

ATTACHMENT 2
STATEMENT OF WORK

Kandiyohi County
Kandiyohi County CSAH 55 Highway-Rail Grade Crossing Elimination Project
FY 2022 Consolidated Rail Infrastructure and Safety Improvements (CRISI) Program

I. AUTHORITY

Authorization	49 U.S.C. 24407(c)(1)
Funding Authority/Appropriation	Consolidated Appropriations Act, 2022 Division L, Title I (Pub. L. 117-103 (March 15, 2022)), and Infrastructure Investment and Jobs Act, Division J, Title II (Pub. L. 117-58 (November 15, 2021))
Notice of Funding Opportunity	Notice of Funding Opportunity for the Consolidated Rail Infrastructure and Safety Improvements Program for Fiscal Year 2022, 87 FR 54278, September 2, 2022, Vol. 87, No. 170, Pages 54278-54295, FR 09/02/2022

II. BACKGROUND

This Agreement funds the Kandiyohi County (County or Grantee) for requirements to support the construction of a new overpass on County State Aid Highway (CSAH) 55 that will span the Burlington Northern Santa Fe (BNSF) rail line (two tracks) at milepost 3.119 and reconstruct one mile of rural two-lane highway on CSAH 55 in Willmar, MN (Project).

The Project will advance highway and rail crossing safety by eliminating a current at-grade crossing and improve the rural transportation system and regional freight travel by reconstructing the roadway to a new condition. The Project will also reconfigure the intersection of CSAH 55 and CSAH 5, addressing a geometrically deficient intersection and improving sight distances for all users.

To the extent there is a conflict between Attachment 1 and this Attachment 2, Attachment 1 governs.

III. GENERAL OBJECTIVE

The objective of this Grant Application is for the Grantee to secure funding required to support final design and construction of the Kandiyohi County CSAH 55 Highway-Rail Grade Crossing Elimination Project.

The one-mile section of CSAH 55 on the western side of Willmar, Minnesota experiences frequent blocked crossings and restricted emergency access to the region's primary commercial area due to conflicts created by vehicular traffic and freight trains that pass through the area. Kandiyohi County, with the support of Minnesota State Department of Transportation (MNDOT), seeks a Railroad Crossing Elimination FY22 Grant of \$4,824,563 to complete final design and construction (including contingency and construction management) for highway improvements and an overpass over the rail line to provide unimpeded, rail-separated access.

The Project will capitalize on other recent transportation improvements in the area such as the Willmar Rail Connector and Industrial Access Project (Willmar Wye) to improve rail operations and advance efficient automobile and freight access to the current and future businesses within and around the expanding Willmar Industrial Park. The Project will also reestablish the local road network for CSAH 55 to improve regional connectivity and access to Minnesota Trunk Highway (TH) 23, TH 40, US 71, and US 12. These improvements will vastly improve freight efficiency, improve rural safety, and strengthen rural access to economic opportunities, and with this funding request the funding gap to construct the project is achieved.

The Project will consist of the following:

- Construction of an overpass to eliminate one at-grade rail crossing with two tracks
- Reconstruction of one mile of rural two-lane highway

IV. PROJECT LOCATION

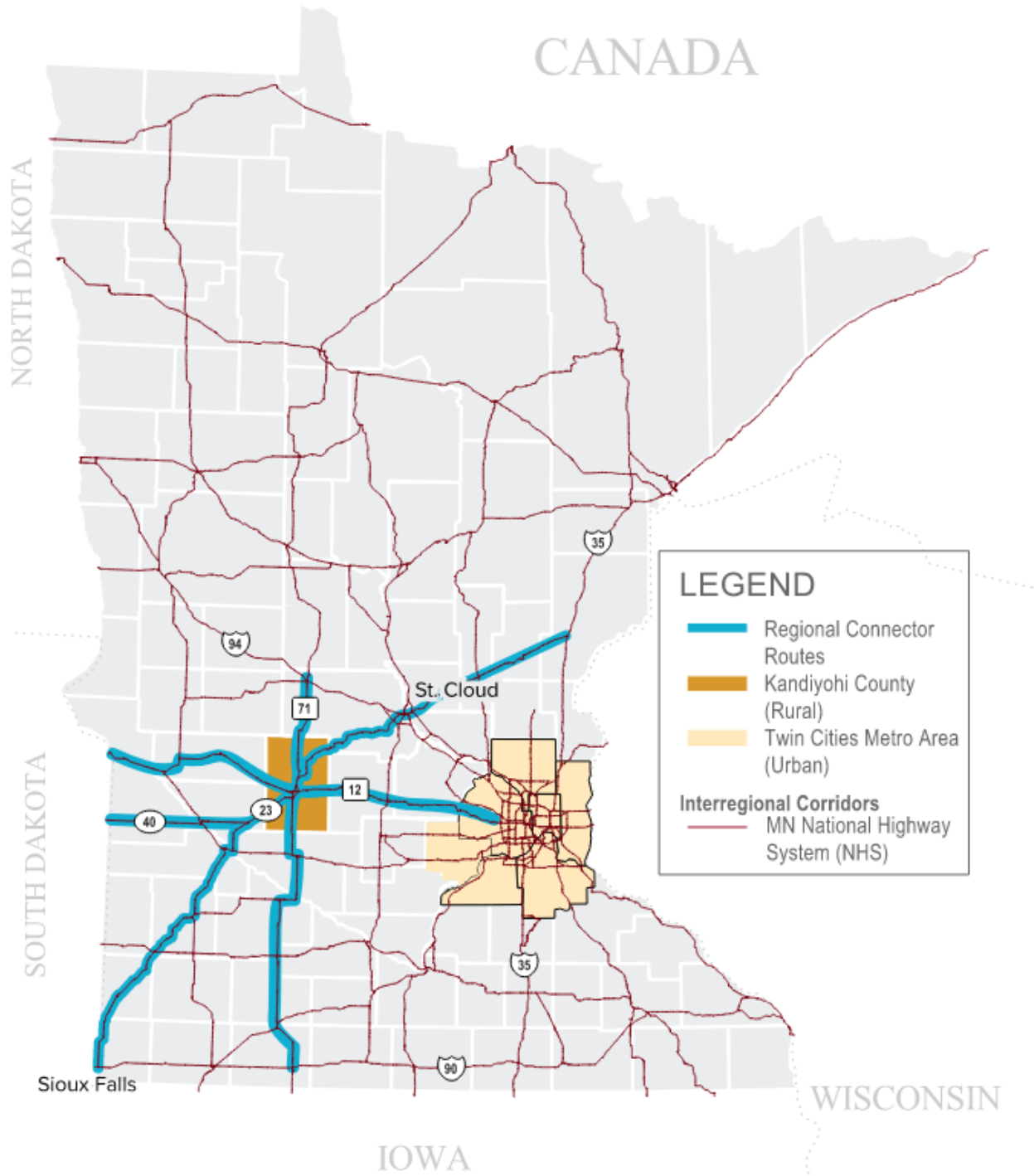
The Project will be located in Minnesota's Seventh Congressional District at FRA Crossing #067715J.

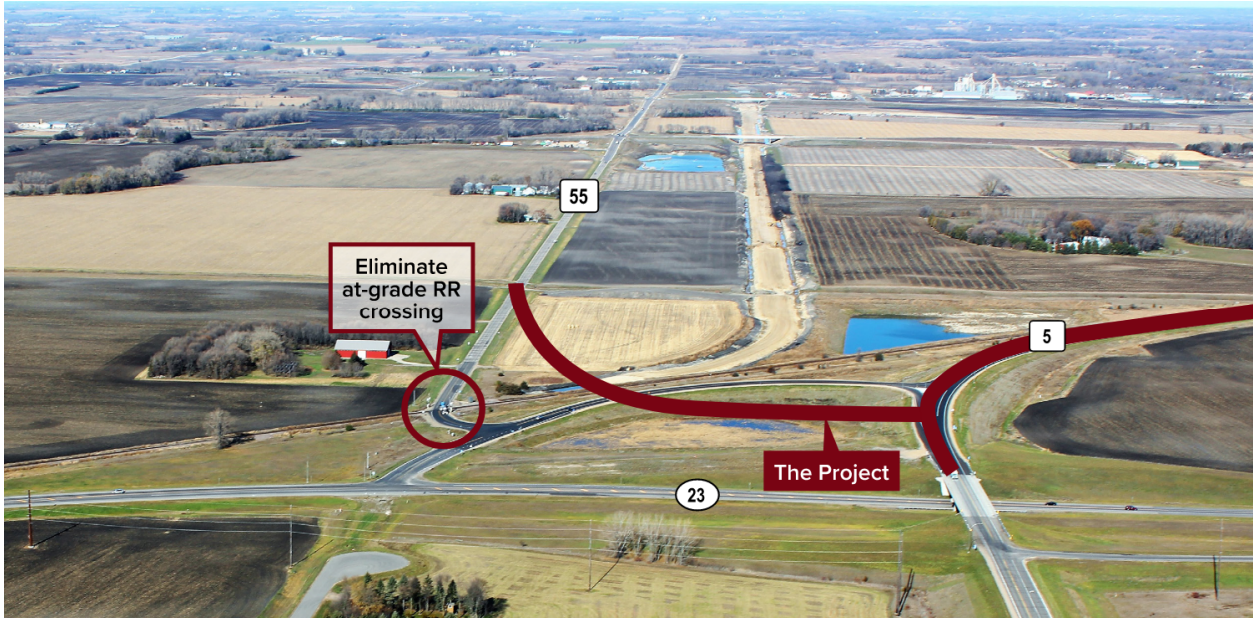
As of 2019, there are ten trains per day¹ passing through this location with average delays ranging from 15 to 20 minutes. The Kandiyohi County CSAH 55 Highway-Rail Grade Crossing Elimination Project area is located outside of the western limits of the City of Willmar (City), in Kandiyohi County, Minnesota. The project area stretches approximately one mile along CR 55, and is bounded by CSAH 40 to the north, 19th Avenue SW to the east, and TH 23 to the south. Directly to the west is rural farmland.

The geospatial data for the Project site is approximately between 19th Avenue SW lat. 45°5'25.40"N long. - 95° 6'14.18"W and CSAH 55 lat. 45° 5'32.18"N long. - 95° 6'15.74"W along CSAH 55 in Willmar, MN.

¹ FRA Railroad Crossing Inventory

Figure 1. Project Location Map





V. DESCRIPTION OF WORK

Task 1: Detailed Project Work Plan, Budget, and Schedule

For this initial task, the Grantee will prepare a detailed Project Work Plan for Tasks 2, 3, and 4. The project work plan will describe, in detail, the activities and steps necessary to complete these tasks outlined in this statement of work. The work plan shall also include information about the project management approach including team organization, team decision-making, roles and responsibilities, and interaction with FRA. In addition, the work plan will include the project schedule, a detailed project budget, and an environmental class of action recommendation memorandum. If the Grantee needs to secure an agreement with the host railroad to access the railroad's property and perform the PE and/or environmental work, the executed agreement should be included with the detailed work plan. The work plan shall identify studies to be conducted as part of the environmental review and evaluation process for the Construction Project. The Project work plan will be reviewed and approved by the FRA.

The Grantee acknowledges that work on Tasks 2, 3 and 4 will not commence until the detailed work plan has been completed and submitted to FRA and approval received in writing. FRA will not reimburse the Grantee for costs incurred in contravention of this requirement.

Task 1 Deliverables:

- Detailed Project Work Plan, Budget, and Schedule
- Project Agreements (if applicable)

Task 2: Design / Permitting

The Project requests \$200,000 (50 percent) in federal funds to complete Final Design engineering. Final Design includes the design and coordination to develop the 60% plan set

which will incorporate 30% comments and include all required plan sheets. It will also include a 95% Final County Review of the construction plans.

Task 2 Deliverables:

- Final Design Plans and Cost Estimates
- All necessary permits

Task 3: Construction

The Project requests \$4,624,543 (50 percent) in federal funds to complete construction. Construction services may include: establishing temporary field offices; setting up job files, working folders, and record keeping systems; maintaining organized construction files; scheduling and conducting preconstruction meetings; handling/preparing project correspondence to respond to the parties involved with each project, confirm verbal discussions/directives, document actions taken and decisions made; preparing and maintaining documentation for project activities noting events affecting construction progress (weather, manpower, site equipment, work performed); monitoring the submittal review process including maintenance of submittal logs; review and monitoring of project schedules for construction progress with emphasis on milestone completion dates, phasing requirements, work flow, material deliveries, test dates, assisting in problem resolution and handling of disputed issues (including development of Government position, drafting final decision letter); maintaining marked up sets of project plans and specifications for future as-built drawings; performing routine inspections of construction as work proceeds, review of construction contractor payment requests (including preparation of necessary forms for payment processing); monitoring project financial data and budgetary cost accounting (maintain spreadsheets indicating project fund allowances, obligations, payments, balances, planned expenditures); administration of construction contract change orders (preparing cost estimates, reviewing cost proposals, assisting in negotiations, preparing change order packages for processing); scheduling, conducting, and documenting regular progress meetings with all interested parties to review project status, discuss problems, and resolve issues; scheduling, conducting, and documenting (prepare minutes for distribution) construction related project meetings; monitoring construction contractor compliance with established safety standards (note and report unsafe working conditions, failures to adhere to safety plan required by construction contract); monitoring construction contractor's compliance with contract labor standards (including performing site labor interviews, collecting, reviewing, and maintaining weekly payrolls for all project contractors and subcontractors, reporting potential wage violations); coordination of construction activities with Building Managers and occupying agency personnel; monitoring the design and construction clarification process and, when appropriate, reminding the A/E and other parties involved of the need for timely actions and notifying of potential delays; participation in all "Partnering" activities during construction (workshops, meetings,); preparing special reports and regular project status reports; providing for progress and/or final photographs of project work; perform site surveys using a registered surveyor (establish building lines, elevations, approaches, utility locations); provide drafting services with CADD support (as-built drawings, survey layouts, utility plans); Building Information Modeling (BIM) support; provide assistance in obtaining permits; perform

hazardous material assessments and monitoring of hazardous material abatement work; and provide cost estimating assistance.

Task 3 Deliverables:

- As-built Plan Set
- Punch List
- Final Financial Documents

Task 4: Project Closeout

The Grantee will perform all close-out processes for the Project. Project Closeout will incorporate any administrative effort required by the Grantee to complete and summarize the planned work. Internal procedures will be followed to close out the project. Notice will be provided to FRA when the Project is complete and will include an estimate of the remaining scheduled time to complete the project closeout requirements.

The Grantee will submit a Final Performance Report, along with other final reports as required under this Agreement, to the FRA within 90 days of the Period of Performance end date. The Final Performance Report would describe the cumulative activities of the Project, including a complete description of the Grantee’s achievements with respect to the Project objectives and milestones.

Task 4 Deliverables:

- Final Performance Report

VI. PROJECT COORDINATION

The Grantee shall perform all tasks required for the Project through a coordinated process, which will involve affected railroad owners, operators, and funding partners, including:

- Burlington Northern Santa Fe (BNSF) Railroad
- Kandiyohi County
- City of Willmar
- Minnesota Department of Transportation (MnDOT)
- FRA

VII. PROJECT MANAGEMENT

The Grantee is responsible for facilitating the coordination of all activities necessary for implementation of the Project. Upon award of the Project, the Grantee will monitor and evaluate the Project’s progress through regular progress meetings scheduled throughout the Project’s duration. The Grantee will:

- Participate in a project kickoff meeting with FRA

- Complete necessary tasks to hire a qualified consultant/contractor to perform required Final Design and construction work
- Hold regularly scheduled Project meetings with FRA
- Inspect and approve work as it is completed
- Review and approve invoices as appropriate for completed work
- Perform Project close-out audit to ensure contractual compliance and issue close-out report
- Submit to FRA all required Project deliverables and documentation on-time and according to schedule, including periodic receipts and invoices
- Comply with all FRA Project reporting requirements, including, but not limited to:
 - a. Status of project by task breakdown and percent complete
 - b. Changes and reason for changes in and updated versions of Detailed Project Work Plan, Budget, and Schedule
 - c. Description of unanticipated problems and any resolution since the immediately preceding progress report
 - d. Summary of work scheduled for the next progress period
- Read and understand the Terms and Conditions of this Agreement (Attachment 1)
- Notify FRA of changes to this Agreement that require written approval or modification to the Agreement.