

Memorandum

TO: City Council
FROM: Tom Wesolowski , Public Works Director
DATE: June 15, 2026
SUBJECT: Authorize execution of a professional services agreement for the creation of record drawings for city utilities installed as part of the Hodgson Road Reconstruction, city project 23-02
ITEM NUMBER: 8.k
SECTION: CONSENT AGENDA

REQUESTED MOTION

To authorize execution of a professional services agreement with SRF for the creation of city utility record drawings related to the Hodgson Road Reconstruction, city project 23-02.

INTRODUCTION

The Hodgson Road Reconstruction project is complete and as-built record drawings of the city utilities installed with the project are required. Staff has identified the necessary services and recommends the city council authorize approval of a professional services agreement with SRF.

DISCUSSION

As part of the Hodgson Road Reconstruction project completed by Ramsey County, a number of city utilities were replaced and new utilities installed including water main, sanitary sewer, stormwater and street lights. During construction the alignment, depth, location or other changes from the original design of the utilities were required due to unanticipated underground issues and other conflicts. Typically when a construction project is complete, as-built or record drawings are completed to provide accurate documentation of how the utilities were installed. These drawings are used by staff for operation and maintenance, locating, repair and replacement activities. They are also used to provide information to developers, engineers and contractors working on projects in the city.

SRF completed the design of the Hodgson Road Reconstruction for Ramsey County and typically the engineering consultant that worked on the design completes the as-built drawings. The only county utility included in the project was stormwater collection and treatment and the county decided to create the as-builts in-house and did not include the creation of as-built drawings in the design contract with SRF.

Given the amount of city utilities located in the project area a large number of as-built drawings are required and city staff does not have the capacity to complete the creation of the drawings. Accordingly, staff has negotiated an agreement for professional engineering services with SRF to complete the drawings for an hourly not to exceed fee of \$29,909. A copy of the agreement is attached for reference.

RECOMMENDATION

It is recommended the city council authorize execution of professional services with SRF for the creation of city utility record drawings related to the Hodgson Road Reconstruction, city project 23-02.

ATTACHMENTS

[SRF Proposal](#)