

PURCHASING & LICENSING COMMITTEE

12-0563R

RESOLUTION AUTHORIZING AN AGREEMENT WITH JULEE QUARVE-PETERSON, INC., FOR PROFESSIONAL SERVICES IN COMPLYING WITH APPLICABLE CODES, AND LAWS AND DESIGN GUIDELINES PERTAINING TO ACCESSIBILITY FOR PERSONS WITH DISABILITIES FOR AN AMOUNT NOT TO EXCEED \$55,875.00.

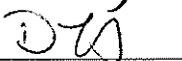
CITY PROPOSAL:

RESOLVED, that the proper city officials are hereby authorized to enter into an agreement with Julee Quarve-Peterson, Inc., (JQP, Inc.), substantially in the form of that on file in the office of the city clerk as Public Document No. _____ for professional services in complying with applicable codes, and laws and design guidelines pertaining to accessibility for persons with disabilities for an amount not to exceed \$55,875.00, payable as follows:

- \$39,452.50 General Fund 110, Dept./Agency 121 (Public Administration), Div. 1217 (Maintenance Ops.), Cost Center 2120 (Architecture and Facilities Management), Obj. 5319 (Other Professional Services);
- \$16,422.50 Parks Fund 205, Dept./Agency 130 (Community Resources), Div. 1220 (Parks Capital), Obj. 5520 (Buildings & Structures), Project No. CM205-pkamen

Approved:

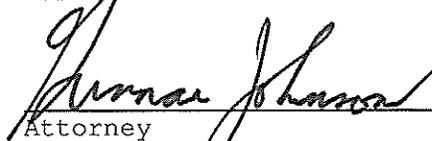

Department Director

Purchasing Agent 

Approved for presentation to council:


Chief Administrative Officer

Approved as to form:


Attorney

Approved:


Auditor

STATEMENT OF PURPOSE: This resolution authorizes an agreement with Julee Quarve-Peterson, Inc., for professional services in complying with applicable codes, and laws and design guidelines pertaining to accessibility for persons with disabilities for an amount not to exceed \$55,875.00.

The consultant is a well-recognized expert in the area of ADA (Americans with Disabilities Act) compliance, and provides training through seminars across the country. In addition, JQP, Inc., is recommended as an ADA consultant for facilities and parks.

Julee Quarve-Peterson, Inc., is located in Edina, Minnesota, and has prior experience with the city of Duluth.

Requisition No. 12-0598

**AGREEMENT FOR PROFESSIONAL SERVICES
BY AND BETWEEN
JULEE QUARVE-PETERSON INC.
AND
CITY OF DULUTH**

THIS AGREEMENT, effective as of the date of attestation by the City Clerk (the “Effective Date”), by and between the CITY OF DULUTH, a municipal corporation, hereinafter referred to as “City,” and JULEE QUARVE-PETERSON INC. with an office at 6450 York Ave. S., Edina, MN, 55435 a corporation under the laws of Minnesota, hereinafter referred to as “Consultant” or “JQP” for the purpose of rendering services to the City.

WHEREAS, the City has desired the services of an expert for the purposes of complying with applicable codes, laws and design guidelines pertaining to accessibility for persons with disabilities (the “Project”);

WHEREAS, Consultant submitted a proposal in response to the City’s request (the “Proposal”);

WHEREAS, Consultant has represented itself as qualified and willing to perform the services required by the City and as outlined in Consultant’s Proposal;

WHEREAS, based on the Proposal the City has selected Consultant’s professional services for the Project;

NOW, THEREFORE, in consideration of the mutual covenants and conditions hereinafter contained, the parties hereto agree as follows:

I. Services to be Performed.

Consultant will provide the following services described in more detail in Consultant’s Proposal dated August 8, 2012 attached hereto as Exhibit A (the “Services”) provided, however, that in the event of any conflict between the terms and conditions of this Agreement and those contained in Exhibit A, the terms and conditions of this Agreement shall be deemed to be controlling.

II. Fees.

It is agreed between the parties that Consultant’s maximum fee for the Project shall not exceed the sum of Fifty-five Thousand Eight Hundred Seventy-Five and 00/100th dollars (\$55,875.00) inclusive of all travel and other expenses associated with the Project, \$16,422.50 payable from Fund 205-130 1220 -5520 (Parks, Community Resources, Parks Capital, Buildings & Structures) and \$39,452.50 payable from Fund 110-121 1217-2120-5319 (General, Public Administration, Maintenance & Operations, Architecture &

Facilities Management, Other Professional Services). A schedule of Consultant's hourly rates is found on page 2 of Consultant's Proposal. All invoices for services rendered shall be submitted to the attention of Tari Rayala, Facility Project Specialist. Payment of expenses is subject to the City's T&E reimbursement policy and receipt of reasonable substantiation/back-up supporting such expenses.

III. General Terms and Conditions.

1. Amendments. Any alterations, variations, modifications or waivers of terms of this Agreement shall be binding upon the City and Consultant only upon being reduced to writing and signed by a duly authorized representative of each party.
2. Assignment. Consultant represents that it will utilize only its own personnel in the performance of the services set forth herein; and further agrees that it will neither assign, transfer or subcontract any rights or obligations under this Agreement without prior written consent of the City. The primary Consultants assigned to this project will be Julee Quarve-Peterson and Mara Peterson (the "Primary Consultants"). The Primary Consultants shall be responsible for the delivery of professional services required by this Agreement and, except as expressly agreed in writing by the City in its sole discretion, the City is not obligated to accept the services of any other employee or agent of Consultant in substitution of the Primary Consultants. The foregoing sentence shall not preclude other employees of Consultant as listed herein from providing support to the Primary Consultant in connection with Primary Consultant's obligations hereunder.
3. Data and Confidentiality, Records and Inspection.
 - a. The City agrees that it will make available all pertinent information, data and records under its control for Consultant to use in the performance of this Agreement, or to assist Consultant wherever possible to obtain such records, data and information, however, that City's obligations under this Paragraph are subject to provisions of Minnesota Statutes Chapter 13, the Minnesota Government Data Practices Act and applicable federal law.
 - b. All reports, data, information, documentation and material given to or prepared by Consultant pursuant to this Agreement will be confidential and will not be released by Consultant without prior authorization from the City.
 - c. Consultant agrees that all work created by Consultant for the City is a "work

made for hire” and that the City shall own all right, title, and interest in and to the work, including the entire copyright in the work (“City Property”). Consultant further agrees that to the extent the work is not a “work made for hire” Consultant will assign to City ownership of all right, title and interest in and to the work, including ownership of the entire copyright in the work. Consultant agrees to execute, at no cost to City, all documents necessary for City to perfect its ownership of the entire copyright in the work. Consultant represents and warrants that the work created or prepared by Consultant will be original and will not infringe upon the rights of any third party, and Consultant further represents that the work will not have been previously assigned, licensed or otherwise encumbered.

- d. Records shall be maintained by Consultant in accordance with requirements prescribed by the City and with respect to all matters covered by this Agreement. Such records shall be maintained for a period of six (6) years after receipt of final payment under this Agreement.
- e. Consultant will ensure that all costs shall be supported by properly executed payrolls, time records, invoices, contracts, vouchers, or other official documentation evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, invoices, contracts, vouchers, orders, or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified and readily accessible.
- f. Consultant shall be responsible for furnishing to the City records, data and information as the City may require pertaining to matters covered by this Agreement.
- g. Consultant shall ensure that at any time during normal business hours and as often as the City may deem necessary, there shall be made available to the City for examination, all of its records with respect to all matters covered by this Agreement Consultant will also permit the City to audit, examine, and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, conditions of employment, and other data relating to all matters covered by this Agreement.

4. Consultant Representation and Warranties.

Consultant represents and warrants that:

- a. Consultant and all personnel to be provided by it hereunder have sufficient training and experience to perform the duties set forth herein and are in good standing with all applicable licensing requirements.
 - b. Consultant and all personnel provided by it hereunder shall perform their respective duties in a professional and diligent manner in the best interests of the City and in accordance with the then current generally accepted standards of the profession for the provisions of services of this type.
 - c. Consultant has complied or will comply with all legal requirements applicable to it with respect to this Agreement. Consultant will observe all applicable laws, regulations, ordinances and orders of the United States, State of Minnesota and agencies and political subdivisions thereof.
 - d. The execution and delivery of this Agreement and the consummation of the transactions herein contemplated do not and will not conflict with, or constitute a breach of or a default under, any agreement to which the Consultant is a party or by which it is bound, or result in the creation or imposition of any lien, charge or encumbrance of any nature upon any of the property or assets of the Consultant contrary to the terms of any instrument or agreement.
 - e. There is no litigation pending or to the best of the Consultant's knowledge threatened against the Consultant affecting its ability to carry out the terms of this Agreement or to carry out the terms and conditions of any other matter materially affecting the ability of the Consultant to perform its obligations hereunder.
 - f. The Consultant will not, without the prior written consent of the City, enter into any agreement or other commitment the performance of which would constitute a breach of any of the terms, conditions, provisions, representations, warranties and/or covenants contained in this Agreement.
5. Agreement Period.
- a. The term of this Agreement shall commence on the Effective Date and performance shall be completed within one (1) year from the Effective Date, unless terminated earlier as provided for herein.
 - b. The City may, by giving written notice, specifying the effective date thereof, terminate this Agreement in whole or in part without cause. In the event of termination, all property and finished or unfinished documents

and other writings prepared by Consultant under this Agreement shall become the property of the City and Consultant shall promptly deliver the same to the City. Consultant shall be entitled to compensation for services properly performed by it to the date of termination of this Agreement. In the event of termination due to breach by Consultant, the City shall retain all other remedies available to it, and the City shall be relieved from payment of any fees in respect of the services of Consultant which gave rise to such breach.

6. Independent Contractor.

- a. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of copartners between the parties hereto or as constituting Consultant as an agent, representative or employee of the City for any purpose or in any manner whatsoever. The parties do not intend to create any third party beneficiary of this Agreement. Consultant and its employees shall not be considered employees of the City, and any and all claims that may or might arise under the Worker's Compensation Act of the State of Minnesota on behalf of Consultant's employees while so engaged, and any and all claims whatsoever on behalf of Consultant's employees arising out of employment shall in no way be the responsibility of City. Except for compensation provided in Section II of this Agreement, Consultant's employees shall not be entitled to any compensation or rights or benefits of any kind whatsoever from City, including without limitation, tenure rights, medical and hospital care, sick and vacation leave, Worker's Compensation, Unemployment Insurance, disability or severance pay and P.E.R.A. Further, City shall in no way be responsible to defend, indemnify or save harmless Consultant from liability or judgments arising out of Consultant's intentional or negligent acts or omissions of Consultant or its employees while performing the work specified by this Agreement.
- b. The parties do not intend by this Agreement to create a joint venture or joint enterprise, and expressly waive any right to claim such status in any dispute arising out of this Agreement.
- c. Contractor expressly waives any right to claim any immunity provided for

in Minnesota Statutes Chapter 466 or pursuant to the official immunity doctrine.

7. Indemnity.

Consultant shall defend, indemnify and hold City and its employees, officers, and agents harmless from and against any and all cost or expenses, claims or liabilities, including but not limited to, reasonable attorneys' fees and expenses in connection with any claims resulting from the Consultant's a) breach of this agreement or b) its negligence or misconduct or that of its agents or contractors in performing the Services hereunder or c) any claims arising in connection with Consultant's employees or contractors, or d) the use of any materials supplied by the Consultant to the City unless such material was modified by City and such modification is the cause of such claim. This Section shall survive the termination of this Agreement for any reason.

8. Insurance.

a. Consultant shall provide the following minimum amounts of insurance from insurance companies authorized to do business in the state of Minnesota.

- (1) Workers' compensation insurance in accordance with the laws of the State of Minnesota.
- (2) Public Liability and Automobile Liability Insurance with limits not less than **\$1,500,000** Single Limit, and twice the limits provided when a claim arises out of the release or threatened release of a hazardous substance; shall be in a company approved by the city of Duluth; and shall provide for the following: Liability for Premises, Operations, Completed Operations, Independent Contractors, and Contractual Liability.
- (3) Professional Liability Insurance in an amount not less than **\$1,500,000** Single Limit; provided further that in the event the professional malpractice insurance is in the form of "claims made," insurance, 60 days notice prior to any cancellation or modification shall be required; and in such event, Consultant agrees to provide the City with either evidence of new insurance coverage conforming to the provisions of this paragraph which will provide unbroken protection to the City, or, in the alternative, to purchase

at its cost, extended coverage under the old policy for the period the state of repose runs; the protection to be provided by said "claims made" insurance shall remain in place until the running of the statute of repose for claims related to this Agreement.

- (4) **City of Duluth shall be named as Additional Insured** under the Public Liability and Automobile Liability, or as an alternate, Consultant may provide Owners-Contractors Protective policy, naming himself and City of Duluth. Consultant shall also provide evidence of Statutory Minnesota Workers' Compensation Insurance. Consultant to provide Certificate of Insurance evidencing such coverage with 30-days notice of cancellation, non-renewal or material change provisions included. The City of Duluth does not represent or guarantee that these types or limits of coverage are adequate to protect the Consultant's interests and liabilities.
 - (5) If a certificate of insurance is provided, the form of the certificate shall contain an unconditional requirement that the insurer notify the City without fail not less than 30 days prior to any cancellation, non-renewal or modification of the policy or coverages evidenced by said certificate and shall further provide that failure to give such notice to City will render any such change or changes in said policy or coverages ineffective as against the City.
 - (6) **The use of an "Accord" form as a certificate of insurance shall be accompanied by two forms – 1) ISO Additional Insured Endorsement (CG-2010 pre-2004) and 2) Notice of Cancellation Endorsement (IL 7002) or equivalent, as approved by the Duluth City Attorney's Office.**
- b. The insurance required herein shall be maintained in full force and effect during the life of this Agreement and shall protect Consultant, its employees, agents and representatives from claims and damages including but not limited to personal injury and death and any act or failure to act by Consultant, its employees, agents and representatives in the negligent performance of work covered by this Agreement.
 - c. Certificates showing that Consultant is carrying the above described

insurance in the specified amounts shall be furnished to the City prior to the execution of this Agreement and a certificate showing continued maintenance of such insurance shall be on file with the City during the term of this Agreement.

- d. The City shall be named as an additional insured on each liability policy other than the professional liability and the workers' compensation policies of the Consultant.
- e. The certificates shall provide that the policies shall not be changed or canceled during the life of this Agreement without at least 30 days advanced notice being given to the City.

9. Notices

Unless otherwise expressly provided herein, any notice or other communication required or given shall be in writing and shall be effective for any purpose if served, with delivery or postage costs prepaid, by nationally recognized commercial overnight delivery service or by registered or certified mail, return receipt requested, to the following addresses:

City:

City of Duluth
1532 West Michigan Street
Duluth, MN 55806
Attn: Tari Rayala, Facility Project
Specialist

Consultant

Julee Quarve-Peterson, Inc.
6450 York Ave. S. #210
Edina, MN 55435
Attn: Julee Quarve-Peterson

10. Civil Rights Assurances

Consultant, as part of the consideration under this Agreement, does hereby covenant and agree that:

- a. No person on the grounds of race, color, creed, religion, national origin, ancestry, age, sex, marital status, status with respect to public assistance, sexual orientation, and/or disability shall be excluded from any participation in, denied any benefits of, or otherwise subjected to discrimination with regard to the work to be done pursuant to this Agreement.
- b. That all activities to be conducted pursuant to this Agreement shall be

conducted in accordance with the Minnesota Human Rights Act of 1974, as amended (Chapter 363), Title 7 of the U.S. Code, and any regulations and executive orders which may be affected with regard thereto.

11. Laws, Rules and Regulations.

Consultant agrees to observe and comply with all laws, ordinances, rules and regulations of the United States of America, the State of Minnesota and the City with respect to their respective agencies which are applicable to its activities under this Agreement.

12. Applicable Law.

This Agreement, together with all of its paragraphs, terms and provisions is made in the state of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota. The appropriate venue and jurisdiction for any litigation hereunder will be those courts located in St. Louis County.

13. Force Majeure.

Neither party shall be liable for any failure of or delay in performance of its obligations under his Agreement to the extent such failure or delay is due to circumstances beyond its reasonable control, including, without limitation, acts of God, acts of a public enemy, fires, floods, wars, civil disturbances, sabotage, accidents, insurrections, blockades, embargoes, storms, explosions, labor disputes, acts of any governmental body (whether civil or military, foreign or domestic), failure or delay of third parties or governmental bodies from whom a party is obtaining or must obtain approvals, franchises or permits, or inability to obtain labor, materials, equipment, or transportation. Any such delays shall not be a breach of or failure to perform this Agreement or any part thereof and the date on which the party's obligations hereunder are due to be fulfilled shall be extended for a period equal to the time lost as a result of such delays.

14. Severability

In the event any provision herein shall be deemed invalid or unenforceable, the remaining provision shall continue in full force and effect and shall be binding upon the parties to this Agreement.

15. Entire Agreement

It is understood and agreed that the entire agreement of the parties including all exhibits is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter

hereof. Any amendment to this Agreement shall be in writing and shall be executed by the same parties who executed the original agreement or their successors in office.

16. Counterparts

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and date first above shown.

CITY OF DULUTH

JULEE QUARVE-PETERSON, INC.

By: _____
Its Mayor

By _____

Attest:

Its _____
Title of Representative

By: _____
City Clerk
Date:

Date:

Countersigned:

City Auditor

Approved as to form:

City Attorney

EXHIBIT A
PROPOSAL



August 8, 2012

Tari L. Rayala, AIA
Facility Projects Specialist
City of Duluth
1532 West Michigan Street
Duluth, MN 55802

Dear Ms. Rayala:

Julee Quarve-Peterson, Inc. (JQP, Inc.) proposes to provide consulting services to the City of Duluth for the purpose of complying with applicable codes, laws and design guidelines pertaining to accessibility for persons with disabilities. JQP, Inc. is extremely qualified to assist in this review for compliance with the:

- Americans with Disabilities Act Requirements of 1990, 2010
- Section 504 of the 1973 Rehabilitation Act
- The Minnesota State Building Code- Minnesota Rules Chapter 1341, July 2007
- Americans with Disabilities Act 2010 Standards for Accessible Design (including recreation facilities)
- Draft Final Accessibility Guidelines: Outdoor Developed Areas (used as best practice)

Julee Quarve-Peterson of JQP, Inc. has been specializing in accessibility since 1978. JQP, Inc. has extensive experience with City, County and School District self-evaluations, facility surveys, transition planning, staff development, presentations and database development. One of JQP, Inc.'s strengths is the ability to provide practical and effective options for accessibility compliance.

JQP, Inc. can provide the City of Duluth with a team focused on accessibility issues and knowledgeable in the "meshing" of laws, codes and design guidelines for new construction and their application to existing buildings, programs, budgets and the construction process.

JQP, Inc. specifically proposes the following services:

A. Facilities Surveys

Conduct and document site visits for the listed locations. Documentation will include listing of issues of non-compliance, code references, assigned priority to their significance (door knob on main entry vs. door knob on storage closet) and probable cost for corrective action. (The information in the database satisfies the requirements of a transition plan.) The information will be entered into a Microsoft Access database that will be provided to the City. In addition to the database, captioned photos and keynoted floorplans (when provided by the City) will be prepared for each site.

For the list of facilities to be included and the cost estimate, see *Attachment A*

julee quarve-peterson, inc.
6450 york ave s #210
edina, mn 55435

phone: 612.374.3031
fax: 952.920.0915
e-mail: jqp_inc@yahoo.com

B. Park Surveys

Conduct and document site visits for the listed locations. Documentation will include photographs identifying issues of non-compliance, code references, assigned priorities to their significance and recommendations for corrective action. Elements surveyed will include parking, exterior accessible routes, playfields, ball fields, team/player seating, spectator seating, beaches, waterfront development, shelter buildings, toilet facilities, trails, picnic areas, benches, hard surface play courts, playground equipment accessibility, routes to the defined play areas, and surface material accessibility will be reviewed.

For the list of parks to be included and the cost estimate, see *Attachment B*

C. Administrative- Programs, Policies, Procedures

JQP, Inc. will work with city staff to review policies and procedures (both formal/written and informal) to ensure they are not discriminatory and possibly recommend ideas for increased accessibility and participation in all Duluth Parks and Recreation programs. (Examples of policies include: Other Power Driven Mobility Devices, golf course cart/ride along policy, registration for programs, etc.)

D. Staff Development / Training

JQP, Inc. can coordinate and assist in staff development as appropriate. A training session customized for individuals interested in facilities, construction, alterations and maintenance can be provided including information regarding products, design techniques and costs. JQP, Inc. recommends conducting a training with department heads at the end of the project so examples specific to the City of Duluth can be used to identify things the City is doing well in addition to opportunities to improve accessibility.

E. Plan Review

JQP, Inc. is available to conduct plan reviews of upcoming and proposed projects to ensure compliance with current accessibility requirements.

Hourly Billing Rates

The fee for this project will be billed at the following hourly rates:

Accessibility Project Manager	\$125.00 per hour (Julee Quarve-Peterson)*
Accessibility Specialist	\$85.00 per hour (Mara Peterson)*
Office Services and Support	\$65.00 per hour

* Note- Julee Quarve-Peterson and Mara Peterson will personally survey each site.

Total proposed fee is not expected to exceed:

A. Facilities Surveys	\$34,952.50 (See Attachment 1)
B. Parks Surveys	\$16,422.50 (See Attachment 2)
C. Administrative- Policies, Practices, Procedures	\$3,000
D. Staff Development / Training	\$2,000
E. Plan Review	At Above Hourly Rates

Expenses

Standard reimbursable expenses are in addition to fees and include:

Mileage	\$0.51 per mile (or current GSA rate)
Copies / Printing / Report Assembly	At cost
Lodging	At cost (estimated based on GSA rate of \$85 / night)
Meals	At cost (estimated based on GSA rate of \$56 / day x 2 people)

At estimate for expenses is provided in *Attachment 1* and *Attachment 2*.

This proposal is valid through December 31, 2012.

If this proposal reflects your understanding of the services to be provided by JQP, Inc. please sign and return a copy to our office. Please indicate at the bottom of this page which of the services (A-E) the city wishes to approve at this time. If you have any questions regarding this proposal or wish to modify the scope of work, please contact Julee Quarve-Peterson at 612.374.3031.

Work can be scheduled to begin upon receipt of signed contract, with a completion date set prior to the beginning of work effort.



Julee Quarve-Peterson, JQP, Inc.

Date

Authorized Signature for City of Duluth

Date

Task

Approved for this contract

- A. Facilities Surveys (*Attachment A*)
- B. Parks Surveys (*Attachment B*)
- C. Administrative- Policies, Practices, Procedures
- D. Staff Development / Training
- E. Plan Review

Attachment 1: Facilities

JQP, Inc. identified the facilities below based on the list you provided. JQP, Inc. has included the facilities we believe are the highest priority for evaluating accessibility, based on the level of public use.

Facility	Fee Estimate
City Hall	\$1,770
Park Point Beach House (including parking; not including park amenities)	\$590 ✓
Fryberger Arena	\$675 ✓
Fire Halls (Qty. 9)	\$3,540
Washington Center	\$885 ✓
Lake Superior Zoo (including all buildings and public pedestrian routes)	\$2,360 ✓
Enger Tower	\$527.50 ✓
Enger Club House (including parking; not including golf course)	\$1,180 ✓
Lester Club House (including parking; not including golf course)	\$1,180 ✓
Parking Ramps (Qty. 5)	\$2,020
Wade Stadium (including parking)	\$1,180 ✓
Main Library	\$885
West Duluth Library	\$590
Hartley Nature Center	\$885 ✓
Bathroom Buildings (Qty. 10)	\$2,525 ✓
Community Centers (Qty. 24)	\$14,160 ✓
TOTAL	\$34,952.50

Based on the facilities listed above, JQP, Inc. estimates the following expenses:

Travel:

JQP, Inc. anticipates completing the site visits over the course of 3 separate trips to Duluth, each for 5 days.

Meals: $\$56 \times 2 \text{ people} \times 15 \text{ days} = \$1,680$

Lodging: $\$85 \text{ night} \times 15 \text{ nights} = \$1,275$

Mileage (to / from Duluth): $334 \text{ miles RT} \times 3 \text{ trips} = 1,002 \text{ miles} \times 0.51 \text{ mile} = \511.02

Mileage (within Duluth, between sites): approximately $300 \text{ miles} \times 0.51 \text{ mile} = \153

Report Production:

Printing, report assembly, etc.: approximately \$800

Total Expense Estimate: \$4,419.02

Attachment 2: Parks

JQP, Inc. identified the parks below based on the list you provided. JQP, Inc. has included the parks we believe are the highest priority for evaluating accessibility, based on the level of public use and amount of development/amenities (focusing on parks the City has identified as "regional" or "special use").

Park	Fee Estimate
Arlington Athletic Complex	\$295
Bayfront Festival Park	\$1,180
Brighton Beach (Kitchi Gammi Park)	\$590
Canal Park	\$590
Chester Park- Upper	\$590
Enger Park	\$295
Enger Golf Course	\$590
Hartley Park	\$590
Hawk Ridge	\$590
Indian Point Campground	\$1,180
Lake Park Athletic Complex (Jean Duluth Soccer)	\$590
Lakewalk	\$885
Leif Erikson Park	\$442.50
Lester Park Golf Course	\$590
Park Point (Minnesota Point)	\$590
Rose Garden	\$295
Spirit Mt. Recreation Area	\$1,770
Wade Sports Complex	\$590
Wheeler Athletic Complex	\$1,180
TOTAL	\$13,422.50

Based on the parks listed above, JQP, Inc. estimates the following expenses:

Travel:

JQP, Inc. anticipates completing the site visits over the course of 2 separate trips to Duluth, each for 5 days.

Meals: $\$56 \times 2 \text{ people} \times 10 \text{ days} = \$1,120.00$

Lodging: $\$85 \text{ night} \times 10 \text{ nights} = \850

Mileage (to / from Duluth): $334 \text{ miles RT} \times 2 \text{ trips} = 668 \text{ miles} \times 0.51 \text{ mile} = \340.68

Mileage (within Duluth, between sites): approximately $200 \text{ miles} \times 0.51 \text{ mile} = \102

Report Production:

Printing, report assembly, etc.: approximately \$500

Total Expense Estimate: \$2,912.68