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MEMORANDUM

TO: Honorable Mayor and City Council and Utilities Commission
c/o Trevor Walter, Gordon Heitke
City of Baxter, Minnesota

FROM: Scott Hedlund, PE

DATE: August 28, 2015

RE: Excelsior Road Improvements
Monthly Project Status Update
SEH No. BAXTE 128763 14.00

A. The following is an update on the status of the various work tasks on the project:

- Construction Start:
 - Preconstruction Conference was held on April 23, 2015.
 - Notice to Proceed was executed May 29, 2015 - the same day the USACE wetland permit was approved.
 - Construction started June 1, 2015.
- Construction Progress:
 - The project is ready for paving and has been for a couple of weeks
 - Paving is planned to start the week of August 31st
 - Final lift paving is planned for late September
 - Excelsior Rd is planned to remain closed to through traffic until the final lift of paving and all striping is placed.
 - There is a signed detour route for Excelsior Road/Jackson Street through traffic via Golf Course Dr/ Hwy 210/ 7th St
 - There is a posted detour route for access to the Arboretum via Hwy 210/ Fairview Rd/ Conservation Drive
 - Access to and from the Arbor Glen apartments and townhomes is to and from the east on Excelsior Rd via Hwy 210/ Fairview Rd/ Conservation Dr and is anticipated to stay that way for the remainder of the project.
 - Cypress Drive north of Excelsior Road is closed and is planned to remain closed until project completion.
 - The East Storm Pond (by the Arboretum) is substantially complete except for topsoiling and turf restoration.
 - The West Storm Pond (at Cypress Drive) is complete.
 - Underground pipe installation work is complete.
 - Roadway grading work is complete
 - The drainage ditch relocation and box culvert relocation work is complete.
 - Concrete curb work is complete, and flatwork is ongoing in conjunction with pedestrian flasher and trail work.
 - Street lighting and pedestrian signal started last week with installation of bases and conduit.
- Construction Progress Payments to the Contractor:

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 416 South 6th Street, Suite 200, Brainerd, MN 56401-3540

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- Application for Payment No. 3 and Change Order Nos. 2 & 3 will be on the September Utilities Commission and City Council agendas for approval.
 - Monthly progress payments will continue through October/November 2015.
- Construction Completion:
 - Contract calls for October 3, 2015 – open to traffic, however Anderson Brothers has advised they may ask for a time extension due to the timing of the City obtaining the USACE wetland permit.

B. Project scope changes:

- There are no unapproved scope changes at this time.

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