating an equal scope for bidding on this Contract. Of those 5, two will be for SPRWS alone.

(A) Deliverable: 5 utility workshops with meeting minutes.

(B) Format: Electronic Microsoft Word 2010 document (docx extension). Deliver to MnDOT Project Manager electronically either by email or FTP site.

(C) Due: Before UIS sheets are due.

(D) Standard: Minutes will include attendee names, phone numbers and emails; a list of discussion items; decisions made; actions to be performed.

11.10 Update Certified SUE Plans within 90-Days Before Letting

Within 90-days of the project letting, contact Gopher State One Call and request a new Owner Inquiry (Information) Ticket. Currently, project letting is schedule between May and
September 2013. Contact any utility companies that may be on the new list, but not on the list attached. Perform all tasks in this Contract for the new utility companies.

Within 90-days of the project letting, contact all known utility companies within the project limits and verify if their facilities have changed as shown on the Certified SUE Plans. Perform all tasks in this Contract as needed to update the Certified SUE Plans and UISs to reflect the changes that may have occurred.

Create a memo explaining that an Owner Inquiry (Information) Ticket has been received within 90-days of project letting, and that all utility companies have verified that the Certified SUE Plans are up to date within the 90-days before letting timeframe.

(A) Deliverable: Updated Certified SUE Plans with memo.
(B) Format: One hardcopy, a PDF file, and original microstation and geopak files. Deliver electronic files to MnDOT Project Manager electronically either by email or FTP site. Deliver hardcopies to MnDOT Project Manager.
(C) Due: Before project letting and within 90-days of project letting.
(D) MnDOT Review: Five business days.
(E) Contractor Update: Update and resubmit the deliverable to MnDOT within 10 business days of receiving the MnDOT review comments.

11.11 SP 6280-367 Estimated Utility Cost Report
Create a report that estimates the cost of utility relocation for the SP 6280-367 project using the data from the UISs. The report must subtotal the utility relocation for each utility owner and then show the total utility relocation cost for the entire project.

(A) Deliverable: Report
(B) Format: Electronic Microsoft Word 2010 document (docx extension). Deliver to MnDOT Project Manager electronically either by email or FTP site.
(C) Due: Within 75 business days of Notice To Proceed or before Nov. 9, 2012.
(D) MnDOT Review: Five business days.
(E) Contractor Update: Five business days.

12 Items Provided By MnDOT
(A) MnDOT CADD base files
(B) MnDOT lighting records
(C) MnDOT TMS records
(D) Some SPRWS records
(E) Meeting facilities
**MnDOT DESIGN-BUILD PROJECT**  
Utility Co. #  Conflict #

**PRELIMINARY UTILITY INFORMATION SHEET**  
Original Conflict #(s) __________________

Utility Owner: ____________________________  [ ] Public  [ ] Private

<table>
<thead>
<tr>
<th><strong>Existing Condition</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. General Location: ___________________________________________________________________</td>
</tr>
<tr>
<td>2. Utility Type:  [ ] Electric  [ ] Gas  [ ] Telecommunications  [ ] Water  [ ] Sanitary  [ ] Fiber Optic  [ ] Other __________________________</td>
</tr>
<tr>
<td>3. Location by:  [ ] Utility plat maps;  [ ] Field located and surveyed:  [ ] Yes  [ ] No;  [ ] Pothole  [ ] Yes  [ ] No  If pothole, #: __________________</td>
</tr>
<tr>
<td>4. Station: ___________________________ to Station: ___________________________  Dist. from CL: ___________________________  Rt./Lt. or To: ___________________________</td>
</tr>
<tr>
<td>5. Utility size &amp; materials: ___________________________</td>
</tr>
<tr>
<td>6. Encased:  [ ] No  [ ] Yes, if so size &amp; material: ___________________________</td>
</tr>
<tr>
<td>7. In R/W by:  [ ] Own Property  [ ] Easement (attach copy)  [ ] Permit</td>
</tr>
</tbody>
</table>

This section completed by:  
MnDOT: ___________________________  Utility Co: ___________________________  GEC: ___________________________  Date: ____________

**Proposed Resolution (Utility Conflict Workshop)**

1. Utility proposed to be:  [ ] Left Alone  [ ] Modified  [ ] Removed  [ ] Relocated  [ ] Upgraded  [ ] Abandoned  Conflict with: ___________________________  
2. This utility may be modified/relocated: ___________________________  
3. Other proposed action: ___________________________  
4. Detailed plan sheet attached:  [ ] Yes  [ ] No  

This section completed by:  
MnDOT: ___________________________  Utility Co: ___________________________  GEC: ___________________________  Date: ____________
### Resolution Conditions (as determined by Utility Company)

1. Utility proposed to be:  
   - [ ] Left Alone  
   - [ ] Modified  
   - [ ] Removed  
   - [ ] Relocated  
   - [ ] Upgraded  
   - [ ] Abandoned

2. Station: ______________________ to Station: ______________________  
   Dist. from CL: ______________________ Rt./Lt. or To: ______________________

3. Utility to be in:  
   - [ ] MnDOT R/W  
   - [ ] Other public R/W  
   - [ ] Easement (attach copy)  
   - [ ] Utility-owned Land

4. Who is to do the design?  
   - [ ] Utility Company (UC)  
   - [ ] Design-Build Contractor (DBC)

5. Who is to do construction/relocation?  
   - [ ] Utility Company (UC)  
   - [ ] Design-Build Contractor (DBC)

6. UC to perform inspection?  
   - [ ] No  
   - [ ] Yes, if so conditions: ______________________

7. Number of days required for prior notification by DBC for construction relocation by UC: _____ days

8. Number of days required to complete construction: _____ days; Design: _____ days

9. Any construction details unique to this location?  
   - [ ] No  
   - [ ] Yes, Describe: ______________________

10. Utility can only be disconnected for: ___________ days/hours

11. Est. conceptual cost for: Design $ _____ + Construction $ ______________ = $ ________  
    * see itemized estimate for further breakdown

12. Estimated cost for betterments (to be paid by the UC):  
    $___________

13. Total cost of relocation:  
    $___________

   This section completed by:  
   MnDOT: _______________ Utility Co: _______________ GEC: __________ Date: __________

---

### FINAL DECISION:  

- [ ] Left Alone  
- [ ] Modified  
- [ ] Removed  
- [ ] Relocated  
- [ ] Upgraded  
- [ ] Abandoned

Explain: ______________________

   This section completed by:  
   MnDOT: _______________ Utility Co: _______________ GEC: __________ Date: __________
<table>
<thead>
<tr>
<th>Utility Owners: Results from GSOC Request</th>
<th>Utility Owners: MnDOT has on owner</th>
<th>Contact Name</th>
<th>Contact Address</th>
<th>Contact Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Access Communication Tech</td>
<td>Access Communications Incorporated</td>
<td>Mike Dahle</td>
<td>5005 Cheshire Parkway, Suite 1, Plymouth, MN 55446</td>
<td>763-545-9998</td>
</tr>
<tr>
<td>City of Little Canada</td>
<td></td>
<td>Bill Dircks</td>
<td>515 Little Canada Road East, MN 55117</td>
<td>651-766-4049</td>
</tr>
<tr>
<td>City of Maplewood</td>
<td></td>
<td>Scott Schultz</td>
<td>1902 County Rd. B. East, Maplewood, MN 55109</td>
<td>651-746-4689</td>
</tr>
<tr>
<td>City of Roseville</td>
<td></td>
<td>Tony Thury</td>
<td>2660 Civic Center Drive, Roseville, MN 55113</td>
<td>651-792-7053</td>
</tr>
<tr>
<td>Comcast</td>
<td></td>
<td>Scott Rupert</td>
<td>2611 Fairview Ave. N., Roseville, MN 55113</td>
<td>651-493-5127</td>
</tr>
<tr>
<td>MCI</td>
<td>Verizon Business</td>
<td>Dean Boyer</td>
<td>Texas</td>
<td>972-729-6322</td>
</tr>
<tr>
<td>Metro Waste Commission</td>
<td>Metropolitan Council, Environmental Services</td>
<td>Scott Dentz</td>
<td>3565 Kennebec Drive, Saint Paul, MN 55122</td>
<td>651-602-4503</td>
</tr>
<tr>
<td>Qwest</td>
<td>CenturyLink</td>
<td>Brandon Elverum</td>
<td>390 Commerce Drive, Woodbury, MN 55125</td>
<td>651-312-5213</td>
</tr>
<tr>
<td>St. Paul Water Utilities</td>
<td>I’ll check both Public Works and Saint Paul Regional Water Services for correct contact.</td>
<td>Graeme Chaple</td>
<td>1900 Rice Street, Saint Paul, MN 55113</td>
<td>651-266-6882</td>
</tr>
<tr>
<td>TTM Operating Corp.</td>
<td>No listing, but GSOC has a phone number.</td>
<td>Dave Smith will get me info.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Magellan Midstream Partners</td>
<td>Magellan Pipeline Company, LP is a subsidiary of Magellan Midstream Partners</td>
<td>David Mains</td>
<td>One Williams Center, MD 27-2, Tulsa, OK 74172</td>
<td>918-574-7344</td>
</tr>
<tr>
<td>Xcel Energy Electric Distribution</td>
<td></td>
<td>Shane Peterson</td>
<td>1518 Chestnut Ave. North, Minneapolis, MN</td>
<td>612-337-2343</td>
</tr>
<tr>
<td>Service Provider</td>
<td>Contact Name</td>
<td>Address</td>
<td>Phone Numbers</td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------------</td>
<td>----------------------------------------------</td>
<td>--------------------------------</td>
<td></td>
</tr>
<tr>
<td>Xcel Energy Gas</td>
<td>John Browsers</td>
<td>825 Rice St., St. Paul, MN 55117</td>
<td>651-229-5515</td>
<td></td>
</tr>
<tr>
<td>Ramsey County Public Works</td>
<td>Joe Hugo</td>
<td>1425 Paul Kirkwold Drive Arden Hills, MN 55112</td>
<td>651-266-7141 Cell: 612-325-8156</td>
<td></td>
</tr>
<tr>
<td>St. Jude Medical</td>
<td>Mark Lester</td>
<td>One Lillehei Plaza, St. Paul, MN 55117-9913</td>
<td>651-483-2000</td>
<td></td>
</tr>
<tr>
<td>Sprint Long Distance</td>
<td>Dan Hilliard</td>
<td>849 Earl Street, Saint Paul, MN 55106</td>
<td>Cell: 612-414-2089 651-772-6714</td>
<td></td>
</tr>
</tbody>
</table>

DISCLAIMER: The information in this exhibit is not guaranteed to be accurate. The Contractor is responsible for identifying all utilities that are within the project limits, and is responsible for identifying the correct utility owner name and contact information.

---

1 Gopher State One Call results received on June 15, 2012.
2 Information confirmed by phone during the week of June 18, 2012.
3 Contact information was verified to be correct by phone confirmation during the week of June 18, 2012.