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August 2, 2013

Mr. John Mertens, Senior Planner
Dakota County Office of Planning
14955 Galaxie Avenue West
Apple Valley, MN 55124-8579

John.mertens@co.dakota.mn.us

Re: Proposal for River to River Regional Greenway Master Plan

Dear John & Members of the Selection Committee:

The HKGi team is excited to submit this proposal to prepare a master plan for the River to River Regional Greenway. Through our work on the 2010 Greenway Collaborative Guidebook, 6 Dakota County Greenway Master Planning efforts, and several Greenway feasibility and design projects, we have a deep understanding of Dakota County’s vision for a multi-functional greenway system built on water quality, habitat, recreation, non-motorized transportation, and interpretation. We welcome the opportunity to continue to contribute to this exciting work.

We bring to the project first-hand knowledge of the communities surrounding these corridors. Projects such as the Eagan Comprehensive Plan, Eagan Lockheed Martin Site Redevelopment Study, Patrick Eagan Park Master Plan, the Inver Grove Heights Comprehensive Plan, Inver Grove Heights Trail Gap Plan, Inver Grove Heights Park and Recreation Master Plan, the Lebanon Hills Regional Park Master Plan Update, the Rosemount Regional Greenway Master Plan, the Mendota-Lebanon Hills Regional Greenway Master Plan give us a strong understanding of community context.

We are committed to the collaborative master planning process outlined in our approach and work plan. We have used a similar process in past greenway master planning efforts and feel it has been a successful model for identifying, understanding, and addressing issues and concerns within each corridor.

If selected to do the work, we intend to use past greenway master plan documents as a template for this effort. However, we see the River to River Greenway Master Plan as an opportunity for improvement. One of the first steps in our proposed process is to critically evaluate past work and update content and graphic style.

To provide the comprehensive range of expertise demanded by the project, HKGi has reassembled the team from previous Master Planning efforts. The firms on our team understand the master planning process and final product and will be able to effectively and efficiently collaborate. Bolton & Menk Incorporated will provide civil engineering services related to grade separated crossing feasibility and cost estimating. The 106 Group will assess existing historic resources and develop unique interpretive themes for the corridors.

If you have any questions, please do not hesitate to contact me. We look forward to hearing from you regarding your selection.

Sincerely,

Lil Leatham, PLA, ASLA
Associate
612-252-1727 / lil@hkgi.com
2012 ASLA-MN Honor Award
Metropolitan Council Stormwater Reuse Guide

2012 ASLA-MN Merit Award
Osseo Central Avenue Streetscape

2012 ASLA-MN Merit Award
North Creek Greenway and Minnesota River Greenway Master Plans

2011 Project of the Year Award
City Engineers Association of Minnesota
Osseo Central Avenue Reconstruction

2010 Preservation Award
Minnesota Preservation Alliance
Red Wing Downtown Action Plan

2010 Merit Award for Planning and Research
American Society of Landscape Architects, Minnesota Chapter (MASLA)
Red Wing Downtown Action Plan

2009 Honor Award for Planning and Research
American Society of Landscape Architects, Minnesota Chapter (MASLA)
UMore Park: A University Founded Community

2009 Honor Award for Planning and Research
American Society of Landscape Architects, Minnesota Chapter (MASLA)
Saint Paul Park and Recreation Vision Plan

2007 Merit Award for Planning
American Society of Landscape Architects, Minnesota Chapter (MASLA)
Bassett Creek Valley Master Plan; Minneapolis, MN

2007 Merit Award for Private Landscape Design
American Society of Landscape Architects, Minnesota Chapter (MASLA)
Chevalle, A Country Estate; Chaska, MN

2005 Minneapolis Preservation Award
Minneapolis Heritage Preservation Commission
University of Minnesota Southeast Heating Plant; Minneapolis, Minnesota

2005 Excellence in Affordable Housing Design/Preservation Housing Design Award
Minnesota Housing Finance Agency
Heritage Greens; Cambridge, Minnesota

2004 Award for an Outstanding Plan
American Planning Association, Minnesota Chapter (MnAPA)
Downtown East/North Loop Master Plan; Minneapolis, Minnesota

2003 Merit Award
American Institute of Architects, Minneapolis Chapter
Bloomington Civic Plaza; Bloomington, Minnesota

2003 Award for an Outstanding Plan
American Planning Association, Minnesota Chapter (MnAPA)
Downtown Revitalization Master Plan; Hutchinson, Minnesota

2003 Merit Award for Project Design
American Society of Landscape Architects, Minnesota Chapter (MASLA)
River Flats Master Plan; Hastings, Minnesota

2002 National Merit Award for Public Planning
American Society of Landscape Architects
Mississippi River Greenway Strategic Plan; Dakota County, Minnesota

2002 Award of Excellence
Minnesota Recreation and Park Association
Normandale Lake Bandshell; Bloomington, Minnesota

2002 Preservation Award
Minneapolis Heritage Preservation Commission
Main Street/6th Avenue SE Streetscape; Minneapolis, Minnesota

2002 Project of the Year
Civil Engineering Association of Minnesota
Lock and Dam Road; Hastings, Minnesota

2001 Project of the Year—Environmental Award
Minnesota Public Works Association
Lock & Dam Road Improvements; Hastings, Minnesota

2001 Merit Award for Public Planning
American Society of Landscape Architects, Minnesota Chapter
Taylors Falls Strategic Guide; Taylors Falls, Minnesota
HKGi

Hoisington Koegler Group (HKGi) is a firm of talented planners, landscape architects, and urban designers who share their passion for planning and design with client communities striving to create lasting places of quality. HKGi has over thirty years of experience designing high quality and distinctive public and private spaces on budget and on time. Communities seek HKGi to lead their planning and design efforts because of our ability to creatively synthesize complex program needs and planning issues within a process of community consensus-building.

COLLABORATE
We strive to integrate diverse perspectives into all of our work. We bring together teams of professionals that thrive on a studio approach to design and are passionate about the continuous process of teaching and learning.

LISTEN
In order for design to reflect the unique character of any given place, the natural, cultural, and historical values need to be heard and understood. We will continually listen to clients and stakeholders to ensure we build upon the inherent strengths of the land and consistently provide direction that respects the context of the project at hand.

EXPLORE
By embracing the complexities of our projects we can create new solutions that bring obvious and measurable value to our clients. Our thirst to seek out new connections between people and the land is at the heart of our explorations and is integral to our design process.

CREATE
Only by understanding how a planning principle evolves into a built community asset can we actually begin to see how our work affects the physical character of any given place. We will always strive to carry our conceptual planning ideas forward to built realities so that our plans can have a real and tangible contribution to our culture.
To provide the highest quality master plans, HKGi has assembled a team of leading firms who have a history of working together with Dakota County on Greenway Master Plans since 2010. The HKGi team members were selected specifically for their expertise in greenway, park, recreation and trail design, graphic design capabilities, natural resources, engineering, cost estimating, and cultural interpretation.

Bolton & Menk, Inc. was founded in 1949 by John Bolton and Martin C. Menk, Jr. The firm was incorporated in 1960, and is owned and operated exclusively by the professionals and technicians on the staff. Today, Bolton & Menk has a total of 285 employees, including a professional staff of over 100 engineers and land surveyors. The firm has provided engineering services to over 225 communities and agencies in Minnesota and Iowa, in addition to surveying, land development and environmental services for public and private clients. The firm has offices in Mankato, Fairmont, Sleepy Eye, Burnsville, Willmar, Ramsey and Chaska, Minnesota; and Ames, Iowa.

Bolton & Menk has a broad range of experience in the areas of civil, environmental and transportation engineering, and land surveying. As an independent organization of professional engineers, our selection of design methods and materials is entirely objective and based on experience, knowledge and judgment. Over the years, Bolton & Menk has successfully worked with many communities on a continuous and ongoing basis as the designated city engineering firm. As such, the firm provides continuity, local expertise, familiarity with the community’s engineering needs and cost effective solutions for the community. Bolton & Menk is organized to serve our clients’ needs for a wide range of projects with sound, up-to-date engineering and surveying practices and principles. Projects of all sizes are approached with creative thinking, leading to the best solution according to the economics, construction techniques and aesthetic qualities desired.

The 106 Group began more than 18 years ago as a small, family-owned business founded on the principles of integrity, reliability, creativity, and hard work. Now, as a nationally recognized leader in cultural resources management, planning, and interpretation, we remain committed to our roots. We have the capacity and talent required to be leaders in our field. This leadership is achieved through our excellence, creativity, and commitment to our clients and the communities in which we work. The 106 Group is based in Minnesota with an office in the Washington, DC metro area. We have more than 20 full-time employees, half of whom hold advanced graduate degrees in their respective fields. Most of our staff members have not only national, but also international experience working on heritage sites, planning projects, educational programs, and archaeological jobs. We place the highest value on our professionalism and ability to consistently deliver innovative, quality results. The 106 Group is recognized for our unique leadership in integrating our interdisciplinary staff into true collaboration with clients and stakeholders to produce outstanding results. The 106 Group is certified as a Disadvantaged Business Enterprise (DBE) under 49 Code of Federal Regulations, Part 26 (49 CFR 26), with the Small Business Procurement Program of the State of Minnesota, and as a small- and woman-owned business enterprise (S/WBE) with the Central Certification (CERT) program for St. Paul, Minneapolis, Ramsey County, and Hennepin County.

We offer our services and expertise in the following areas: Interpretive planning, Cultural tourism and strategic planning, Exhibit and site development, Graphic and interactive design, Preservation planning, Compliance laws and process, Archaeology, Architectural history, Tribal relations, Public process, CAD, GIS, GPS, and data technologies, Economic and social evaluation, Grant writing.
HKGI TEAM STAFF AND ROLES

HKGI
HKGi will be the lead consultant firm. HKGi will manage all aspects of the work. HKGi brings a wealth of experience with regional greenway master planning in Dakota County and other communities.

LIL LEATHAM, PLA, project manager and lead greenway planner. Lil will manage the HKGi team and be the primary project contact. Lil has been fortunate to work with Dakota County as a project manager on six Dakota County Regional greenway master plans. In addition, over the past 13 years, she has worked with numerous communities in Minnesota on park and trail projects. She recently completed the Rice Creek North Regional Trail Master Plan Amendment and is currently working in Moorhead, MN on a greenway master plan for the Red River.

GABRIELLE GRINDE, PLA, lead project landscape architect. Gabrielle has been working with Dakota County on Greenway projects since the 2010 Greenway Guidebook. She brings strong graphic capabilities to the project including production of interactive documents. Her recent work on the interactive Metropolitan Council Stormwater Reuse Guide won a 2012 ASLA-MN Honor award for communications. She will be involved in all aspects of the project.

TIM SOLOMONSON and ANNA SPRINGER, project designers. Anna and Tim bring strong technical and design skills to the project. They will provide plan, meeting and graphic design support.

106 GROUP
The 106 Group will lead the cultural resources and development of interpretive themes. HKGi and 106 Group have a long history of collaboration that includes Dakota County Greenway Master Plans, as well as the Great River Park Master Plan and the Miesville Ravine, Thompson and Lake Byllesby Master Plans.

ANNE KETZ, cultural resources and interpretive planning specialist. With over 25 years experience, Anne is a recognized expert in interpretive planning and management. She will guide the cultural interpretive planning efforts.

NATHAN MOE, cultural resources and interpretive planning specialist. Nathan Moe will develop unique interpretive themes and subthemes for each greenway.

BOLTON AND MENK
Bolton and Menk Incorporated will provide civil engineering services related to grade separated crossing feasibility and cost estimating. Bolton & Menk and HKGi are close collaborators and together have planned and built numerous corridor projects and completed several feasibility studies in addition to collaboration on Dakota County Greenway Master Plans and the North Urban Regional Trail preliminary and final design projects.

AARON WARFORD, grade separated crossing analysis and cost estimating. Aaron brings 14 years experience in transportation engineering to the project. In that time he has accumulated a wealth of knowledge of bridge and underpass construction and cost estimating.

DENA KING, grade separated crossing analysis and cost estimating. Dena has been a transportation project engineer for 12 years and brings construction and cost estimating expertise to the project. She is currently working on the North Urban Regional Trail design.

CHRIS CHROMY, grade separated crossing analysis and cost estimating. Chris brings 20 years civil engineering experience to the project. He has a deep history of transportation projects with the county and is currently working on two Greenway implementation projects, one on the North Urban Regional Trail and on the Minnesota River Greenway. He will be a project resource for cost estimating, underpass feasibility, and other technical issues that may arise.
PROJECT UNDERSTANDING

Dakota County is leading a collaborative effort to master plan the River to River Regional Greenway which will connect the Minnesota River Greenway to the Mississippi River Greenway. The master plan will build on Dakota County’s vision to create a regional network of multi-functional greenways with a common design signature. The plans will address the core elements of Dakota County’s Greenway system: water quality, habitat, recreation, non-motorized transportation, and cultural and natural resource interpretation.

The greenway corridor has two defined sub-segments, each with slightly different planning needs as outlined in the RFP. For each corridor sub-segment, we will evaluate alignment alternatives, trailhead and access locations, evaluate grade separated crossings, and present creative solutions to specific design challenges. Based on our team’s past work in Dakota County, Inver Grove Heights, and Eagan, we are aware of some corridor specific issues that may need to be addressed. These potentially include community sensitivity to building paved trails in parks (specifically Lebanon Hills Regional Park and Patrick Eagan Park) and sensitivity to greenways through residential neighborhoods.

The effort will be organized around a collaborative process involving Dakota County, Eagan, Inver Grove Heights, Flint Hills Resources, other key stakeholders/agencies as well as the general public. We understand that an inclusive and flexible master planning process that allows stakeholders to explore options and issues, identify partnerships and discuss concurrent projects is essential. The collaborative process paves the way for master plan approval and future implementation efforts.

The Master Plan documents will follow the framework established by the 2010 Greenway Collaborative Guidebook and the 2012 Minnesota River and North Creek Greenway Master Plans. This framework has now been successfully applied to 6 greenway master plans and has proven flexible in addressing issues, challenges, and innovative solutions unique to each Greenway while maintaining a consistent message, format, and look to Dakota County Regional Greenway Master Plans. Final documents will meet all Metropolitan Council requirements for regional trail/greenway master plans, foster future collaboration, and position the corridors for outside funding.

Other key points of project understanding include:

• The project will begin September 2013 with Draft Plans completed by March 2014. The plans are expected to be adopted by the Met Council by July 2014.

• A Technical Advisory Group (TAG) will be established to oversee the planning process. Four meetings are anticipated.

• The project requires consultant coordination with key stakeholders (agencies and landowners). A total of 6 meetings are anticipated with key stakeholders. One meeting with local historic resource experts is also anticipated.

• The project requires updates to local jurisdictions. A total of 4 presentations to city councils/ community committees are anticipated. Two of these will occur at the end of the project with the goal of obtaining resolutions of support. Two others will occur as needed to provide information or address specific issues or concerns.

• The effort will include public participation/outreach coordinated by the consultant. Outreach will include 2 open house meeting as well as establishing and updating an engaging project website. Established local email lists will be used to increase project awareness.
PROJECT APPROACH

We have assembled a team and organized an approach that is comprehensive and addresses key factors of community support, functionality/feasibility, inspired design, long-term operations and outside funding opportunities. The HKGi team has successfully used a similar approach on past regional greenway master plans. These include the adopted North Creek, Minnesota River, Rosemount, Vermillion Highlands, and the nearly complete Mendota-Lebanon and Lake Marion Regional Greenway Master Plans.

Our approach is rooted in the following key areas:

COLLABORATIVE PROCESS & PUBLIC PARTICIPATION  From our previous work on Dakota County Greenways we have seen first-hand the success of the collaborative master planning process that integrates evaluation and feedback from the Technical Advisory Group (TAG), project stakeholders, and the general public. We understand the importance and value of collaboration with these groups and addressing their concerns during the master planning process. This sets the stage for future collaboration and implementation.

Our approach has 4 main components:

- **TAG** The TAG, made up representatives from Dakota County, Flint Hills Resources, the City Inver Grove Heights and the City of Eagan, will review and comment on the Master Plan content and assist with outreach. We see the TAG as an essential component to stakeholder buy-in, building consensus, and coordinating with other planning efforts.

- **Landowner-stakeholder outreach.** Outreach to key landowners and stakeholders during the planning process will allow the final plans to address specific issues in a collaborative manner and help County staff build relationships that will become essential to implementation long after the master plan is complete.

- **Public Participation.** Our process includes 2 open houses for each greenway; one at the beginning of the master planning process where we will gather input on alternatives and one at the end of the process to review the draft plan. In addition to a traditional open house, we will host a greenway website where the public can follow the planning process and review and comment on project information.

- **Outreach to City Councils and Commissions.** We will work with the TAG on a customized approach to keeping local elected officials informed about the project and process. We will supply project summaries and presentations to the TAG for their use in keeping councils and commissions up to date on the planning process as well as participate in meeting at key junctures in the planning process.
CREATIVE AND FUNCTIONAL GREENWAY PLANNING AND DESIGN  The HKGi team’s approach will result in creative design solutions that meet Dakota County’s Greenway objectives and meet Metropolitan Council’s requirements. We understand that clear, user friendly documents are essential to communicate the greenway intent into the future. Our approach includes:

- Integrating a holistic design process that combines programming, physical design, resource stewardship, and multi-functionality issues
- Building on the design signature outlined in the 2010 Greenway Guidebook and previous greenway master plan documents
- Determining planning level engineering feasibility of and preferred location for potential grade-separated crossings
- Evaluating alignment alternatives based on criteria that weigh greenway goals, technical feasibility, cost, and political feasibility
- Developing viable greenway corridors and alternatives
- Preparing natural resource and stewardship plans
- Identifying water resources and opportunities for water quality improvement
- Inventorying cultural resources and engaging local stakeholders to help identify interpretive themes that can be celebrated in the design
- Identifying projected user demand through a combination of origin/destination analysis, population forecasts and case study evaluation
- Outlining steps for resolution for potential conflict areas
- Identifying strategies for operational rules and general routine maintenance that suggest the who and how of long-term corridor care
- Determining capital and maintenance budgets for alternative and preferred corridors
- Preparing a phased implementation plan
- Creating master plan documents that provide a roadmap for construction and operations, meet Met Council criteria for regional designation, and position the corridors for outside funding opportunities

CLEAR ENGAGING DOCUMENTS AND GRAPHICS  In 2010 HKGi, developed the award-winning Minnesota River and North Creek Greenway Master Plans as a template for future Master Plans. As a first step in the River to River Master Planning process, we will work with County Staff to evaluate that template and the graphic styles used for concept diagrams and make refinements to make the River to River Master Plan even more user friendly and include updated information that reflects lessons learned from greenway implementation over the last 4 years. In this master plan, we propose creating photo visualizations that clearly communicate the greenway width and relationship to adjacent land uses depending on the surrounding context. We place a high priority on delivering graphics that clearly communicate design intent.

STREAMLINED PROCESS  The HKGi Team’s deep understanding of project goals, outcomes and context will allow us to ‘hit the ground running’ and to efficiently manage the project process. The HKGi team is fortunate to have worked with Dakota County on the 2010 Greenway Guidebook and on 6 previous Greenway Master Planning efforts. We have also worked with the County on grant applications and greenway implementation projects. We have strong working relationships with the City of Eagan and the City of Inver Grove Heights. This history will enable us to effectively work with County staff and key stakeholders, efficiently understand project background, previous planning efforts and context, as well as understand the master planning process and product deliverables.
River to River Regional Greenway Master Plan

Technical Advisory Group
- City of Eagan
- City of Inver Grove Heights
- Dakota County
- Flint Hills Resources

HKGi Team
- Lil Leatham (Project Manager)
- Gabrielle Grinde (Lead LA)
- Tim Solomonson (Designer)
- Anna Springer (Designer)
- Bolton & Menk 106 Group

Dakota County
- (Project Lead)
- John Mertens

Project Stakeholder Involvement

Community Participation

Strategic Guidance
- Design
- Cost Estimating
- Engineering Feasibility
- Land Protection
- Project Delivery
- Operations/Maintenance
- Natural Resources Stewardship
- Cultural Resources Interpretation

MASTER PLAN

Regional Greenway Designation
WORK PLAN

Our general work plan is proposed as follows:

PHASE 1 ORGANIZE THE EFFORT (SEPTEMBER 2013)

1.1 Facilitate kick-off meeting with County staff
   We will hold an organizational meeting with staff to refine the work plan and schedule, identify stakeholders, and identify background materials. At this initial meeting we will review previous master greenway plans with a critical eye and identify needed adjustments to graphic styles and content for this master plan document.

1.2 Corridor Tour
   We will facilitate a bicycle tour of the corridor with the core project team.

1.3 Coordinate with County staff to organize the Technical Advisory Group (TAG)
   Anticipated members include representatives from Dakota County, Inver Grove Heights, Eagan, and Flint Hills Resources.

1.4 Collect digital base map materials
   We will collect existing base materials (aerial, GIS parcel & land cover data, natural resources, surface and groundwater, topo, SHPO information, etc.).

1.5 Establish Greenway Master Plan concept map and diagram style
   We will work with County staff to establish an updated look for greenway diagram graphics for clearer understanding of alignments, context and easier orientation. We will also consider multiple scales and diagram uses.

1.6 Review background documents
   We will review previous planning studies and grant applications (including but not limited to, comprehensive plans and park and trail plans for the Cities Eagan and Inver Grove Heights, city and county transportation plans, Minnesota River Greenway Master Plan and Feasibility Study, Rosemount Greenway Master Plan, Dakota County Park System Plan, Dakota County Greenway Guidebook, Lebanon Hills Regional Park Master Plan, cultural resource information, county and local CIPS).

1.7 Review Metropolitan Council Guidelines for greenway/regional destination trail master plans
   We will ensure the greenway master plans include needed sections to meet Metropolitan Council requirements.

1.8 Update project website
   We will update the project website our team has established and maintained for...
previous greenway planning efforts. As part of that effort we will work with County staff to make website changes to make the site more user friendly.

1.9 Prepare project introduction presentation & brochure
This presentation and brochure can be used by TAG members and County Staff to introduce the project to their organizations and posted on the project website.

**PHASE 2 UNDERSTAND WHAT EXISTS (OCTOBER-NOVEMBER 2013)**

2.1 Facilitate coordination meeting with County staff

2.2 Conduct natural resource inventory and analysis (green signature)
Using available city, county and regional data sets, we will prepare a natural resource inventory and analyze natural resource areas based on habitat quality and restoration opportunities.

2.3 Conduct surface and groundwater analysis and prepare inventory report (blue signature)
Using available city, county, watershed and regional data sets, we will identify and analyze existing surface and groundwater resources.

2.4 Identify potential habitat and water quality restoration/preservation areas
Based on analysis of existing habitat and water resources, we will identify opportunity areas for water quality improvements and habitat restoration.

2.5 Conduct cultural resource analysis and prepare inventory report (interpretation)
We will work with the Eagan Historical Society, Dakota County Historical Society and the State Historic Preservation Office to identify cultural resources of national, state and local significance.

2.6 Prepare base mapping and photo inventory
We will prepare greenway corridor maps showing alignment alternatives, along with photos depicting the character of each segment.

2.7 Facilitate TAG #1 kick-off meeting
The first TAG kick off meeting will provide a brief project overview, refine the outreach approach to communities, residents and identify key stakeholders. We will discuss issues and opportunities related to potential alignment alternatives.

2.8 Participate in community/council presentations (2)
We will work with TAG members to identify the best strategy for keeping City staff, councils and commissions informed of the project. We will participate in up to 4 meetings (total) with the Cities of Eagan and Inver Grove Heights. Two of these meetings will occur during phase 5 of the project, but the other two can occur as needed during the project process.
PHASE 3 EXPLORE THE ALTERNATIVES (NOVEMBER 2013-JANUARY 2014)

3.1 Facilitate coordination meeting with County staff

3.2 Identify greenway program for full greenway corridor
   This will include identification of corridor program elements, trail head and gateway locations, habitat preservation areas, water quality improvement areas, trail connections and trail types for the preferred and alternative corridor alignments.

3.2 Evaluate greenway alignment alternatives
   Based on goals outlined in the Greenway Guidebook will prepare evaluation criteria for the greenway alternatives and analyze each alternative against the criteria. Criteria may include: technical feasibility, public support, relative cost, environmental impacts, connections, user experience, etc. We will identify issues and evaluate options based on the evaluation criteria to determine preferred alignment.

3.3 Identify corridor types: urban, suburban or rural and prepare cross-sections/photo visualizations
   We will identify greenway alignments as urban, suburban or rural based on the land use context. We will then use this definition to help communicate to the public corridor width, design goals, and, where needed, delineation of the public/private edge. We will develop cross sections and/or photo visualizations that communicate design intent, facility/landscape relationships, and the transition between the greenway and private property.

3.5 Conduct first round of individual or small group land owner and agency meetings (3)
   These meetings are intended to inform key landowners/stakeholders about the project and to test alignment alternatives prior to the open house.

3.6 Identify and evaluate grade-separated crossing opportunities
   In a technical memo, we will identify and provide a planning level evaluation of grade separated crossing locations, potential issues, and planning level cost estimates.

3.7 Develop interpretive themes and sub-themes for the corridors
   We will conduct one meeting or workshop with County Staff and local historic resource experts to identify resources and potential interpretive themes for the corridor.

3.8 Facilitate TAG #2 review meeting
   We will evaluate alternatives with the TAG, gather input on the corridor program for recreation, transportation, natural resources, water quality, and interpretation. We will also plan for the public open house.
3.9 **Conduct a public open house to review concepts**
At the open house we will solicit public input on greenway alignment alternatives, program, as well as draft approach to cultural, and natural resources, and design concepts. The open house will be held in a location central to the corridor.

We will work with County staff to advertise open houses using both traditional (press release, mailings) and electronic methods (existing City and County e-mail lists, social media such as facebook and twitter).

3.10 **Update project website & virtual open house**
We will update the project website and offer a 'virtual open house' with the ability for public on-line comment.

3.11 **Prepare project update for Dakota County Board**

**PHASE 4 DRAFT MASTER PLANS (JANUARY-MARCH 2014)**

4.1 **Facilitate coordination meeting with County staff**

4.2 **Identify preferred greenway alignment**
Based phase 3 analysis, TAG, public, and stakeholder input, we will identify the preferred greenway alignment, and where appropriate, identify alternative alignments. We will then prepare a illustrative master plan diagrams for the entire corridor corridor and each sub-segment showing trail heads, gateways, grade separated crossings, destinations, and trail connections.

4.3 **Facilitate TAG review Meeting #3**
We will review input to date, confirm the preferred greenway alignment, and discuss additional needed outreach to stakeholders and communities.

4.4 **Prepare right-of-way and shared-space diagram**
This diagram will depict existing ownership and easement/land protection needs.

4.5 **Prepare detail diagrams/illustrations**
These diagrams will identify solutions to challenge areas along preferred alignments.
4.6 **Prepare Preliminary Draft Master Plan**

We will prepare a draft master plan document that assembles all materials created as part of the effort into a cohesive and compelling package. We anticipate these will follow the same format as previous Greenway Master Plan documents so that the plans are a cohesive set that meet Met Council requirements.

Anticipated content includes:

- An overview of the planning context, process and public input
- Trail visitation projections
- Existing physical, cultural, natural, and water resources
- Greenway alignment (preferred and alternative), trail head and neighborhood gateway locations
- Grade separated crossings
- Detail diagrams in key areas
- Development, interpretive and stewardship (natural and water resources) plans
- Phasing strategy
- Land protection/acquisition strategy
- Potential conflict areas and steps for resolution
- Preliminary capital budgets for the preferred alignments that address land protection, stewardship, landscaping and facility development
- Operations/maintenance strategies, rules and routine maintenance checklist, and associated annual budgets
PHASE 5 FINAL MASTER PLAN AND APPROVALS (MARCH-JULY 2014)

5.1 Facilitate coordination meeting with County Staff

5.2 Facilitate final TAG #4 review meeting
   The focus of this meeting will be review of the preliminary draft master plan and
   preparation for the final community open house.

5.3 Prepare Public Review Draft Master Plan
   Based on input from County Staff and the TAG we will make the plan ready for public
   release and review.

5.4 Conduct final round of individual or small group land owner and agency
   meetings (3)
   Depending on the situation, these may be conducted before or after the public review
draft is released. They may be follow-up meetings or with newly identified stakeholders.

5.5 Prepare for and facilitate public open house to review Public Review Draft Plan
   At the open house we will solicit public input the preferred alignment and the approach
to recreation, transportation, habitat and water resources, and interpretation.

We will work with County staff to advertise open houses using both traditional (press
release, mailings) and electronic methods (existing City and County e-mail lists, social
media such as facebook and twitter).

5.6 Update project website & virtual open house
   We will update the project website and offer a ‘virtual open house’ with the ability for
   public on-line comment.

5.7 Participate in community/council presentations (2)
   We will work with TAG members to identify the best strategy for keeping City staff,
councils and commissions informed of the project.

5.8 Deliver Final Greenway Master Plan
   We will modify the Public Review Draft Master Plan based on feedback and deliver a pdf
   and indesign to Dakota County staff.

5.9 Provide support in the review and approval process
   We will assist County staff as needed in moving master plans through the County Board
   and Met Council review process.
### FEES

<table>
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<tr>
<th>Tasks</th>
<th>Overall Fee</th>
<th>HKGi</th>
<th>Bolton &amp; Menk</th>
<th>106 Group</th>
<th>TOTAL TIME</th>
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*Reimbursable Expenses: $1,000.00*

### SCHEDULE

**Total Fee (including Reimbursable Expenses): $48,800**

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<th>2013-2014</th>
<th>2013</th>
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<td><strong>PHASES</strong></td>
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<tr>
<td>1. ORGANIZE THE EFFORT</td>
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<td>2. UNDERSTAND WHAT EXISTS</td>
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<td>4. DRAFT MASTER PLANS</td>
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<td>5. FINAL MASTER PLAN AND APPROVALS</td>
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**Community Engagement and Meeting Summary**

- TAG Meetings – Prepare, Facilitate & Summarize (4 total)
- County Staff – (5 total)
- Public Open House – (2 total)
- Bike Tour with Core Team and Staff
- Community/Council Presentations (Up to 4)
- Landowner/Agency Meeting (6 total)
- Dakota County Board Review
- County and Met Council Approval Process
TEAM EXPERIENCE

The HKGi Team’s unique qualifications for the River to River Regional Greenway Master Plan:

- Deep understanding of project objectives and deliverables through work on 6 previous Dakota County greenway master plans
- Understanding of how plans are used to inform future implementation efforts through work on feasibility studies and greenway build projects
- Award winning planning, design, and document production
- Ability to convey complex issues and technical information into clear, engaging graphics
- Successful history of working corroboratively with County staff, officials and stakeholders
- Established positive working relationships with the surrounding communities
- Knowledge of Metropolitan Council Requirements for regional trails/greenways
- Passion for natural resource based recreation and trails

The HKGi Team is proud that the Minnesota River and North Creek Greenway Master Plans won a 2012 ASLA-Minnesota Merit Award and a 2012 MNAPA award. We know what it takes to create top quality greenway master plans and we know the Met Council master plan requirements. Summaries of some of our past projects are attached.
HKGi has a history of award-winning work in Dakota County and throughout Minnesota. The breath of our relevant work includes the projects listed below. Projects with a (*) are highlighted on the following pages.

Dakota County Greenway Collaborative Guidebook*
Dakota County Regional Greenway Master Plans *
  • North Creek Greenway Master Plan
  • Minnesota River Greenway Master Plan
  • Rosemount Greenway Master Plan
  • Vermillion Highlands Greenway Master Plan
  • Mendota Lebanon Hills Greenway Master Plan
  • Lake Marion Greenway Master Plan
Dakota County Lebanon Hills Regional Park Master Plan Update*
North Urban Regional Trail Preliminary and Final Design*
Minnesota River Greenway Feasibility Study*
Ramsey County Rice Creek Regional Trail Master Plan Amendment*
SHIP Grant Writing Services*
Inver Grove Heights Trail Gap Study*
Inver Grove Heights Comprehensive Plan*
Eagan Comprehensive Plan*
Eagan Lockheed Marin Site Redevelopment Study*
Master Plan and Management Plan for Patrick Eagan Park*
Rosemount Pedestrian and Bicycle Plan
West St. Paul Pedestrian and Bicycle Plan
Mississippi River Greenway Strategic Plan
Great River Park Plan – the Mississippi River corridor in Saint Paul
Minneapolis Parks and Recreation Board - Grand Rounds Scenic Byway Missing Link Parkway Development Plan
Hastings Greenway Plan
Mound Lost Lake Greenway
Midtown Greenway Public Art
Metropolitan Stormwater Reuse Guide
Duluth Trail and Bikeway Plan
Saint Paul Central Corridor Bike-Walk Action Plan
Wright County Trail and Bikeway Plan
Cloquet Community Trail Plan
New Brighton Parks, Recreation, Trails and Open Space Plan
Dayton Parks, Trails and Open Space Plan
Chanhassen Best Management Practices for Water Access
Chanhassen Marsh Glen Trail & Rice Creek Trail
Chanhassen Fox Chase Trail
Since 2009, Hoisington Koegler Group has been working with Dakota County on ground-breaking master plans for its county-wide greenway system. In 2011, Minnesota River and North Creek Greenway Master Plans were completed, followed by master plans for Vermillion Highlands, Rosemount, Lake Marion, and Mendota-Lebanon Greenways.

The projects represent the first regionally-designated corridor master plans in the Twin Cities to intentionally combine the functions of water quality, habitat, linear recreation and non-motorized transportation. The master plans are rooted in the directives outlined in the Dakota County Greenway Guidebook, developed by HKGi in 2010. The projects exemplify HKGi’s long-standing approach to infusing ecological functions into community planning and infrastructure investments.

The plans have been prepared as models in both approach and “design signature” for future greenway master plans to follow. The master plans:

- Provide strategic guidance for future greenway development
- Integrate recreation, transportation, natural resource management and improved water quality
- Provide recommendations for natural and cultural resource stewardship
- Identify a greenway trail alignment, interpretive themes and design direction
- Recommend implementation strategies for land protection, development phasing, capital and operations budgets and funding.
Dakota County is the third largest county in the Twin Cities Metro Area and the fastest growing county in the state. Planning for the protection, connection, and management of green infrastructure is essential for protecting natural systems and the quality of life in Dakota County.

Hoisington Koegler Group Inc. worked with Dakota County to produce the Greenway Collaborative Guidebook. The Guidebook outlines a ground-breaking approach to building a county wide greenway network where greenways are treated as infrastructure that has multiple functions including non-motorized transportation, recreation, habitat, and water quality.

Greenway implementation is organized around key activities including funding and governance, land protection and stewardship, design and operations and maintenance. Implementation is a collaborative process where Dakota County, cities, and other partners collaborate to more efficiently and effectively deliver better greenways. Since the guidebook was adopted in 2010, the framework has proven to be very effective. In that time Dakota County has worked with cities and other agencies to produce master plans for 4 individual greenway corridors as well as work in cooperation across agencies to secure land and funding for the County-wide greenway network.
HKGi was retained by Dakota County to update the 2001 Lebanon Hills Regional Park Master Plan. Several elements from the 2001 Plan had been implemented by the County, and a fresh look at the Master Plan was desired. Some of the issues the County wanted to address in the Plan update include: improving trail system legibility and hierarchy; prioritizing and managing natural resources and restoration in a sustainable manner; planning for new and updated park facilities; providing services for new and evolving demands in recreation; attracting new and retaining existing visitors; and aligning the Park Master Plan with other recently approved planning efforts.

HKGi was particularly responsible for stakeholder outreach, public engagement, trail system design, and concept planning. HKGi landscape architects worked closely with County staff to develop concept ideas, prepare cost estimates, and create clear graphics to describe the desired park improvements.
HKGi worked with Dakota County Department of Public Health, Dakota County Planning and its communities on securing funding for construction projects that support healthy communities through active living. These projects include trail development, property acquisition, bridge construction, lighting, wayfinding and interpretative signage, and amenities such as benches, water fountains and bike racks. Since 2010, grant applications for a dozen projects were submitted requesting over $1.6 million in funding. In 2010, three of the five proposed projects were awarded, bringing nearly $400,000 in trail construction funding to Dakota County.

Potential funding sources have been identified using a comprehensive grant database developed by HKGi. The tool enables staff to enter a project and quickly produce a report of available grant opportunities to be further researched. This database is searchable using key words and phrases that describe a project and sorts the project by type, geographic location, partnership opportunities, funding level needed, key project dates and other potential attributes. It currently includes over 175 grants for various community development related functions that are available through local, state and federal government agencies as well as non-profit entities and foundations. HKGi contributes staff time on a weekly basis to ensure the database is maintained and up-to-date.

With 12 governmental units involved, a key component is evaluating potential projects and assisting communities in better positioning them to seek grant sources. HKGi has developed a process to track potential projects and effectively evaluate which are the best fit for available funding sources. Evaluations can be weighted by the grant priorities using the measures of safety, transit use, pedestrian generation, safe routes to schools, recreational links, community engagement and project readiness.
In 2009 HKGi prepared the City of Eagan’s 2030 Comprehensive Plan. As the community is approaching full development, the plan built on the directions set in the previous Comprehensive Plan and responded to current demographic and planning trends such as an aging and more diverse population. In the last decade planning issues in Eagan have shifted from development, growth management, and the construction of infrastructure and facilities (roads, schools, parks, utilities, etc.) to maintenance, redevelopment and revitalization. The plan seeks to create a more complete city with less reliance on regional highways, more orientation toward transit and more access to nearby goods and services. The transition to a more complete community is guided by specific policies for active living, sustainable development and increased connectivity. Particular focus was also given on guiding public and private investment in seven focus areas covering greenfield, infill and redevelopment areas.
Beginning as a farming community in the mid-1800s, Inver Grove Heights gained popularity as a suburb following WWII, and today is a growing metropolitan city of over 30,000 residents. HKGi was hired by the City in 2007 to complete the Metropolitan Council’s requirement for an updated 2030 Comprehensive Plan. In line with our typical project approach, HKGi offered several opportunities for community involvement as a part of constructing the Comp Plan. In the early part of 2008, four “Listening Sessions” were a key part of the community involvement piece. One common theme that emerged from these sessions was the idea of a “Healthy Community.” This idea includes the health of various entities: the natural environment, job and population growth, local commerce, education, transportation, and recreation.

The Comp Plan also provided the opportunity to utilize HKGi’s Land Use Management Tool. The tool is designed to allocate population, household and employment forecasts at a district level (Traffic Analysis Zones and Sewer Districts), in addition to assessing the city’s land availability to accommodate growth. The foundation of this tool relies on a land use based approach that uses parcel data in GIS. The tool is also integrated with user friendly worksheets that allow staff to change development assumptions at any given time. As changes are made, forecasts are reallocated by districts to assess their development impacts. This method allowed staff to stage development in an appropriate manner to meet regional forecasts.
In 2013 Ramsey County hired HKGi to prepare an amendment to the Rice Creek North Regional Trail Master Plan. The amendment was needed to guide the development, preservation, management, and improvement of the expansion to the Rice Creek North Regional Trail. The Rice Creek North Regional Trail is part of a 14-mile regional trail corridor that extends from the Chain of Lakes within Anoka County to the Mississippi River. The amendment addresses additions to the regional trail as it travels through the decommissioned Twin Cities Army Ammunition Plant (TCAAP) property which has recently become available for other uses. The master plan amendment was written to fulfill the requirements of the Metropolitan Council for regional destination trails and addresses recreation development, recreation demand, natural resources, as well as cost estimates for acquisition, development, and operations.
Patrick Eagan Park is the largest park in the City’s of Eagan’s park system consisting of wooded slopes, ponds and wetlands. In 2006 the City hired HKGi to prepare a Natural Resources Inventory and Master Plan for the park. The Master Plan embraces and preserve the site’s features while welcoming and orienting visitors to the trails and natural resources. Recommended recreation features such as an entry drive, parking, trails, overlooks, and a picnic shelter are intended to provide access to the park’s unique natural features and allow for passive and contemplative recreation experiences.
The City of Eagan hired Hoisington Koegler Group, Inc. to create a series of alternative redevelopment scenarios for the 50 acre former Lockheed Martin corporate office site at the intersection of Yankee Doodle Road and Pilot Knob Road. Taking cues from a recent market study, HKGi developed variations on traditional retail concepts that explored a range of commercial and retail tenants including large format general merchandise users, mid boxes and jr. boxes, in-line retailers and restaurants. HKGi addressed access and circulation, parking strategies, service and loading location and screening issues as well as developing enhanced pedestrian amenities and features throughout the development.

Additional concepts explored horizontal and vertical mixed use development patterns with a blend of commercial, retail, office, housing and park uses to create an urban village. For each concept, HKGi quantified developable square footage, number of units, parking spaces and types (surface, structured, or underground) and developed a comparison analysis including overall market viability and likely time-line for implementation.

HKGi also prepared development principles for each concept and evaluated each concept alternative for pros and cons related to the City’s comprehensive plan to assist City staff and elected officials determine the desired future direction for the property.
**NORTH URBAN REGIONAL TRAIL**  
**DAKOTA COUNTY, MINNESOTA**

The North Urban Regional Trail (NURT) is part of Dakota County’s planned, county-wide 200 mile greenway network. The NURT is an important link between the Mississippi River Regional Trail and the Big Rivers Regional Trail and connects significant natural areas in Northern Dakota County including Kaposia Ravine, Thompson Park, Marthaler Park, Garlough Park, Dodge Nature Center and Valley Park. HKGi and Bolton & Menk are currently working with Dakota County to complete the final design of the remaining one mile portion to achieve a continuous trail system. Our team is working to finalize the trail alignment by utilizing lands away from roadways, restoring natural areas disturbed by trail construction, and enhancing open spaces along the trail corridor.

The key project challenges include:

- Coordination with key project partners Henry Sibley High School and the Dodge Nature Center
- Determination of type and location for grade separated crossings
- Coordination of street and driveway crossings
- Restoration Opportunities
- Wayfinding and Interpretive Signing
- Public and Stakeholder participation

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**MINNESOTA RIVER REGIONAL GREENWAY FEASIBILITY STUDY**  
**DAKOTA COUNTY, MINNESOTA**

Through the progressive vision of Dakota County the Minnesota River Greenway Master Plan was adopted in 2011. The Master Plan identifies a 17-mile greenway following the south side of the Minnesota River valley through 5 municipalities, Fort Snelling State Park and the Minnesota Wildlife Refuge. Bolton & Menk is currently assisting Dakota County in confirming a preferred alignment for the Eagan segment between I-494 and TH 77. The overall goal of the study is to identify/confirm a preferred alignment, through technical evaluations and public/agency stakeholder involvement, so that the County can seek funding for the Minnesota River Greenway, Eagan segment.

The key issues for this study include:

- Union Pacific Railroad – requires significant coordination, particularly in proposed crossing location areas as well as areas that the proposed trail could parallel the tracks.
- Challenging Terrain – the study area includes highly sensitive wetlands, a fen complex, seasonal flooding, high water table, poor soils, and contaminated properties.
- Multi-Jurisdictional Approval – due to the sensitivity of resources and other facilities, such as the wastewater treatment facility, Fort Snelling State Park, etc., within the study area, multiple environmental and resource agencies are involved in the ultimate approval of a future trail in this area.
NORTHERN LINK TRAIL
FARIBAULT, MINNESOTA

The Northern Link Trail is part of the City of Faribault’s extensive recreational trail system. The city contracted with Bolton & Menk to complete the design of approximately 1.5 miles of bituminous trail along the west side of TH 21 between the White Sands Trailhead and TH 3, along the east side of TH 21 between TH 3 and Park Avenue, and along TH 3 between TH 21 and North Alexander Park. The trail improvements feature a bridge over the scenic Cannon River and three underpass structures that will enable trail users to pass below TH 21, TH 3, and the Canadian Pacific Railroad.

The Northern Link Trail is part of the Mill Towns Trail, a regional trail under development between the cities of Faribault, Dundas, Northfield, and Cannon Falls. Once complete, the Mill Towns Trail will connect the Sakatah Singing Hills Trail with the Cannon Valley Trail, creating a continuous recreational corridor between Mankato and Red Wing. Due to its regional significance, the $3.2 million Northern Links Trail project is funded by the Federal Transportation Enhancement program as well as MN DNR grants.

Bolton & Menk’s role included the preliminary and final design of the trail, retaining walls, and underpass structures; design of storm water collection and treatment; preparation of the Project Memorandum and necessary permits; extensive coordination with the MN DNR, Mn/DOT, and the railroad; facilitation of the easement acquisition process; and execution of stakeholder involvement activities.

TH 23 PEDESTRIAN FACILITY GRADE SEPARATION
MARSHALL, MINNESOTA

The Minnesota Department of Transportation (Mn/DOT) District 8 began developing plans for a mill and concrete overlay of Trunk Highway (TH) 23 through Marshall to be completed in 2010. With these plans to remove and replace the pavement section, the City of Marshall recognized an opportunity to install a pedestrian underpass connecting Southwest Minnesota State University (SMSU) on the west side of TH 23 to the High School and a proposed athletic complex on the east side. The City of Marshall hired Bolton & Menk, Inc. to determine the feasibility of a pedestrian underpass, complete a geometric layout and environmental documentation, and prepare final design plans for construction. Bolton & Menk worked closely with the City of Marshall and Mn/DOT staff throughout the design process. The project is expected to be constructed in 2010 in conjunction with the Mn/DOT project. The pedestrian underpass will be a 14-foot by 10-foot box culvert with concrete sidewalk connections on both sides. It was designed to Americans with Disabilities Act (ADA) Standards and enhanced with aesthetic retaining walls and lighting. The underpass should also improve safety conditions for pedestrians crossing TH 23 since they will not be forced to either cross the highway at-grade or travel two-thirds of a mile out of their way to utilize a signalized intersection for purposes of traveling from one destination to the other. The pedestrian underpass facility will be integrated with the SMSU sidewalk and trail system.
The City of Arden Hills selected Bolton & Menk to prepare a feasibility study to evaluate the logistics of constructing a three mile long, off road, shared use path along Old Snelling Avenue and Old Highway 10 from Minnesota State Highway 51 to Ramsey County Road 96. The report detailed options for constructing a trail on either side of the roadway and it weighed the benefits for construction on both sides. Some of the influences discussed included: costs, convenience, user preferences, access, and safety.

Once the City Council received the feasibility study, Bolton & Menk was asked to complete a topographic survey and final design for a segment of the trail. This segment of trail was selected to improve safety by creating a crossing at an existing railroad bridge location. The narrow width between the piers of this bridge created a ‘bottle neck’, which increased the potential for vehicle and pedestrian conflicts. The design for the project involves constructing structural retaining walls to restrain the existing bridge abutment and allow for the trail to be built between the bridge piers and the abutment.

The project is currently in the late stages of final design and is planned to be constructed in 2010. LHB Corporation is Bolton & Menk’s sub-consultant for the project, assisting with the design of the retaining wall system, which is a critical element of the overall design. This segment of trail is estimated to have a total project cost of $375,000 while the entire corridor evaluated in the feasibility report is projected to cost $2.3 million.

The Sleepy Eye Lake Trail project was constructed in 2007-2008 and involved the construction of a 10-feet wide bituminous pavement trail approximately 3 miles in length. The trail was constructed around Sleepy Eye Lake with parts of the trail along the edges of the lake, parts within agricultural field areas bordering the lake, and other parts within current City owned parks. The trail included federal funding obtained through the MnDOT State Aid system and local City funds. The County was the sponsor for the project since the City cannot receive the State Aid funding directly. Bolton & Menk provided preliminary engineering, project memorandum, environmental review and report, easement legal descriptions, final design, project coordination, and construction engineering services for the project. One challenge and ultimately hi-lite of the trail is a crossing of the trail through a natural “cat-tail wetland” on the north side of the lake. To minimize the impact of the trail on this wetland, a timber pedestrian bridge was constructed over the wetland area. The bridge was 150-feet long and 12-feet wide. The bridge was supported by wood piers. Permits were obtained through the Corp of Engineers for the crossing of the wetland. All work was coordinated with the appropriate governing agencies, including the DNR, the Corps, Brown County, the City and the LGU. Future plans are to connect this trail with future trails along the Minnesota River Valley.
RIVERFRONT TRAILS & HAY CREEK IMPROVEMENTS
CITY OF REDWING, MINNESOTA

This two-mile trail project will link the Minnesota Cannon Valley Trail with the Hay Creek Trail and the Bay Point Park, via the Riverfront Trail, all within the City limits of Red Wing. This project includes a bike trail bridge over the Cannon River and elevated trail sections along the Canadian Pacific Railroad line. A project Memorandum including a review of the social, economic and environmental (SEE) effects of this improvement on the Hay Creek (designated trout stream), adjacent wetlands, eagle nesting grounds, and the proximity to the Mississippi River was completed. Other issues addressed in the design phase included design of an elevated boardwalk system, poor soils along the Hay Creek embankment, and City of Red Wing connection with two separate trail heads. Bolton & Menk also prepared the final construction plans and specifications. The project was constructed in 2002.

HOBO CAMP TRAIL
CITY OF FAIRMONT, MINNESOTA

The Hobo Trail project involved the construction of approximately 700 feet of trail along the shoreline of “Turtle Pond” – a connecting channel between Lake Sisseton and Lake George – in the City of Fairmont. The trail got its name from the history of the project location, where hoboes used to camp between the tracks during the early portion of the 20th century. The project was a coordinated effort between the local ad-hoc trail group and the City. The ad-hoc trail group raised funds for the project by soliciting local groups, citizens and businesses. Bolton & Menk provided preliminary engineering, final design, project coordination and construction engineering services for the project. A particular challenge on this project was crossing under two railroad trestles within the waterway of the channel. The Union Pacific Railroad (UPRR), which owned one of the trestles, would not allow an earthen trail embankment to be constructed under their trestle. In addition, an earthen embankment through the water would have also created other environmental issues. To address the UPRR’s concerns and to avoid environmental mitigation, a “floating trail” was constructed, requiring the use of approximately 200 feet of a floating dock and handrail system. In addition, to protect users from potential falling rail car debris, a protective cover was constructed in the segment underneath the UPRR trestle. The floating trail system also included bump-outs for fishing and observation. The balance of the trail was built on land, winding through the natural wooded features of the area. All work was coordinated and permitted through the appropriate governing agencies, including the DNR, the Corps, the City and the LGU.
For the 25th anniversary of the Dorothy Molter Museum in Ely, Minnesota, the museum board decided to reevaluate its interpretive programs and exhibits, and develop a strategic direction to ensure the museum is sustainable for years to come. Their first step was to create an interpretive plan. Our interpretive planning process evaluated the museum’s current programs and exhibits, and developed a plan for improving interpretation. The plan outlines a strategy for achieving potentially transformative experiences that explore a visitor’s connection to the northwoods wilderness. Visitors come to the museum with a fundamental desire to connect, or reconnect, with nature, friends, and family. Based on our interpretive plan recommendations, the museum has been awarded, and continues to seek, grant funding to create interactive exhibits.

The International Crane Foundation wanted a comprehensive interpretive plan for its headquarters in Baraboo, Wisconsin. The ICF is a refuge for all 15 species of cranes, a research facility for international conservation leaders, and a tourist destination for more than 25,000 visitors annually. 106 Group created an interpretive plan that highlights scientific research about cranes and conservation of their ecosystem, and guides visitors’ experience through the site. We also led a creative team of exhibit fabricators through schematic design, design development, fabrication, and installation of the Spirit of Africa exhibit. In 2010, we received the Interpretive Media Award from the National Association for Interpretation for our Spirit of Africa exhibit at the International Crane Foundation headquarters.

Arkansas State University wanted an interpretive plan to guide development of interpretive exhibits at the World War II Japanese American Internment Camp in Rohwer, Arkansas. The camp was one of ten War Relocation Authority camps across the nation, and only one of two east of the Rocky Mountains. Our interpretive plan fostered site preservation and built a cohesive group of stakeholders to preserve, manage, and interpret the site. We also created an interpretive brochure and site tour, which includes wayside panels and audio narratives that highlight the importance of this historic site. At the dedication ceremony, actor George Takei, who lived at the Rohwer camp as a child and provided the audio narration, said, “So many Arkansans said they never knew this story happened. So it was dead. We have now brought it back to life. It’s alive and vibrant.”
**SCHAAR’S BLUFF, SPRING LAKE PARK RESERVE**  
**DAKOTA COUNTY, MINNESOTA**

As part of a court settlement, Dakota County embarked on an extensive planning process for the Schaar’s Bluff portion of the Spring Lake Park Reserve on the Upper Mississippi River.

Our work showcased a wide range of our services: a Cultural Resources Stewardship Plan; an archaeological survey; a comprehensive interpretive plan; collaboration with the project’s architects and landscape architects to design and develop the new Gathering Center, and wayside signage.

Our work ensured that the park’s unique history found meaningful expression in all aspects of design and brought clarity of purpose to the new Gathering Center. The Minnesota Landscape Arboretum recognized one of the park’s interpretive elements in 2007 for “Outstanding Interpretive Design.”

**TABOR ANTI-SLAVERY INTERPRETIVE PLAN**  
**TABOR, IOWA**

Before the Civil War, abolitionists established Tabor, Iowa as a frontier outpost in the fight against slavery. It hosted John Brown, fortified his army, and was an active leader in the Underground Railroad. The all-volunteer local historical society wanted to develop a plan to promote Tabor's history and build community support.

We created a plan for Tabor to convey its unique story to visitors and developed a multistaged strategy for implementation. Our recommendations included conservation of primary sources, exhibits, tours, a web presence with mobile options, an annual festival and pageant, and curriculum for Iowa schools. The Tabor Historical Society embarked immediately on a successful curriculum project with local teachers. In addition, they are writing grant proposals to raise funds to implement first-step projects.

**DAKOTA COUNTY PARKS SYSTEM PLAN**  
**DAKOTA COUNTY, IOWA**

The 106 Group was part of the planning team that comprehensively and strategically addressed the growth and maturation of the county’s 30-year-old park system. The team considered the direction of the park system as a whole and evaluated how well the existing system can meet current and future needs in five key areas, one of which was cultural resources and historic preservation. Our contribution included brainstorming with the multidisciplinary team, providing insight into the legislative framework for decision making, and seeking opportunities to consider development of the system based on the history of the evolution of the community and its open spaces. Trails, open spaces, residential areas, and businesses do not develop accidentally. Thus, 106 Group interpreted the connections and unique elements that have made the county the place it is today, thereby strengthening the ultimate system plan and rooting it in place.
LIL LEATHAM, PLA
Role: Project Manager, Lead Planner

YEARS OF EXPERIENCE: 13

AREAS OF EXPERTISE:
Lil Leatham is a registered landscape architect with a wealth of experience in park, trail and open space planning in communities across Minnesota. Key components of her work has been planning complete pedestrian and bicycle networks that encourage healthy active living by connecting key destinations and incorporating enhanced design and support facilities that make walking and biking accessible and fun for people of all ages and abilities.

Lil is an associate at HKGi. As such, her responsibilities with HKGi include project management and facilitating public involvement.

EDUCATION:
Masters of Landscape Architecture - University of Minnesota
BA, Political Science - Emory University, Georgia

PROJECT EXPERIENCE:
Dakota County, MN
North Creek, Minnesota River, Vermillion Highlands, and Rosemount, Mendota-Lebanon, Lake Marion Greenway Master Plans
North Urban Regional Trail

Inver Grove Heights, MN
Trail Gap Plan, Park And Recreation System Plan

Ramsey County, MN
Rice Creek North Regional Trail Master Plan Amendment

Duluth, MN
Park System Master Plan
Trail and Bikeway Master Plan

Wright County, MN
Trail and Bikeway Master Plan

GABRIELLE GRINDE, PLA
Role: Lead Project Designer

YEARS OF EXPERIENCE: 6

AREAS OF EXPERTISE:
Gabrielle combines her background in political science and landscape architecture to solve problems by looking at the physical as well as the social aspects of complex design issues. She has used GIS to inform planning and site design, from urban to rural areas. Her past work experience includes designing and supervising installation of storm water best management practices (rain water gardens, lake shore and native plant restorations), writing and attaining grants for landscape restoration projects, developing comprehensive plan maps using GIS, designing master plans for urban infill sites and using graphic design to create public outreach materials.

EDUCATION:
Master of Landscape Architecture-University of Minnesota, 2008
Bachelor of Arts, Political Science-University of Wisconsin-Madison, 2003

PROJECT EXPERIENCE:
Dakota County, MN
Greenway Collaborative Guidebook

North Creek, Minnesota River, Rosemount, and Vermillion Highlands, Mendota-Lebanon, Lake Marion Greenway Master Plans

North Urban Regional Trail

City of Albert Lea, MN
Comprehensive Plan

City of Duluth, MN
Park System Master Plan

Metropolitan Council
Stormwater Reuse Guide

City of White Bear Lake, MN
Lions Park Lakeshore Restoration and Fishing Piers

TIM SOLOMONSON, MLA/MURP
Role: Designer

YEARS OF EXPERIENCE: 3

AREAS OF EXPERTISE:
Tim Solomonson brings experience in 3D Modeling, GIS, Graphic Design, Drafting, and Public Engagement Methods. His educational background paired with years of experiences abroad, as soldier and civilian, gives him a diverse perspective everyday issues and allows him to think beyond conventional ideas to achieve higher order solution. His previous work includes; using graphic design, GIS, and 3D software to promote public engagement, designing conservation development to protect high quality natural areas, creating aquatic invasive species best management practices implementation guidelines, and designing park master plans for community parks.

EDUCATION:
Master of Urban & Regional Planning-University of Minnesota, 2012
Master of Landscape Architecture-University of Minnesota, 2011
Bachelor of Environmental Design - University of Minnesota, 2008

PROJECT EXPERIENCE:
Dakota County, MN
Mendota-Lebanon, Lake Marion Greenway Master Plans

Alexandria, MN
Big Ole Park Master Plan

Chanhassen, MN
Best Management Practices for Water Access

Buffalo, MN
Downtown Street Scape

Champlin, MN
Andrews Park Redesign
ANNA SPRINGER, MLA
Role: Designer
YEARS OF EXPERIENCE: 1
AREAS OF EXPERTISE:
Anna focuses on graphic design and visual communications, as well as project research and GIS mapping. A recent graduate from the University of Minnesota, Anna’s capstone project explores the application of various landscape strategies to address short and long term resiliency in the oil boom town of Williston, ND. Her interests include rural design, regional and local trail development, and community engagement. She also enjoys combining her knowledge of design, arboriculture and urban forestry, and was able to do so as a volunteer designer for a Pop-Up Tree Park in an area of St. Paul with the city’s lowest tree canopy coverage. As a former owner and operator of a tree care company, Anna also brings an understanding and appreciation of client relationships and small business operations.

EDUCATION:
Master of Landscape Architecture-University of Minnesota, 2013
Study Abroad-University of North London
Bachelor of Science, Forestry with an Emphasis in Urban Forestry-University of Wisconsin-Stevens Point

PROJECT EXPERIENCE:
Eagan, MN
Small Area Redevelopment Plan

Dakota County, MN
Vermillion Highlands Greenway Master Plan
Mendota/Lebanon Hills Greenway Master Plan
Lake Marion/South Creek Greenway Master Plan

Worthington, MN
Athletic Facilities Master Plan

CHRIS CHROMY, PE
Role: Lead Engineer
YEARS OF EXPERIENCE: 20
AREAS OF EXPERTISE:
Mr. Chromy is the Transportation Services Manager for Bolton & Menk, Inc. He has over 15 years of transportation engineering experience including transportation system planning, corridor planning, traffic engineering, and roadway and trail design and construction. Mr. Chromy is experienced in a wide variety of surface transportation engineering. His experiences range from freeway operations to neighborhood traffic control; from transportation system planning to detail roadway and trail design. He is experienced in preliminary and final design, traffic signal and roundabout design, intersection control studies, and traffic flow modeling. He has been a project engineer for municipal transportation plans, sub-area and corridor studies, and traffic forecasting. Mr. Chromy has been responsible for roadway and trail concept development including project scoping, preliminary layout and profile, safety and capacity analysis. Mr. Chromy routinely manages multi-agency stakeholders and public involvement activities on roadway system studies, intersection improvements, and roadway and trail design projects. In addition to his project experience, Mr. Chromy provides traffic and transportation expertise to Bolton & Menk’s municipal project managers and clients.

EDUCATION:
Bachelor of Science - Civil Engineering, University of Minnesota

PROJECT EXPERIENCE:
Dakota County, MN
North Creek and Minnesota River Master Plan
North Urban Regional Trail Design
Minnesota River Greenway Feasibility Study
Faribault, MN
Northern Link Trails, Design and Construction

DENA KING, PE
Role: Project Engineer
YEARS OF EXPERIENCE: 12
AREAS OF EXPERTISE:
Ms. King is a Transportation Project Engineer for Bolton & Menk, Inc. She has nearly 10 years of transportation engineering experience including the design of highways and trails, complex intersections, roundabouts, and traffic signals. Ms. King’s primary work tasks include the preparation of roadway and trail design plans and specifications, corridor studies, feasibility studies, cost estimates, and other engineering documents and reports.

EDUCATION:
Bachelor of Science - Civil Engineering, University of Minnesota
Associate of Arts - Pre-Engineering, Normandale Community College
Continuing Education includes: Traffic Engineering Fundamentals Workshop, NCITE; Mn/DOT Bicycle Facility Design Training; Public Involvement Tools and Techniques, IAP2; Design Institute Courses, MnDOT

PROJECT EXPERIENCE:
Dakota County, MN
North Creek, Minnesota River, Rosemount, Vermillion Highlands, Mendota Lebanon, Lake Marion Greenway Master Plans
North Urban Regional Trail Design

Mayer, MN
North South Corridor Preservation Study

Belle Plaine, MN
CR 66 and CR 64 Corridor Preservation Study

Rice County, MN
CSAH 1 Corridor Preservation Study
AARON WARFORD, P.E.  
Role: Project Manager  
YEARS OF EXPERIENCE: 14  
AREAS OF EXPERTISE:  
Mr. Warford has 12 years of experience on a variety of projects including roadways, bridges, trails, tunnels and other highway structures. This experience includes Project Management in both design and construction of roadway, aircraft and pedestrian structures, and seven years of CPM project scheduling experience.  
Mr. Warford also has significant experience in construction administration and support services on federal, state, and locally funded construction projects. This experience includes providing contract administration and project controls on both small and large scale projects. Specific contract administration experience includes scope and change management, cost management, and schedule management.  
EDUCATION:  
Bachelor of Science - Civil Engineering, University of Minnesota  
Master of Business Administration - Strategic Management, University of Minnesota  
RELATED PROJECT EXPERIENCE:  
Dakota County, MN  
Rosemount, Vermillion Highlands, Mendota  
Lebanon Hills, Lake Marion Greenway Master Plans  
Jordan, MN  
TH 169 at TH 282/CSAH 9 Interchange  
Scott County, MN  
CSAH 101 Infrastructure Replacement  
City of Faribault, MN  
TH 211/TH 3 Interchange and Trail Improvements  
Chaska to Eden Prairie, MN  
TH 212 Design-Build Preliminary Engineering Design  

ANNE KETZ, MA, RPA  
Role: Principal Interpretive Planner  
AREAS OF EXPERTISE:  
Anne Ketz’s career in interpretive planning and cultural resources management extends over 25 years and three continents. Her experience covers the United States, Great Britain, India, Israel, and Canada. Anne is a recognized expert in interpretive planning and management; she was recently awarded the honor of Master Interpretive Manager Region V by the National Association of Interpretation. Originally from the United Kingdom, Anne has witnessed the field of interpretive planning change significantly over the years and has been instrumental in enabling interpretation to become an increasingly vital part of any planning process. In 1981, she was one of the first students in the field of Museum Studies. Today, Anne is one of less than 100 worldwide members of the ICOMOS International Committee on Interpretation and Presentation of Cultural Heritage Sites (ICIP) and is actively involved with the interpretive planning community on an international level. Much of her career has been dedicated to increasing public access and understanding of the world’s cultural resources and sites.  
Anne’s sensitivity to others and her sense of diplomacy has brought successful conclusion to complex and potentially controversial projects. She has worked closely with a broad range of stakeholders, including Native American elders, to ensure respect for their heritage in plan development. Throughout her career, she has also demonstrated a unique commitment to the community through public speaking, publications of popular materials on historic and archaeological resources, media interviews, teaching school programs, volunteer and intern training, tutoring in archaeology, and the design and installation of museum displays. Anne has managed numerous planning projects including but not limited to the development of an interpretive master plan for Arkansas’ Historic Washington State Park, and planning projects such as the Cherokee Nation Heritage Tourism Program Development, Ah-Tah-Thi-Ki Museum, Historic Murphy’s Landing, Great River Road, Harriet Island, Bruce Vento Nature Sanctuary, and Spring Lake Park on the Mississippi River. Anne received the award for Master Interpretive Planner NAI Region V in 2007.  

NATHAN MOE, BA  
Role: Planner/GIS Specialist  
AREAS OF EXPERTISE:  
Nathan is a planner and geographic information systems (GIS) specialist with experience working in a diverse range of fields including environmental conservation, interpretive planning, housing and community development, and urban planning. He has been project coordinator and planner for a range of heritage-based planning projects including the Cultural Resources Management Plan for Three Rivers Park District, Union Depot Redevelopment, and Great River Park. Nathan has applied his technical experience with GIS and CAD software as a tool for decision making. At his current position and at each stop in his professional career, Nathan has leveraged his planning knowledge to provide useful spatial analysis. Nathan has used GIS to create a suitability model that helped to identify appropriate land uses for a future development. He has also helped to develop the Inland Sensitivity Atlas for oil spill responders throughout Minnesota. With the Dakota County Office of Planning, Nathan created and managed a GIS database that tracked future development projects which was useful to help the planning office project infrastructure needs. With his experience and education in planning, Nathan has the background to apply GIS to produce useful maps for various applications including; workplace discussions, 3D modeling, interpretive exhibits, field navigation, compliance reports, interpretation of historical contexts, and planning. His technical background includes knowledge of ARC/INFO®, ArcView GIS applications, AutoCAD, Google Earth Pro, Google SketchUp, and Natural Scene Designer.
REFERENCES

BOB SMITH
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MIKE RIDLEY
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ASSURANCES
This proposal is based on the Request for Proposals received from Dakota County dated July 12, 2013. This proposal shall remain valid for 120 days from the date of submittal.

STATEMENT OF COMPLIANCE
HKGi complies with the terms identified in Attachments C and D of the RFP.

CONFLICT OF INTEREST STATEMENT
The HKGi Team does not have any conflicts of interest in providing the master planning services outlined in this proposal.
CREATING places that ENRICH people’s lives