# Wadena County, MN Board Action Form

| Action Requested | |
|---|---|
| ☒ Action/Motion | ☐ Report |
| ☐ Discussion | ☐ Resolution |
| ☐ Information Item | ☐ Other |
| ☐ Consent Agenda Item | |

**SAP 080-618-012 Engineering Design Services Contract**

| | |
|---|---|
| Date of Meeting: 2/24/26 | Total time requested: 2 minutes |
| Department Requesting Action: Highway Department | |
| Presenting Board Action/Discussion at Meeting: Anthony Maule, P.E. , County Engineer | |

**Background** ☒ Supporting Documentation enclosed

The Wadena County Highway Department advertised a Request For Proposal for Engineering design services for the replacement of Bridge 80509 located on CSAH 18 in Huntersville. Proposals were received from 7 different consulting firms and were evaluated on the basis of the criteria set forth in the Request For Proposal. All proposals were found to meet the required qualifications criteria and based on the evaluation of not to exceed costs, Interstate Engineering's proposal was found to offer the best value. Attached is a summary of the proposal evaluation and a contract for design services with Interstate Engineering for approval. Replacement of Bridge 80509 (Project SAP 080-618-012) is on the approved Highway Department 5 Year Plan and is currently scheduled for 2028.

**Options** ☐ Supporting Documentation enclosed

**Recommendation** ☒ The Wadena County Board of Commissioners approves the following by Motion:

Approve the attached Design Services Contract with Interstate Engineering for the design of SAP 080-618-012.

| **Financial Implications: $63,210.00** | Comments |
|---|---|
| Funding Source: Road & Bridge Fund 13-324-000-0000-6603 (CSAH Regular Construction) | |
| Budgeted: ☒Yes ☐No | |

| **Action** | **Voting in Favor** | **Voting Against** |
|---|---|---|
| Motion: | ☐ Noon | ☐ Noon |
| Second: | ☐ Winkels | ☐ Winkels |
| ☐ Passed | ☐ Stearns | ☐ Stearns |
| ☐ Failed | ☐ Kreklau | ☐ Kreklau |
| ☐ Tabled | ☐ Kangas | ☐ Kangas |

**Signatures**

STATE OF MINNESOTA}
COUNTY OF Wadena}
I, Heather Olson, County Auditor/Treasurer, Wadena County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Wadena County in Wadena, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

SAP 080-618-012 Design Proposal Evaluation

2/12/2026

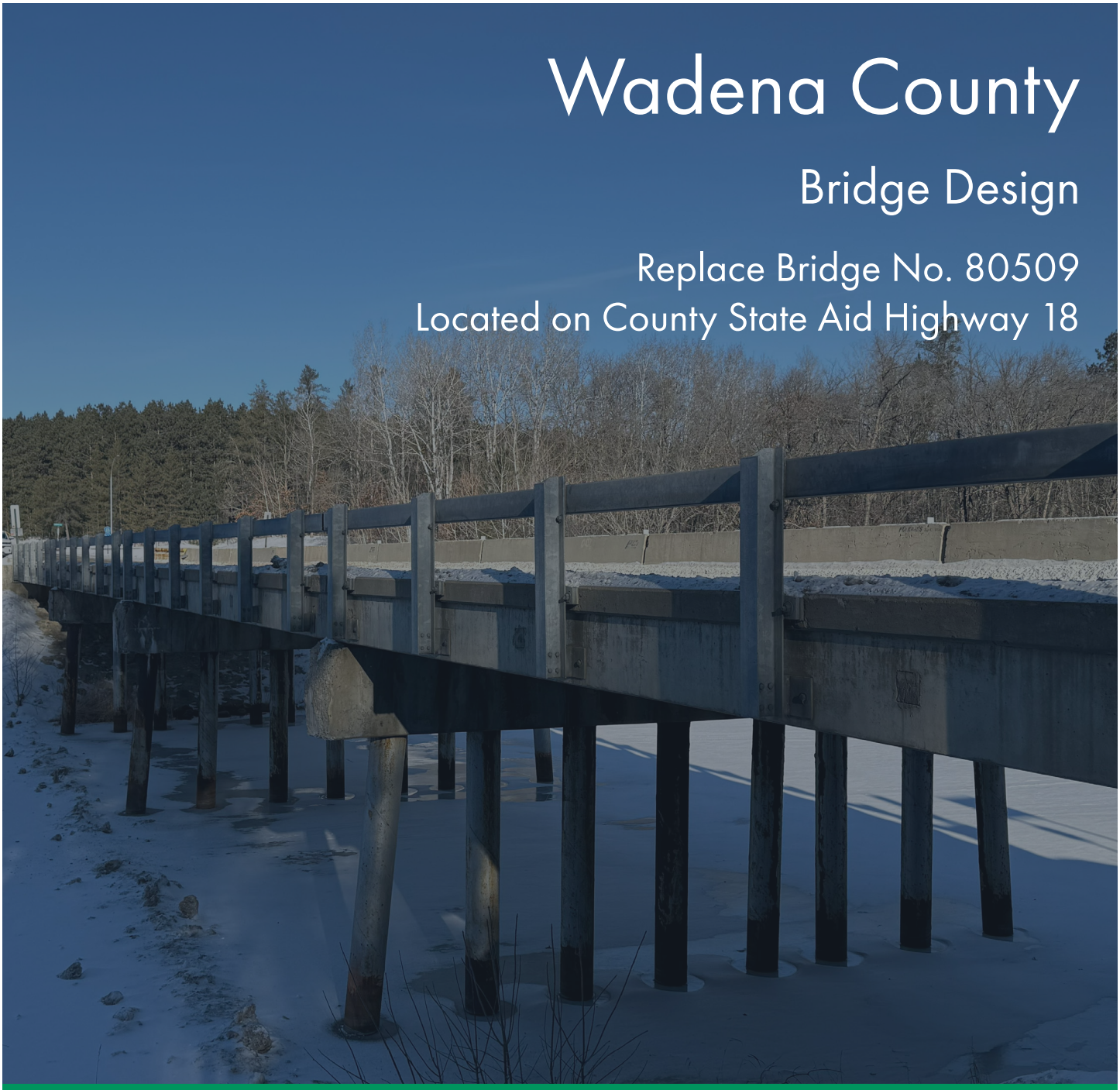
| Proposer | Meets Minimum Qualifications | Cost (Design) |
|---|---|---|
| **Bolton & Menk Inc.** | X | $121,412 |
| **Erickson Engineering** | X | $102,700 |
| **Interstate Engineering** | X | $63,210 |
| **KLJ** | X | $84,562 |
| **LHB** | X | $102,814 |
| **Widseth** | X | $66,633 |
| **WSB** | X | $217,307 |

INTERSTATE ENGINEERING

# Wadena County

## Bridge Design

Replace Bridge No. 80509
Located on County State Aid Highway 18



Professionals You Need, People You Trust.

www.interstate.engineering

# A LETTER FROM OUR TEAM

February 6, 2026

Mr. Anthony Maule, PE
Wadena County Engineer
Wadena County Highway Department 221 Harry Rich Drive
Wadena, MN 56482

RE: Wadena County Request for Proposals - Replacement of Bridge No. 80509 on Wadena CSAH 18

Dear Mr. Maule,

Interstate Engineering, Inc. is pleased to submit our proposal for design services to replace Wadena County Bridge No. 80509. We have provided engineering services on similar bridge replacement projects for numerous counties throughout the region, including five bridge projects for the City of Fergus Falls and several other municipal bridges across our region.

Interstate Engineering has employees with the knowledge, experience, and capabilities applicable to the proposed project. We also hand-select the most qualified individuals for each job, considering their expertise and current workload. We aim to provide our clients with quality projects that meet or exceed expectations.

Our office in Fergus Falls, Minnesota, will serve as the project headquarters for this Wadena County bridge replacement project. We are confident in our team and its ability to meet your needs. We look forward to working with you on the successful completion of this project. If you want to discuss any aspect of our proposal or need additional information, please contact me at (218) 739.5545.

Respectfully Submitted,
INTERSTATE ENGINEERING, INC.

Holly Wilson

Holly Wilson, PE
Senior Project Manager
Holly.Wilson@interstateeng.com

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INTERSTATE ENGINEERING
1976 - 2026

# Project Approach

## Wadena County Bridge No. 80509

Wadena County Bridge No. 80509 is located approximately 0.1 miles north of Huntersville on CSAH 18, approximately 0.1 miles east of Junction CSAH 25. The structure was built in 1969 and is a 180-foot, 4-span bridge spanning the Crow Wing River. The bridge has a pre-stressed voided slab concrete superstructure with a bituminous overlay supported by concrete piers and abutments. The bridge has a roadway width of 32-feet. The bridge is currently posted for 32 tons. Replacement of this structure will include approximately 1300 feet of road grading from CSAH 25 to Old Bridge Road.

## Project Approach

Our team proposes to deliver the final design plans for the bridge replacement project in the following manner:

- Conduct a design kick-off meeting with the county engineer upon service selection to define design roles and clarify, if necessary.
- Coordinate geotechnical reports hazardous material assessment schedules for the project.
- Complete wetland delineation and coordinate wetland mitigation, as necessary.
- Upon receipt of the topographic survey from the county, the hydrologic study and hydraulic analysis for preliminary structure alternative solutions will be performed.
- Prepare a hydraulic study for county and DNR review.
- Prepare a memo discussing the pros and cons of including costs for a bridge with an off highway motorcycle trail on the bridge and a bridge without a trail.
- Hold a stakeholder review meeting with the county engineer to review preliminary structural replacement alternatives and select an option.
- Identify project impacts to right-of-way and prepare exhibits to assist the county in obtaining any necessary right-of-way.
- Prepare preliminary bridge plans and submit them to the county, District 3 State Aid, and the State Aid Bridge Office for review.
- Based on comments from the District 3 State Aid, State Aid Bridge Office, and the county, prepare detailed bridge and grading plans, including detour and SWPPP, for review by the county engineer, District 3 State Aid, and State Aid Bridge Office.
- Incorporate review comments into the final project plans, opinion of probable construction cost, special provisions division SB, state aid review checklist, and other required state aid paperwork and an AASHTOware BrR file, to be submitted to the county engineer, District 3 State Aid, and State Aid Bridge for signature.

### Structure Selection

We anticipate analyzing up to three bridge structure alternatives for bridge replacement during the preliminary design phase. It will be essential to obtain geotechnical soil investigation recommendations from the project geotechnical consultant early in evaluating bridge options, as the recommended slopes and foundations under the bridge can affect the bridge selection.

### Final Plan Submittal & MnDOT Checklist

Project plans will be developed per MnDOT State Aid guidelines to ensure the county's eligibility for bridge bonding. Due to our previously completed Minnesota county bridge projects and references, our team understands the MnDOT State Aid Bridge design process. Interstate Engineering uses a professional, multi-discipline team concept, drawing from the expertise of our offices to provide the most efficient and effective service possible, thus living our mission and ensuring we continue to be *the professionals you need, the people you trust.*

# Knowledge, Experience, & Personnel

## Knowledge

At Interstate Engineering, we realize counties manage many miles of roads and multiple structures with limited resources. With this in mind, we offer solutions that optimize county resources and strive to meet aging infrastructure needs. Working with counties across the region, our team has extensive experience working with MnDOT District 3 State Aid, the State Aid Bridge Office, and the DNR's Northwest Region. We have worked on Minnesota roads, bridges, structures, and drainage projects for over 30 years. Interstate Engineering's knowledge ensures that a completed project meets applicable standards.

### Connecting Counties

Interstate Engineering develops relationships where we work. These connections mean we become part of your team, understanding needs, and offering results. We have provided bridge replacement planning, survey, environmental, design, and construction engineering services for county clients since 1976. We have provided services similar to those needed for the Wadena County upcoming bridge replacement project throughout this time. Our experienced staff has familiarized ourselves with the project area and environment.

**Structural Engineering**

Structurally sound engineering solutions. Our team is committed to designing cost-effective and structurally efficient bridges (and buildings) that withstand the forces of our world.

**Transportation Engineering**

Getting from Point A to Point B is about more than just a road. Our team can create an innovative and effective project, maximizing efficiency and long-term usability.

**Funding**

Projects start with an idea, but they turn into a reality when the right funding mechanisms are in place. This project anticipates being designed and constructed using bridge bonding.

**Land Surveying**

Knowing the land, boundary lines, and which way the water flows.

**Water Resource Engineering**

Our expertise includes planning, design, and construction services for all types of water resource development needs.

**Project Management**

When you want your project completed on time and according to specifications, trust us for complete project management.

**Construction Observation**

Our approach to construction observation is simple. We assign the most experienced and qualified team members to observe and verify that all practices are done according to plans and specifications.

# Experience

When it comes to clients, Interstate Engineering works hard to maintain a high level of service. Communication throughout the project development process and input from the client and community helps ensure we are designing and constructing what the client needs, not recycling a design from another project. Because of our dedication to client satisfaction, we have many long-standing client relationships, some as long as the company has been in business. The following are a few examples of our experience on similar projects.

## Traverse County Bridge, County Road 76 | SAP 078-598-037

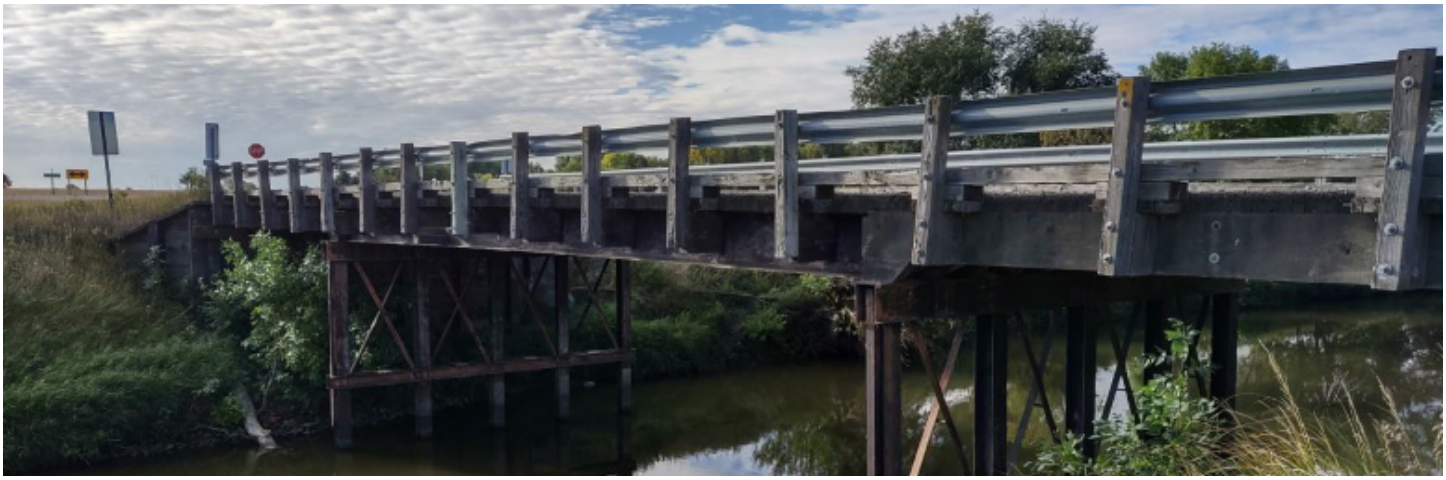
Traverse County, Minnesota

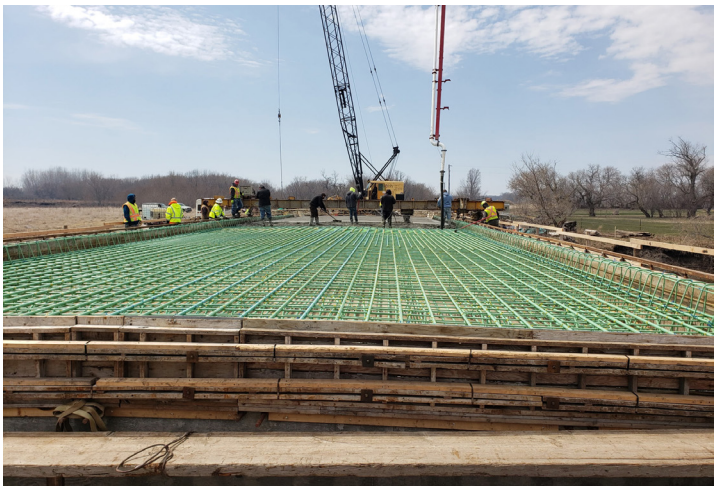
In cooperation with the Minnesota State Aid, Region 4, Traverse County replaced an existing bridge with a 100-foot, 3-span bridge over the Mustinka River on Traverse County Road 76 during the 2019 construction season.

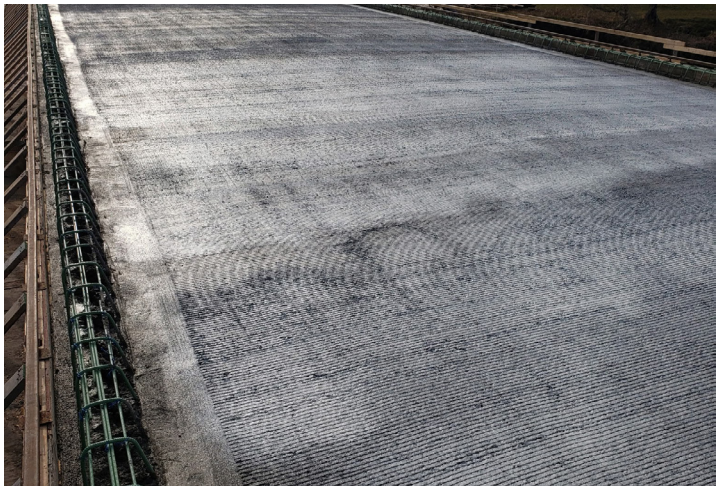
The old bridge was built in 1954 and classified as structurally deficient, with a sufficiency rating of 41.0. The existing center span superstructure consists of steel beams topped with a treated timber deck, and the approach end spans consist of deteriorated timber beams and a timber deck.

The bridge roadway width was 24.2 feet, totaling 97.89 feet. With the bridge's deteriorated condition, it was posted for 11-17-17 vehicle maximum loads.

Interstate Engineering analyzed the existing structure and proposed three replacement alternative structures with USACE HEC-RAS hydraulic modeling. Traverse County ultimately selected to proceed with the final design of a 130-foot, 3-span continuous concrete bridge having a 32-foot bridge opening. Interstate Engineering completed the bridge design per MnDOT criteria.





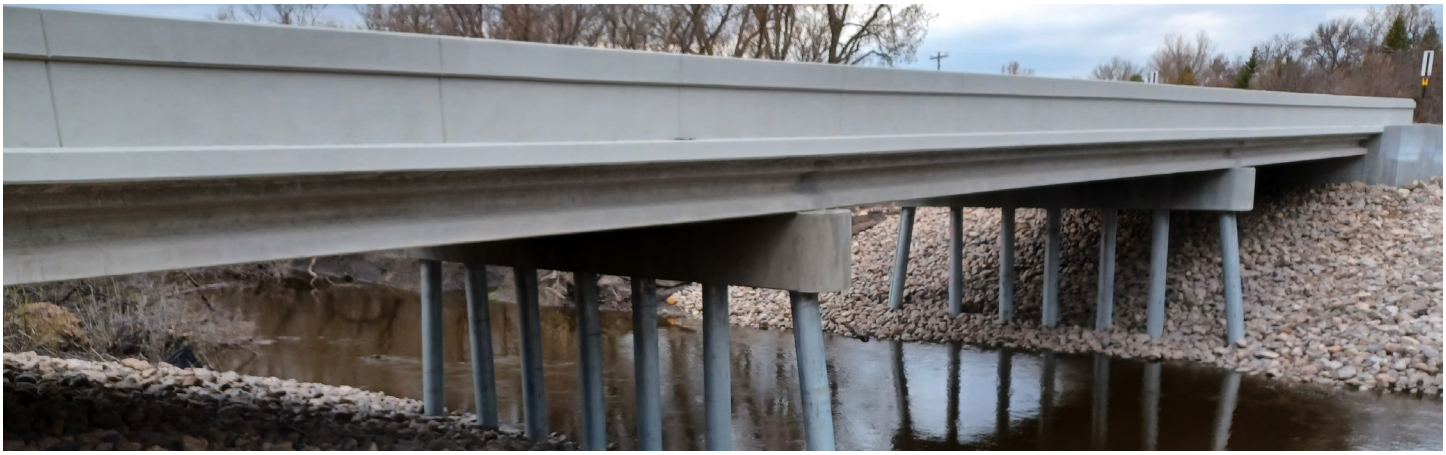


## Wilkin County Bridge Replacements

Wilkin County, Minnesota

Interstate Engineering has provided Wilkin County bridge design services for over 21 years. In that time frame, we have designed eight bridge replacement structures for them, including a bridge constructed in 2022. Several more hydraulic analyses for structure replacements were completed for projects that the Wilkin County Highway Department designed with precast box culverts as the preferred structure replacement. Each of these projects included coordination with the Northwest Region of the DNR to ensure the structures met DNR requirements.

Interstate Engineering completed recent hydraulic studies for Wilkin County on two short steel beam bridges over Rabbit River. Bridge L7352 was a 48-foot 2-span steel beam bridge with a cast-in-place concrete deck. Three bridge alternatives were analyzed, and the county selected a double 14-foot by 11-foot precast reinforced concrete box culvert structure. Bridge L7348 was a 38.5-foot single-span steel beam bridge on 220th Avenue SE with an ADT of 50. After the preliminary engineering and hydraulic analysis of three alternatives, the county selected a double 14-foot by 9-foot precast reinforced concrete box culvert structure. These structures required coordination with the Bois de Sioux Watershed District as both of these structures have drainage areas and peak flows controlled by the North Ottawa Impoundment project. Project hydraulics were completed to comply with Minnesota DNR and MnDOT criteria.



## Otter Tail County Bridge, County Road 8 | SAP 56-608-028

Otter Tail County, Minnesota

In cooperation with Minnesota State Aid, Region 4, and Otter Tail County, we replaced an existing bridge with a 62-foot 2-span bridge over the Otter Tail River on Otter Tail CSAH 8. The bridge was built in 1959 and classified as structurally deficient, with a sufficiency rating of 58.4. The existing bridge consisted of a continuous cast-in-place concrete deck supported by timber substructures. The bridge roadway width was 32.5 feet, with a total deck width of

34.3 feet and a 2-inch bituminous pavement deck-wearing surface. The roadway approach profiles on each end were relatively flat and had reasonable sight distance.

Interstate Engineering analyzed the existing structure and provided five alternative bridge replacement structures with USACE HEC-RAS hydraulic modeling. The alternative bridge structures primarily consisted of two or three spans with precast box beams or continuous concrete configurations. Hydraulic modeling for this project was more challenging than typical rural bridges. Little Pine Lake is located upstream of the existing bridge site, and the dam outlet structure is only 25-feet upstream. The stream water surface profiles were controlled by the outlet structure. Interstate Engineering, working with the Northwest Region of the DNR, provided alternatives that met the DNR's criteria. Otter Tail County ultimately selected to proceed with the final design of a 76-foot, 2-span continuous concrete bridge having a 36-foot bridge opening. Interstate Engineering completed the bridge design per MnDOT criteria. It was constructed in 2021.

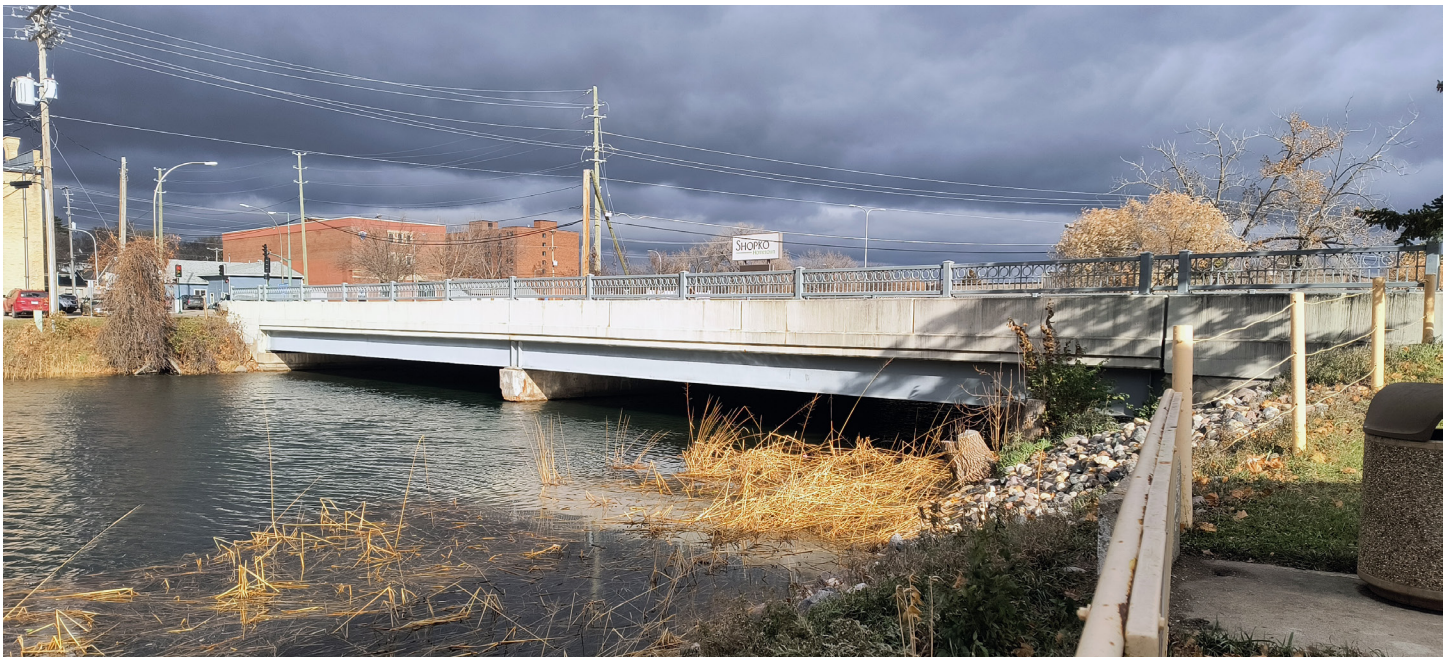
## City of Fergus Falls Bridge Replacement and Rehabilitation Projects

City of Fergus Falls, Minnesota

Interstate Engineering was hired by the City of Fergus Falls to provide design and construction engineering services on five of their Otter Tail River Bridges over the past 25 years:

- Replacement of Concord Street Bridge
- Replacement of South Tower Road Bridge
- Rehabilitation of Cascade Street Bridge
- Replacement of the Union Avenue Bridge
- Replacement of the Lincoln Avenue Bridge

These projects utilized different state aid, federal aid, and bridge bonding funding combinations. They were reviewed and approved by the District 4 State Aid office, the State Aid Bridge office, and the Northwest Region of the DNR.




# Personnel

Interstate Engineering uses the personnel most suited for each project. We consider knowledge, proximity, and availability before assigning anyone to a project. By hand-selecting each team member, we are working towards the best possible outcome for our client from step one. Choosing the staff to create the most dynamic team means we can provide you with a superior end product.

### Holly Wilson, PE

Client Manager (ENG VI) *Fergus Falls, MN*

With over 20 years of experience, Holly has an extensive background working with city and county governments. She has served clients in various roles, including project management, engineering, public administration, and client management. Holly is dedicated to team success through her excellent leadership, attention to detail, and outstanding organizational skills. As the primary point of contact, Holly will help ensure clear communication and foster a collaborative environment. She has comprehensive experience managing public sector projects and coordinating with other government agencies. Her strategic approach to project management results in long-term partnerships and high levels of client satisfaction. Holly will lead with a client-centric focus, driving the project to a successful outcome.

## Alex Schwarzhoff, PE

Bridge Engineer (ENG VIII) *Fergus Falls, MN*

Alex has over 20 years of structural engineering experience. He has been involved in the design of bridge projects across the Great Plains region. Specifically, Alex has completed numerous bridges in Minnesota, working with District 4 State Aid office and the State Aid Bridge office for over 20 years. Alex will serve as this project's bridge design engineer. He will lead the preparation of the plans, specifications, and bridge rating for this project. He works closely with our hydraulic engineers during the preliminary project selection phase and with our project managers and drafting teams during the final design. Alex is also certified in bridge construction inspection. Additionally, Alex is the Fergus Falls office manager, giving him the ability to assign the right team members at the right time, helping to ensure project success.

## Tyler Birchem, PE

Hydraulic Engineer (ENG IV) *Wahpeton, ND*

Tyler focuses on hydrology and hydraulics. Currently serving as the assistant hydrology and hydraulics group leader, he has been involved in bridge design and construction, road design and construction, hydraulic modeling, stormwater system design and construction, public meetings, and funding. He is knowledgeable in Minnesota and North Dakota state regulations.

## Mike Bassingthwaite, PE

QC/QA Principal Hydraulic Engineer (ENG X) *Wahpeton, ND*

Mike has over 27 years of county engineering experience and will review this project's hydrologic and hydraulic studies. The structure selection is started in the hydrologic study phase. Whereas there may be other factors unique to each site or setting that could affect structure selection, the hydrologic and hydraulic needs tend to be the most critical. Mike, working directly with Tyler, collaborates with the structural design engineers and the DNR to select the most suitable structure alternatives for each project site.

## Matt Monke, PE

Structural Designer (ENG III) *Fergus Falls, MN*

Matt is the project's primary structural designer, completing calculations, plans, and specifications for Alex to review. Matt has over three years of experience with structural projects having worked on a variety of bridge, building, and retaining wall projects. Matt is an engineering intern in Minnesota and holds a Bachelor of Science in Civil Engineering from the University of Minnesota.

## Teaguean Knudsen, PE

QC/QA Structural Engineer (ENG IV) *Helena, MT*

Teaguean has over ten years of experience with various structural projects, including Minnesota, North Dakota, and Montana bridges. Teaguean will serve as the QC/QA engineer for this project. He will review all documents for this project for clarity, accuracy, and completeness.

## Mike Fletchall, PLS

Lead Land Surveyor (SURV VII) *Fergus Falls, MN*

Mike has completed boundary, topographic, and right-of-way surveys and provided construction staking for bridges throughout northwestern Minnesota for over 30 years. As the lead surveyor, he will be responsible for determining the right-of-way based on existing plats and surveys and creating right-of-way exhibits with legal descriptions to assist the county in obtaining any additional required right-of-way.

## Alex Janochoski

Wetlands Specialist (TECH IV) *Fergus Falls, MN*

Alex is a dedicated professional with 10 years of experience in construction and landscaping. He has a background in environmental sciences and wetlands, which complements his role as a wildlife biologist. His specialties include environmental assessment, wetlands management, and construction observation, with skills in environmental paperwork, wetland delineations, GIS, and surveying. Passionate about working outdoors, he integrates his environmental expertise with hands-on experience to effectively manage various projects.

## Darren Hungness

Senior Wetlands Specialist (TECH VI) *Alexandria, MN*

Darren is an experienced environmental specialist with a strong wetland management and remediation track record. Over the years, he has built a reputation as the go-to expert for wetland-related projects in the Alexandria area. His deep knowledge of local ecosystems and regulatory requirements has made him the first person many turn to when wetland remediation is a priority. Known for his meticulous approach and commitment to sustainable practices, Darren has successfully led numerous initiatives to restore and protect wetland environments. His expertise and hands-on experience have earned him the trust of both clients and colleagues, making him a recognized leader in his field.

# Preferred Bridge Alternatives

When evaluating bridge alternates, box culverts are typically the most cost-effective option. Still, since the existing structure is 180 feet long, it is unlikely that culverts are the best option for this location. Based on experience, we anticipate the new structure will be an approximately 200-foot long 3-span structure with a 32-foot road width and 35-foot overall width. Referencing similar projects we have completed, we anticipate that a pre-stressed concrete I-Beam bridge or cast-in-place concrete slab span will be the most efficient. Based on the MnDOT "State Aid Bridge Office 2025 Calendar Year-Bridge Cost Report," the cost per square foot for both beam spans and slab spans of this size bridge is approximately $240 per square foot. The approximate cost for a 200-foot long by 35-foot wide bridge at $240 per foot is $1,680,000. The decision on whether to use a beam span or slab span will likely come down to headroom, as slab spans tend to be shorter overall. Ease of construction could also influence the decision as beam spans are a little easier to construct. Other factors, such as debris in the river or ease of access to the site, may also affect the type of structure selected.

# Estimated Construction Costs

Cost not-to-exceed: $63,210

## COST PLAN

*Wadena County Bridge Design - Replace Bridge No. 80509* *February 4, 2026*

| STAFF TYPE | ENG X | ENG VIII | ENG VII | ENG IV | ENG III | SUR VII | TECH IV | TECH III | SUBTOTAL |
|---|---|---|---|---|---|---|---|---|---|
| DESCRIPTION | $280.00 | $242.00 | $227.00 | $182.00 | $167.00 | $203.00 | $137.00 | $122.00 | |
| PRELIMINARY COORDINATION | | | | | | | | | |
| Kick Off Meeting with County | | 3 | | | 3 | | | | $1,227.00 |
| Coordinate Geotechnical Services | | 1 | | | 3 | | | | $743.00 |
| Meet with County & DNR to Review Project | | | 3 | 3 | | | | | $1,227.00 |
| PRELIMINARY COORDINATION SUBTOTAL | | | | | | | | | **$3,197.00** |
| WETLAND DELINEATION | | | | | | | | | |
| Wetland Field Delineation, Reporting, and Wetland Impact Calculations | | | | | | | 20 | | $2,740.00 |
| Permit Applications and Meeting with Stakeholders; DNR, CORPS, LGU | | | 1 | | | | 8 | | $1,323.00 |
| WEtLAND DELINEATION SUBTOTAL | | | | | | | | | **$4,063.00** |
| HYDRAULIC DESIGN | | | | | | | | | |
| Perform Hydraulic Study and Analysis with Alternative Solutions | 2 | | | 10 | | | | 8 | $3,356.00 |
| Submit Hydraulic Study to County and DNR for Review and Comment | | | | 2 | | | | | $364.00 |
| Review Meeting with County to Review Alternatives | | 3 | 3 | | | | | | $1,407.00 |
| HYDRAULIC DESIGN SUBTOTAL | | | | | | | | | **$5,127.00** |
| PRELIMINARY DESIGN | | | | | | | | | |
| Identify Right of Way Impacts to Assist County in Obtaining Any Necessary Right of Way | | 1 | 3 | | 2 | 4 | | 8 | $3,045.00 |
| Prepare Preliminary Bridge Plans for Review and Comment by County, District 4 State Aid and State Aid Bridge | | 1 | | | 20 | | | 20 | $6,022.00 |
| PRELIMINARY DESIGN SUBTOTAL | | | | | | | | | **$9,067.00** |
| DETAIL DESIGN | | | | | | | | | |
| Incorporating Comments from County, District 4 State Aid and State Aid Bridge Prepare Detailed Bridge Plans for Review by County, District 4 State Aid and State Aid Bridge | | 3 | 3 | 10 | 40 | | | 40 | $14,787.00 |
| Incorporate Review Comments from County District 4 State Aid, and State Aid Bridge Prepare Final Bridge Plans. | | 3 | 2 | | 10 | | | 20 | $5,290.00 |
| Prepare additional required State Aid Paperwork for submittal to District 4 State Aid, including Estimate, Special Provisions, State Aid Review Checklist, Lab Services Request and AASHTOware BrR file. | | 3 | 3 | | 30 | | | | $6,417.00 |
| DETAIL DESIGN SUBTOTAL | | | | | | | | | **$26,494.00** |
| BIDDING/CONSTRUCTION | | | | | | | | | |
| Be Available to answer questions during bidding phase of the project. | | 1 | 1 | | 2 | | | | $803.00 |
| Prepare Revised Plan Sheets and Special Provisions as necessary for inclusion in any Addendum | | 1 | 1 | | 2 | | | 4 | $1,291.00 |
| Provide Stool Hieght Information | | | | | 4 | | | | $668.00 |
| BIDDING/CONSTRUCTION SUBTOTAL | | | | | | | | | **$2,762.00** |
| INTERSTATE SUBTOTAL | | | | | | | | | **$50,710.00** |
| GEOTECHNICAL AND HAZARDOUS MATERIAL ASSESMENTS | | | | | | | | | |
| Sub-consultant - Chosen Valley Testing | | | | | | | | | $12,500.00 |
| GEOTECHNICAL AND HAZARDOUS MATERIAL ASSESMENTS SUBTOTAL | | | | | | | | | **$12,500.00** |
| TOTALS | 2 | 20 | 20 | 25 | 116 | 4 | 28 | | **$63,210.00** |

# Sub-Consultants

CVT Chosen Valley Testing, Inc.

Hazardous Waste Assessment & Geotechnical Investigation

CELEBRATING FIFTY YEARS

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INTERSTATE ENGINEERING

1976 – 2026

# EVERYTHING BEGINS **WITH A CONNECTION**

Just as infrastructure connects neighbors and communities, strong relationships built on trust connect our team with clients, building lasting relationships that last beyond a project and stretch into decades.

## CONTACT US


Fergus Falls Office
116 East Washington Avenue
Fergus Falls, MN 56537

(218) 739.5545

www.interstate.engineering


Professionals You Need, People You Trust.

www.interstate.engineering

# Design Services Contract - Interstate Engineering

# SHORT FORM OF AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES

This is an Agreement between **Wadena County** (Owner) and **Interstate Engineering Inc.** (Engineer). Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as **Replacement of Bridge No. 80509** (Project). Engineer's services under this Agreement (Services) are generally identified as **See Appendix 2 Project Approach.**

Owner and Engineer further agree as follows:

1.01 Services of Engineer

A. Engineer shall provide or furnish the Services set forth in this Agreement, and any Additional Services authorized by Owner and consented to by Engineer.

2.01 Owner's Responsibilities

A. Owner shall provide Engineer with existing Project-related information and data in Owner's possession and needed by Engineer for performance of Engineer's Services. Owner will advise the Engineer of Project-related information and data known to Owner but not in Owner's possession. Engineer may use and rely upon Owner-furnished information and data in performing its Services, subject to any express limitations applicable to the furnished items.

1. Following Engineer's assessment of initially-available Project information and data, and upon Engineer's request, Owner shall obtain, furnish, or otherwise make available (if necessary through retention of specialists or consultants) such additional Project-related information and data as is reasonably required to enable Engineer to complete its Services; or, with consent of Engineer, Owner may authorize the Engineer to obtain or provide all or part of such additional information and data as Additional Services.

B. Owner shall provide necessary direction and make decisions, including prompt review of Engineer's submittals, and carry out its other responsibilities in a timely manner so as not to delay Engineer's performance. Owner shall give prompt notice to Engineer whenever Owner observes or otherwise becomes aware of (1) any relevant, material defect or nonconformance in Engineer's Services, or (2) any development that affects the scope or time of performance of Engineer's Services.

3.01 Schedule for Rendering Services

A. If no specific time period is indicated, Engineer shall complete its Services within a reasonable period of time.

B. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's Services is impaired, or Engineer's Services are delayed or suspended, then the time for completion of Engineer's Services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.

4.01 Invoices and Payments

A. Invoices: Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt.

B. Payment: As compensation for Engineer providing or furnishing Services and Additional Services, Owner shall pay Engineer as set forth in this Paragraph 4.01, Invoices and Payments. If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

C. Failure to Pay: If Owner fails to make any payment due Engineer for Services, Additional Services, and expenses within 30 days after receipt of Engineer's invoice, then (1) the amounts due Engineer will be increased at the rate of **1.5%** per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day; (2) in addition Engineer may, after giving 7 days' written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges, and in such case Owner waives any and all claims against Engineer for any such suspension; and (3) if any payment due Engineer remains unpaid after 90 days, Engineer may terminate the Agreement for cause pursuant to Paragraph 5.01.A.2.

D. Reimbursable Expenses: Engineer is entitled to reimbursement of expenses only if so indicated in Paragraph 4.01.E or 4.01.F. If so entitled, and unless expressly specified otherwise, the amounts payable to Engineer for reimbursement of expenses will be the Project-related internal expenses actually incurred or allocated by Engineer, plus all invoiced external expenses allocable to the Project, including Engineer's subcontractor and subconsultant charges, with the external expenses multiplied by a factor of **1.1, unless geotechnical services, then a factor of 1.15 is applicable**.

1. Hourly Rates. Owner shall pay Engineer for Services as follows:

a. An amount equal to the cumulative hours charged to the Project by Engineer's employees times standard hourly rates for each applicable billing class, plus reimbursement of expenses incurred in connection with providing the Services.

b. Engineer's Standard Hourly Rates are attached as Appendix 1.

c. **The Standard Hourly Rates and Reimbursable Expenses Schedule will be adjusted annually (as of approximately February of each year) to reflect equitable changes in the compensation payable to Engineer.**

d. The total compensation for Services and reimbursement of expenses is estimated to be **$63,210**.

E. Additional Services: For Additional Services, Owner shall pay Engineer an amount equal to the cumulative hours charged in providing the Additional Services by Engineer's employees, times standard hourly rates for each applicable billing class; plus reimbursement of expenses incurred in connection with providing the Additional Services. Engineer's standard hourly rates are attached as Appendix 1.

5.01 Termination

A. Termination for Cause

1. Either party may terminate the Agreement for cause upon 30 days' written notice in the event of substantial failure by the other party to perform in accordance with the terms of the Agreement, through no fault of the terminating party.

    a. Notwithstanding the foregoing, this Agreement will not terminate under Paragraph 5.01.A.1 if the party receiving such notice begins, within 7 days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt thereof; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30-day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein will extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. In addition to its termination rights in Paragraph 5.01.A.1, Engineer may terminate this Agreement for cause upon 7 days' written notice (a) if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional, (b) if Engineer's services for the Project are delayed or suspended for more than 90 days for reasons beyond Engineer's control, (c) if payment due Engineer remains unpaid for 90 days, as set forth in Paragraph 4.01.C, or (d) as the result of the presence at the Site of undisclosed Constituents of Concern as set forth in Paragraph 6.01.I.

3. Engineer will have no liability to Owner on account of any termination by Engineer for cause.

B. Termination for Convenience: Owner may terminate this Agreement for convenience, effective upon Engineer's receipt of notice from Owner.

C. Payments Upon Termination: In the event of any termination under Paragraph 5.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement, and to reimbursement of expenses incurred through the effective date of termination. Upon making such payment, Owner will have the limited right to the use of all deliverable documents, whether completed or under preparation, subject to the provisions of Paragraph 6.01.F, at Owner's sole risk.

    1. If Owner has terminated the Agreement for cause and disputes Engineer's entitlement to compensation for services and reimbursement of expenses, then Engineer's entitlement to payment and Owner's rights to the use of the deliverable documents will be resolved in accordance with the dispute resolution provisions of this Agreement or as otherwise agreed in writing.

    2. If Owner has terminated the Agreement for convenience, or if Engineer has terminated the Agreement for cause, then Engineer will be entitled, in addition to the payments identified above, to invoice Owner and receive payment of a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, costs of terminating contracts with Engineer's subcontractors or subconsultants, and other related close-out costs, using methods and rates for Additional Services as set forth in Paragraph 4.01.F.

6.01 General Considerations

A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer. Subject to the foregoing standard of care, Engineer may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.

B. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor will Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to that Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.

C. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.

D. Engineer's opinions of probable construction cost (if any) are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Engineer. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.

E. Engineer shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents, other than those made by Engineer.

F. **Paragraph Omitted**

G. **All intellectual property rights, including, but not limited to, all copyrights, patents, patent disclosures and inventions (whether patentable or not), trademarks, service marks, trade secrets, know-how and other confidential information, trade dress, trade names, logos, corporate names and domain names, together with all of the goodwill associated with the foregoing, derivative works and all other rights (collectively, "Intellectual Property Rights") in and to all documents, work product, and other materials that are invented, created, owned by, licensed to, controlled by or otherwise originated with Engineer whether delivered to Owner under this Agreement or not, shall be owned by Engineer. Engineer hereby grants Owner a non-exclusive, non-assignable, non-transferrable, non-sublicensable, revocable license, to use the documents created by Engineer in furtherance of the Project and delivered to Owner (whether complete or incomplete) solely for the purposes of completing the Project, subject to receipt by Engineer of full payment due and**

**owing for all Services relating to preparation of such documents, and subject to the following limitations:**

1. Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer;

2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and subconsultants;

3. Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and subconsultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; ~~and~~

4. ~~such~~ **any** limited license **granted** to Owner shall not **grant or** create any rights ~~in~~ **to** third parties**; and**

5. **Nothing herein limits the Engineer's right of use or reuse of Previously/Independently Created Works or any of Engineer's non-Document work product.**

6. **Engineer reserves all rights not expressly granted to Owner in this Agreement. Except for any limited licenses expressly granted under this Agreement, nothing in this Agreement grants, by implication, waiver, estoppel, or otherwise, to Owner or any third-party any Intellectual Property Rights or other right.**

7. **Without limiting the generality of the foregoing, nothing in this Agreement shall be interpreted to transfer ownership of or license to Intellectual Property Rights in any video footage prepared by the Engineer whether for this Project or otherwise. Engineer grants to Owner a limited, revocable, non-transferable, non-sublicensable, license to use drone footage captured by Engineer of the Project for purposes of project review which can be limited in time. This license is conditioned on receipt by Engineer of full payment due and owing from Owner.**

8. **such limited license is subject to the remaining section of this Section 6.01.**

H. Owner and Engineer agree to transmit, and accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.

I. Waiver of Damages; Limitation of Liability: To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's officers, directors, members, partners, agents, employees, subconsultants, and insurers, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, from any cause or causes, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to **$100,000** or the total amount of compensation received by Engineer, whichever is greater.

J. The parties acknowledge that Engineer's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.

K. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute will be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

L. This Agreement is to be governed by the laws of the state in which the Project is located.

M. Engineer's Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; or (4) providing legal advice or representation.

7.01 Definitions

A. Constructor—Any person or entity (not including the Engineer, its employees, agents, representatives, subcontractors, and subconsultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.

B. Constituent of Concern—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), lead based paint (as defined by the HUD/EPA standard), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to laws and regulations regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

8.01 Successors, Assigns, and Beneficiaries

A. Successors and Assigns

1. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 8.01.A.2 the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

2. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

B. Beneficiaries: Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

9.01 Total Agreement

A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

Attachments: Appendix 1, Engineer's Standard Hourly Rates

Appendix 2, Project Approach

This Agreement's Effective Date is **February 24, 2026.**

| Owner: | Engineer: |
|---|---|
| Wadena County | Interstate Engineering, Inc. |
| (name of organization) | (name of organization) |
| By: _____ | By: _____ |
| (authorized individual's signature) | (authorized individual's signature) |
| **By signing, I certify that I am authorized to bind the entity to a contract. I also understand that a corporate resolution may be requested as evidence.** | |
| Date: _____ | Date: 2/13/2026 |
| (date signed) | (date signed) |
| Name: _____ | Name: Steve Sullivan |
| (typed or printed) | (typed or printed) |
| Title: _____ | Title: MN Region Vice President |
| (typed or printed) | (typed or printed) |
| Address for giving notices: | Address for giving notices: |
| | 116 E Washington Ave |
| | Fergus Falls, MN 56537 |
| Designated Representative: | Designated Representative: |
| Name: _____ | Name: Holly Wilson |
| (typed or printed) | (typed or printed) |
| Title: _____ | Title: Senior Project Manager |
| (typed or printed) | (typed or printed) |
| Address: | Address: |
| | 116 E Washington Ave |
| | Fergus Falls, MN 56537 |
| Phone: | Phone: (218) 739-5545 |
| Email: | Email: Holly.wilson@interstateeng.com |

INTERSTATE ENGINEERING

# SCHEDULE OF RATES
# ATTACHMENT #1

| | Hourly Rate |
|---|---|
| **Engineers** | |
| ENG I | $137.00 |
| ENG II | $152.00 |
| ENG III | $167.00 |
| ENG IV | $182.00 |
| ENG V | $197.00 |
| ENG VI | $212.00 |
| ENG VII | $227.00 |
| ENG VIII | $242.00 |
| ENG IX | $262.00 |
| ENG X | $280.00 |
| **Surveyors** | |
| SURV I | $113.00 |
| SURV II | $128.00 |
| SURV III | $143.00 |
| SURV IV | $158.00 |
| SURV V | $173.00 |
| SURV VI | $188.00 |
| SURV VII | $203.00 |
| SURV VIII | $218.00 |
| SURV IX | $233.00 |
| SURV X | $255.00 |

| | Hourly Rate |
|---|---|
| **Planners** | |
| PLANNER I | $125.00 |
| PLANNER II | $150.00 |
| PLANNER III | $175.00 |
| PLANNER IV | $200.00 |
| PLANNER V | $225.00 |
| **Landscape Architects** | |
| LA I | $120.00 |
| LA II | $140.00 |
| LA III | $160.00 |
| LA IV | $180.00 |
| LA V | $200.00 |
| **Funding** | |
| FUNDING I | $125.00 |
| FUNDING II | $150.00 |
| FUNDING III | $175.00 |
| FUNDING IV | $200.00 |
| **Administrative** | |
| ADMIN I | $ 93.00 |
| ADMIN II | $100.00 |
| ADMIN III | $107.00 |

| | Hourly Rate |
|---|---|
| **Technicians** | |
| TECH I | $ 92.00 |
| TECH II | $107.00 |
| TECH III | $122.00 |
| TECH IV | $137.00 |
| TECH V | $152.00 |
| TECH VI | $167.00 |
| TECH VII | $182.00 |
| TECH VIII | $197.00 |
| TECH IX | $212.00 |
| TECH X | $235.00 |
| **GIS** | |
| GIS I | $120.00 |
| GIS II | $140.00 |
| GIS III | $160.00 |
| GIS IV | $180.00 |
| GIS V | $200.00 |
| **Information Technologists** | |
| IT I | $145.00 |
| IT II | $195.00 |
| **Expert Witness** | $400.00 |

## CHARGEABLE EXPENSES

Subsistence ..... Actual cost
Subconsultant Services – Geotechnical ... Actual cost plus 15%
Subconsultant Services – Other..... Actual cost plus 10%
Survey Materials Required..... Actual cost plus 25%
Plat Certification per Certification ..... $35.00
Recordation per Monument..... $35.00
24" x 36" Prints per Page ..... $9.00
Other Miscellaneous Project Expenses .... Actual cost

Travel Vehicle..... $0.85 per mile
Survey Vehicle ..... $0.95 per mile
ATV..... $75.00 per day
ATV with Tracks ..... $125.00 per day
UTV..... $150.00 per day
UTV with Tracks ..... $200.00 per day
Snowmobile ..... $200.00 per day

Any and all sales and use tax, TERO or other special fees which apply to this contract.

# Project Approach

## Wadena County Bridge No. 80509

Wadena County Bridge No. 80509 is located approximately 0.1 miles north of Huntersville on CSAH 18, approximately 0.1 miles east of Junction CSAH 25. The structure was built in 1969 and is a 180-foot, 4-span bridge spanning the Crow Wing River. The bridge has a pre-stressed voided slab concrete superstructure with a bituminous overlay supported by concrete piers and abutments. The bridge has a roadway width of 32-feet. The bridge is currently posted for 32 tons. Replacement of this structure will include approximately 1300 feet of road grading from CSAH 25 to Old Bridge Road.

## Project Approach

Our team proposes to deliver the final design plans for the bridge replacement project in the following manner:

- Conduct a design kick-off meeting with the county engineer upon service selection to define design roles and clarify, if necessary.
- Coordinate geotechnical reports hazardous material assessment schedules for the project.
- Complete wetland delineation and coordinate wetland mitigation, as necessary.
- Upon receipt of the topographic survey from the county, the hydrologic study and hydraulic analysis for preliminary structure alternative solutions will be performed.
- Prepare a hydraulic study for county and DNR review.
- Prepare a memo discussing the pros and cons of including costs for a bridge with an off highway motorcycle trail on the bridge and a bridge without a trail.
- Hold a stakeholder review meeting with the county engineer to review preliminary structural replacement alternatives and select an option.
- Identify project impacts to right-of-way and prepare exhibits to assist the county in obtaining any necessary right-of-way.
- Prepare preliminary bridge plans and submit them to the county, District 3 State Aid, and the State Aid Bridge Office for review.
- Based on comments from the District 3 State Aid, State Aid Bridge Office, and the county, prepare detailed bridge and grading plans, including detour and SWPPP, for review by the county engineer, District 3 State Aid, and State Aid Bridge Office.
- Incorporate review comments into the final project plans, opinion of probable construction cost, special provisions division SB, state aid review checklist, and other required state aid paperwork and an AASHTOware BrR file, to be submitted to the county engineer, District 3 State Aid, and State Aid Bridge for signature.

### Structure Selection

We anticipate analyzing up to three bridge structure alternatives for bridge replacement during the preliminary design phase. It will be essential to obtain geotechnical soil investigation recommendations from the project geotechnical consultant early in evaluating bridge options, as the recommended slopes and foundations under the bridge can affect the bridge selection.

### Final Plan Submittal & MnDOT Checklist

Project plans will be developed per MnDOT State Aid guidelines to ensure the county's eligibility for bridge bonding. Due to our previously completed Minnesota county bridge projects and references, our team understands the MnDOT State Aid Bridge design process. Interstate Engineering uses a professional, multi-discipline team concept, drawing from the expertise of our offices to provide the most efficient and effective service possible, thus living our mission and ensuring we continue to be *the professionals you need, the people you trust.*