

Project Name | Brown's Creek Cove Restoration Project**Date** | 03/04/2026**To / Contact info** | BCWD Board of Managers**Cc / Contact info** | Karen Kill, District Administrator**From / Contact info** | Mike Majeski, Dan Mossing, P.E.**Regarding** | Brown's Creek Cove Final Design & Construction Implementation

Background

BCWD and EOR staff met with the four landowners around the Brown's Creek Cove project area to discuss the potential project and creek corridor restoration. All four landowners have shown interest in moving forward with the project, and BCWD staff are currently working on draft landowner agreements. In January 2026, the BCWD executed a grant with MPCA for Federal 319 funding for engineering services and construction implementation.

Scope of Services

The following scope of services provides a breakdown of tasks and hours to complete draft design and final construction plans, permitting, and construction implementation of the Brown's Creek Cove Restoration Project.

Task 1: 60% Draft through Final Design, Construction Documents

EOR will develop draft and final construction plans, construction cost estimates, project specifications, and prepare a construction project manual for bidding.

- Develop final grade contours and refine excavation / fill quantities needed for permitting & bidding
- Develop a final construction plan and engineer's opinion of probable cost
- Develop construction documents including a stormwater pollution prevention plan (SWPPP), specifications, special provisions, and a project manual

Task 2: Permitting & Related Services

EOR will complete a no-rise certificate and obtain all necessary permits to implement the project.

- A no-rise document will be completed and sent to permitting agencies for review
- Completion of permit applications including the MNDNR Public Waters Work Permit, United States Army Corps of Engineers permit, and all local & watershed permits required for the project
- Complete a MPCA 401 WQ Certification application (now separate from the Army Corps permit)

Task 3: Construction Services

Construction services will include online bidding and bid tabulations, submittals review, contractor recommendation, pre-construction meeting, construction oversight, as-built survey and record drawings, prepare pay applications, and attend meetings to complete the project. Two years of post-construction site inspections and vegetation monitoring will also be completed, including coordination with the contractor to address any maintenance items and invasive species.

- Utilize Quest CDN and tabulate bids

- Prepare bid summary and contractor recommendation memo
- Review construction submittals and hold a pre-construction meeting with the selected contractor
- Mark trees to harvest following pre-construction meeting
- EOR staff will provide construction oversight during the entire window of construction to ensure the project is implemented as designed
- An as-built survey will be completed, and record drawings will be prepared to document project construction inputs
- Review contractor pay requests and prepare pay application memos
- Post-construction site inspections for two years (to be conducted spring & fall)

Deliverables

Deliverables for this scope of services include the following:

- Draft construction plans and construction specifications for BCWD staff and legal counsel review
- Final construction plans and construction specifications / bidding documents
- Project documents (no-rise certificate, MPCA 401 WQ certification)
- Topographic data (electronic files)
- Construction as-built and record drawings, construction photographs
- Construction updates and attend meetings

Project Assumptions

The following is a list of assumptions for this scope of services:

- BCWD to pay the MNDNR Public Waters Work Permit fee
- Cultural resources review will be completed using the Office of the State Archaeologist (OSA) web portal and submission of information to the Army Corps of Engineers & the State Historic Preservation Office (SHPO). It is assumed this will suffice for cultural resources review for this project located entirely on private property
- The proposed design project will not trigger the need for an EAW
- Construction of the project to occur over a 4-week period (weather dependent). EOR will provide construction oversight 4 days a week until substantial project completion but may reduce field visits depending on construction inputs scheduled during each week of construction
- If construction cannot be implemented in 2026, the project will be constructed in the spring of 2027 after the DNR work exclusion date of April 1, with substantial project completion by June 30, 2027

Cost Estimate

Table 1. Cost estimate for Brown’s Creek Cove final design and construction implementation.

Engineering Task	Estimated Hours	Task Schedule	Fee & Expenses*
Task 1: Final Design & Construction Documents	131	March-May 2026	\$23,350
Task 2: Permitting & Related Services	70	May 2026	\$13,600
Task 3: Construction Management	219	Bidding & Contractor Selection (June 2026) Construction (August 2026 or between April-June 2027) Site Inspections & Veg. Maintenance (Spring/Fall 2027-2028)	\$44,200
Total	420		\$81,150

*includes mileage & equipment expenses

Board Action

1. Approve Tasks 1-3 for \$81,150 from account 947-0026 to advance the Brown’s Creek Cove design and construction implementation.