



PROFESSIONAL SERVICES AGREEMENT

For

Shorewood Park Sanitary District MPCA Permit Compliance Assistance

Richard Storck
District Chairman
50482 Shorewood Circle
Rush Ciy, MN 55069
(612) 919-5119

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August 21, 2026

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THIS **AGREEMENT** is between the Shorewood Park Sanitary District (hereafter "CLIENT") and HR GREEN, INC. (hereafter "COMPANY").

1.0 Project Understanding

1.1 General Understanding

The MPCA issued a new permit for the SPSPD Wastewater Treatment Facility on April 17, 2026. The new permit requires compliance with phosphorous management, enhanced nitrogen management, and inflow and infiltration reduction. This proposal will assist the SPSPD in meeting those requirements and identify potential improvements to gain long-term compliance. In the case of I/I, additional recommendations for future actions may be necessary to fully implement improvements to gain compliance. Specifically, this proposal includes:

- Review of existing operational sampling methods and recommendations for future sampling
- Development of a Total Phosphorous Management Plan including recommendations for
 - improvements to meet MPCA requirements
- Development of a Nitrogen Removal Plan including recommendations for improvements to meet MPCA requirements
- Development of an I/I Reduction Plan to meet MPCA Requirements – the plan will document
- existing conditions and a description of future efforts that the SPSPD could initiate to identify and eliminate sources of I/I. The plan will include:
 - Manhole inspections with HR Green and District staff;
 - Review of any available CCTV,
 - Flow monitoring (up to 4 meters for 3 months – anticipated for spring of 2027) to help
 - identify areas where I/I is more prevalent in the system, and
 - Development of a report that identifies future investigations and/or improvements
 - necessary to reduce I/I.
 - Recommended future investigation may include:
 - Smoke testing – City to hire Rural Water to conduct smoke testing.
 - Provide guidance on utility mailing information for educating homeowners of the harm in connecting their sump pumps to the sanitary sewer. Review existing sump pump ordinance. Provide an example home inspection form to be used by the SPSPD in a future door-to-door sump pump inspection.

Based on information we have received from the MPCA, another round of Resiliency grants may be initiated in September 2026 for communities to conduct further I/I assessment of sanitary sewer systems. HR Green will inform the SPSPD if the grant program becomes available in 2026, to assist with future inspections, flow monitoring and/or smoke testing.



2.0 Scope of Services

The CLIENT agrees to employ COMPANY to perform the following services:

For a complete scope of services, see the attached letter.

3.0 Deliverables and Schedules Included in this Agreement

The project schedule will be coordinated with the district upon award, but approximate schedule is provided below:

Task	Schedule
Authorization by District	August 2026
Initial Site Visit	September 2026
Draft I/I Reduction, Enhanced Phosphorus Management Plan	September 22, 2026
Final I/I Reduction, Enhanced Phosphorus Management Plan	October 7, 2026
Submit I/I Reduction Plan and EPMP to MPCA	October 14, 2026
Flow Monitoring	March 2027
Draft Nitrogen Management Plan	September 15, 2027
Final Nitrogen Management Plan	September 30, 2027
Submit Nitrogen Management Plan to MPCA	October 14, 2027

This schedule was prepared to include reasonable allowances for review and approval times required by the CLIENT and public authorities having jurisdiction over the project. This schedule shall be equitably adjusted as the project progresses, allowing for changes in the scope of the project requested by the CLIENT or for delays or other causes beyond the control of COMPANY.

4.0 Items not included in Agreement/Supplemental Services

The following items are not included as part of this AGREEMENT:

1. Permit assistance aside from the MPCA permit discussed in this contract.
2. Detailed design drawings of system upgrades discussed in MPCA facility plan.

Supplemental services not included in the AGREEMENT can be provided by COMPANY under separate agreement, if desired.

5.0 Services by Others

None.

6.0 Client Responsibilities

District staff shall provide the following items:

1. Available drawings and maps of sewer system.
2. Provide available televising data of the collection system.
3. Provide staff to assist with manhole inspections.



4. Provide staff to assist during flow meter installation.
5. Provide available usage data for current and dry weather months.
6. Coordinate with Rural Water for Smoke Testing.
7. Collection of wastewater samples for testing by others.
8. Legal review of information as needed by the project.

7.0 Professional Services Fee

7.1 Fees

The fee for services will be based on COMPANY standard hourly rates current at the time the AGREEMENT is signed. These standard hourly rates are subject to change upon 30 days' written notice. Non-salary expenses directly attributable to the project such as: (1) living and traveling expenses of employees when away from the home office on business connected with the project; (2) identifiable communication expenses; (3) identifiable reproduction costs applicable to the work; and (4) outside services will be charged in accordance with the rates current at the time the service is done.

7.2 Invoices

Invoices for COMPANY's services shall be submitted, on a monthly basis. Invoices shall be due and payable upon receipt. If any invoice is not paid within 30 days, COMPANY may, without waiving any claim or right against the CLIENT, and without liability whatsoever to the CLIENT, suspend or terminate the performance of services. The retainer shall be credited on the final invoice. Accounts unpaid 30 days after the invoice date may be subject to a monthly service charge of 1.5% (or the maximum legal rate) on the unpaid balance. In the event that any portion of an account remains unpaid 60 days after the billing, COMPANY may institute collection action and the CLIENT shall pay all costs of collection, including reasonable attorneys' fees.

7.3 Extra Services

Any service required but not included as part of this AGREEMENT shall be considered extra services. Extra services will be billed on a Time and Material basis with prior approval of the CLIENT.

7.4 Exclusion

This fee does not include attendance at any meetings or public hearings other than those specifically listed in the Scope of Services. These service items are considered extra and are billed separately on an hourly basis.

7.5 Payment

The CLIENT AGREES to pay COMPANY on the following basis:

Time and material basis with a Not to Exceed fee of \$130,000.



8.0 Terms and Conditions

The following Terms and Conditions are incorporated into this AGREEMENT and made a part of it.

8.1 Standard of Care

Services provided by COMPANY under this AGREEMENT will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing at the same time and in the same or similar locality.

8.2 Entire Agreement

This AGREEMENT and its attachments constitute the entire understanding between CLIENT and COMPANY relating to COMPANY's services. Any prior or contemporaneous agreements, promises, negotiations, or representations not expressly set forth herein are of no effect. Subsequent modifications or amendments to this AGREEMENT shall be in writing and signed by the parties to this AGREEMENT. If the CLIENT, its officers, agents, or employees request COMPANY to perform extra services pursuant to this AGREEMENT, CLIENT will pay for the additional services even though an additional written agreement is not issued or signed.

8.3 Time Limit and Commencement of Services

This AGREEMENT must be executed within ninety (90) days to be accepted under the terms set forth herein. The services will be commenced immediately upon receipt of this signed AGREEMENT.

8.4 Suspension of Services

If the Project or the COMPANY'S services are suspended by the CLIENT for more than thirty (30) calendar days, consecutive or in the aggregate, over the term of this AGREEMENT, the COMPANY shall be compensated for all services performed and reimbursable expenses incurred prior to the receipt of notice of suspension. In addition, upon resumption of services, the CLIENT shall compensate the COMPANY for expenses incurred as a result of the suspension and resumption of its services, and the COMPANY'S schedule and fees for the remainder of the Project shall be equitably adjusted.

If the COMPANY'S services are suspended for more than ninety (90) days, consecutive or in the aggregate, the COMPANY may terminate this AGREEMENT upon giving not less than five (5) calendar days' written notice to the CLIENT.

If the CLIENT is in breach of this AGREEMENT, the COMPANY may suspend performance of services upon five (5) calendar days' notice to the CLIENT. The COMPANY shall have no liability to the CLIENT, and the CLIENT agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this AGREEMENT by the CLIENT. Upon receipt of payment in full of all outstanding sums due from the CLIENT, or curing of such other breach which caused the COMPANY to suspend services, the COMPANY shall resume services and there shall be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

8.5 Books and Accounts

COMPANY will maintain books and accounts of payroll costs, travel, subsistence, field, and incidental expenses for a period of five (5) years. Said books and accounts will be available at all reasonable times for examination by CLIENT at the corporate office of COMPANY during that time.

8.6 Insurance

COMPANY will maintain insurance for claims under the Worker's Compensation Laws, and from General Liability and Automobile claims for bodily injury, death, or property damage, and Professional Liability insurance caused by the negligent performance by COMPANY's employees of the functions and services required under this AGREEMENT.

8.7 Termination or Abandonment

Either party has the option to terminate this AGREEMENT. In the event of failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party, then the obligation to provide further services under this AGREEMENT may be terminated upon seven (7) days' written notice. If any portion of the services is terminated or abandoned by CLIENT, the provisions of this Schedule of Fees and Conditions in regard to compensation and payment shall apply insofar as possible to that portion of the services not terminated or abandoned. If said termination occurs prior to completion of any phase of the project, the fee for



services performed during such phase shall be based on COMPANY's reasonable estimate of the portion of such phase completed prior to said termination, plus a reasonable amount to reimburse COMPANY for termination costs.

8.8 Waiver

COMPANY's waiver of any term, condition, or covenant or breach of any term, condition, or covenant, shall not constitute a waiver of any other term, condition, or covenant, or the breach thereof.

8.9 Severability

If any provision of this AGREEMENT is declared invalid, illegal, or incapable of being enforced by any Court of competent jurisdiction, all of the remaining provisions of this AGREEMENT shall nevertheless continue in full force and effect, and no provision shall be deemed dependent upon any other provision unless so expressed herein.

8.10 Successors and Assigns

All of the terms, conditions, and provisions hereof shall inure to the benefit of and are binding upon the parties hereto, and their respective successors and assigns, provided, however, that no assignment of this AGREEMENT shall be made without written consent of the parties to this AGREEMENT.

8.11 Third-Party Beneficiaries

Nothing contained in this AGREEMENT shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the COMPANY. The COMPANY's services under this AGREEMENT are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against the COMPANY because of this AGREEMENT or the performance or nonperformance of services hereunder. The CLIENT and COMPANY agree to require a similar provision in all contracts with contractors, subcontractors, sub-consultants, vendors and other entities involved in this project to carry out the intent of this provision.

8.12 Governing Law and Jurisdiction

The CLIENT and the COMPANY agree that this AGREEMENT and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Minnesota without regard to any conflict of law provisions, which may apply the laws of other jurisdictions.

It is further agreed that any legal action between the CLIENT and the COMPANY arising out of this AGREEMENT or the performance of the services shall be brought in a court of competent jurisdiction in the State of Minnesota.

8.13 Dispute Resolution

Mediation. In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the CLIENT and COMPANY agree that all disputes between them arising out of or relating to this AGREEMENT shall be submitted to non-binding mediation unless the parties mutually agree otherwise. The CLIENT and COMPANY further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, sub-consultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

8.14 Attorney's Fees

If litigation arises for purposes of collecting fees or expenses due under this AGREEMENT, the Court in such litigation shall award reasonable costs and expenses, including attorney fees, to the party justly entitled thereto. In awarding attorney fees, the Court shall not be bound by any Court fee schedule, but shall, in the interest of justice, award the full amount of costs, expenses, and attorney fees paid or incurred in good faith.

8.15 Ownership of Instruments of Service

All reports, plans, specifications, field data, field notes, laboratory test data, calculations, estimates and other documents including all documents on electronic media prepared by COMPANY as instruments of service shall remain the property of COMPANY. COMPANY shall retain these records for a period of five (5) years following completion/submission of the records, during which period they will be made available to the CLIENT at all reasonable times.

8.16 Reuse of Documents

All project documents including, but not limited to, plans and specifications furnished by COMPANY under this project are intended for use on this project only. Any reuse, without specific written verification or adoption by COMPANY, shall be at the CLIENT's sole risk, and CLIENT shall defend, indemnify and hold harmless COMPANY from all claims, damages and expenses including attorneys' fees arising out of or resulting therefrom.

Under no circumstances shall delivery of electronic files for use by the CLIENT be deemed a sale by the COMPANY, and the COMPANY makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall the COMPANY be liable for indirect or consequential damages as a result of the CLIENT's use or reuse of the electronic files.

8.17 Failure to Abide by Design Documents or To Obtain Guidance

The CLIENT agrees that it would be unfair to hold COMPANY liable for problems that might occur should COMPANY'S plans, specifications or design intents not be followed, or for problems resulting from others' failure to obtain and/or follow COMPANY'S guidance with respect to any errors, omissions, inconsistencies, ambiguities or conflicts which are detected or alleged to exist in or as a consequence of implementing COMPANY'S plans, specifications or other instruments of service. Accordingly, the CLIENT waives any claim against COMPANY, and agrees to defend, indemnify and hold COMPANY harmless from any claim for injury or losses that results from failure to follow COMPANY'S plans, specifications or design intent, or for failure to obtain and/or follow COMPANY'S guidance with respect to any alleged errors, omissions, inconsistencies, ambiguities or conflicts contained within or arising as a result of implementing COMPANY'S plans, specifications or other instruments of service. The CLIENT also agrees to compensate COMPANY for any time spent and expenses incurred remedying CLIENT's failures according to COMPANY'S prevailing fee schedule and expense reimbursement policy.

8.18 Opinion of Probable Construction Cost

As part of the Deliverables, COMPANY may submit to the CLIENT an opinion of probable cost required to construct work recommended, designed, or specified by COMPANY, if required by CLIENT. COMPANY is not a construction cost estimator or construction contractor, nor should COMPANY'S rendering an opinion of probable construction costs be considered equivalent to the nature and extent of service a construction cost estimator or construction contractor would provide. This requires COMPANY to make a number of assumptions as to actual conditions that will be encountered on site; the specific decisions of other design professionals engaged; the means and methods of construction the contractor will employ; the cost and extent of labor, equipment and materials the contractor will employ; contractor's techniques in determining prices and market conditions at the time, and other factors over which COMPANY has no control. Given the assumptions which must be made, COMPANY cannot guarantee the accuracy of its opinions of cost, and in recognition of that fact, the CLIENT waives any claim against COMPANY relative to the accuracy of COMPANY'S opinion of probable construction cost.

8.19 Design Information in Electronic Form

Because electronic file information can be easily altered, corrupted, or modified by other parties, either intentionally or inadvertently, without notice or indication, COMPANY reserves the right to remove itself from its ownership and/or involvement in the material from each electronic medium not held in its possession. CLIENT shall retain copies of the work performed by COMPANY in electronic form only for information and use by CLIENT for the specific purpose for which COMPANY was engaged. Said material shall not be used by CLIENT or transferred to any other party, for use in other projects, additions to this project, or any other purpose for which the material was not strictly intended by COMPANY without COMPANY's express written permission. Any unauthorized use or reuse or modifications of this material shall be at CLIENT'S sole risk. Furthermore, the CLIENT agrees to defend, indemnify, and hold COMPANY harmless from all claims, injuries, damages, losses, expenses, and attorneys' fees arising out of the modification or reuse of these materials.

The CLIENT recognizes that designs, plans, and data stored on electronic media including, but not limited to computer disk, magnetic tape, or files transferred via email, may be subject to undetectable alteration and/or uncontrollable deterioration. The CLIENT, therefore, agrees that COMPANY shall not be liable for the completeness or accuracy of any materials provided on electronic media after a 30-day inspection period, during which time COMPANY shall correct any errors detected by the CLIENT to complete the design in accordance with the intent of the contract and specifications. After 40 days, at the request of the CLIENT, COMPANY shall submit a final set of sealed drawings, and any additional services to be performed by COMPANY relative to the

submitted electronic materials shall be subject to separate agreement. The CLIENT is aware that differences may exist between the electronic files delivered and the printed hard-copy construction documents. In the event of a conflict between the signed construction documents prepared by the COMPANY and electronic files, the signed or sealed hard-copy construction documents shall govern.

8.20 Information Provided by Others

The CLIENT shall furnish, at the CLIENT's expense, all information, requirements, reports, data, surveys and instructions required by this AGREEMENT. The COMPANY may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof. The COMPANY shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the CLIENT and/or the CLIENT's consultants and contractors.

COMPANY is not responsible for accuracy of any plans, surveys or information of any type including electronic media prepared by any other consultants, etc. provided to COMPANY for use in preparation of plans. The CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the COMPANY from any damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, arising out of or connected in any way with the services performed by other consultants engaged by the CLIENT.

COMPANY is not responsible for accuracy of topographic surveys provided by others. A field check of a topographic survey provided by others will not be done under this AGREEMENT unless indicated in the Scope of Services.

8.21 Force Majeure

The CLIENT agrees that the COMPANY is not responsible for damages arising directly or indirectly from any delays for causes beyond the COMPANY's control. CLIENT agrees to defend, indemnify, and hold COMPANY, its consultants, agents, and employees harmless from any and all liability, other than that caused by the negligent acts, errors, or omissions of COMPANY, arising out of or resulting from the same. For purposes of this AGREEMENT, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters or acts of God; fires, riots, war or other emergencies; disease epidemic or pandemic; failure of any government agency to act in a timely manner; failure of performance by the CLIENT or the CLIENT'S contractors or consultants; or discovery of any hazardous substances or differing site conditions. Severe weather disruptions include but are not limited to extensive rain, high winds, snow greater than two (2) inches and ice. In addition, if the delays resulting from any such causes increase the cost or time required by the COMPANY to perform its services in an orderly and efficient manner, the COMPANY shall be entitled to a reasonable adjustment in schedule and compensation.

8.22 Job Site Visits and Safety

Neither the professional activities of COMPANY, nor the presence of COMPANY'S employees and sub-consultants at a construction site, shall relieve the general contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. COMPANY and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The CLIENT agrees that the general contractor is solely responsible for job site safety, and warrants that this intent shall be made evident in the CLIENT's AGREEMENT with the general contractor. The CLIENT also agrees that the CLIENT, COMPANY and COMPANY'S consultants shall be indemnified and shall be made additional insureds on the general contractor's and all subcontractor's general liability policies on a primary and non-contributory basis.

8.23 Hazardous Materials

CLIENT hereby understands and agrees that COMPANY has not created nor contributed to the creation or existence of any or all types of hazardous or toxic wastes, materials, chemical compounds, or substances, or any other type of environmental hazard or pollution, whether latent or patent, at CLIENT's premises, or in connection with or related to this project with respect to which COMPANY has been retained to provide professional services. The compensation to be paid COMPANY for said professional services is in no way commensurate with, and has not been calculated with reference to, the potential risk of injury or loss which may be caused by the exposure of persons or property to such substances or conditions. Therefore, to the fullest extent permitted by law, CLIENT agrees to defend, indemnify, and hold COMPANY, its officers, directors,



employees, and consultants, harmless from and against any and all claims, damages, and expenses, whether direct, indirect, or consequential, including, but not limited to, attorney fees and Court costs, arising out of, or resulting from the discharge, escape, release, or saturation of smoke, vapors, soot, fumes, acid, alkalis, toxic chemicals, liquids gases, or any other materials, irritants, contaminants, or pollutants in or into the atmosphere, or on, onto, upon, in, or into the surface or subsurface of soil, water, or watercourses, objects, or any tangible or intangible matter, whether sudden or not.

It is acknowledged by both parties that COMPANY'S Scope of Services does not include any services related to asbestos or hazardous or toxic materials. In the event COMPANY or any other party encounters asbestos or hazardous or toxic materials at the job site, or should it become known in any way that such materials may be present at the job site or any adjacent areas that may affect the performance of COMPANY'S services, COMPANY may, at its option and without liability for consequential or any other damages, suspend performance of services on the project until the CLIENT retains appropriate specialist consultant(s) or contractor(s) to identify, abate and/or remove the asbestos or hazardous or toxic materials, and warrants that the job site is in full compliance with applicable laws and regulations.

Nothing contained within this AGREEMENT shall be construed or interpreted as requiring COMPANY to assume the status of a generator, storer, transporter, treater, or disposal facility as those terms appear within the Resource Conservation and Recovery Act, 42 U.S.C.A., §6901 et seq., as amended, or within any State statute governing the generation, treatment, storage, and disposal of waste.

8.24 Certificate of Merit

The CLIENT shall make no claim for professional negligence, either directly or in a third party claim, against COMPANY unless the CLIENT has first provided COMPANY with a written certification executed by an independent design professional currently practicing in the same discipline as COMPANY and licensed in the State in which the claim arises. This certification shall: a) contain the name and license number of the certifier; b) specify each and every act or omission that the certifier contends is a violation of the standard of care expected of a design professional performing professional services under similar circumstances; and c) state in complete detail the basis for the certifier's opinion that each such act or omission constitutes such a violation. This certificate shall be provided to COMPANY not less than thirty (30) calendar days prior to the presentation of any claim or the institution of any judicial proceeding.

8.25 Limitation of Liability

In recognition of the relative risks and benefits of the Project to both the CLIENT and the COMPANY, the risks have been allocated such that the CLIENT agrees, to the fullest extent permitted by law, to limit the liability of the COMPANY and COMPANY'S officers, directors, partners, employees, shareholders, owners and sub-consultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of the COMPANY and COMPANY'S officers, directors, partners, employees, shareholders, owners and sub-consultants shall not exceed \$50,000.00, or the COMPANY'S total fee for services rendered on this Project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

8.26 Municipal Advisor

The COMPANY is not a Municipal Advisor registered with the Security and Exchange Commission (SEC) as defined in the Dodd-Frank Wall Street Reform and Consumer Protection Act. When the CLIENT is a municipal entity as defined by said Act, and the CLIENT requires project financing information for the services performed under this AGREEMENT, the CLIENT will provide the COMPANY with a letter detailing who their independent registered municipal advisor is and that the CLIENT will rely on the advice of such advisor. A sample letter can be provided to the CLIENT upon request.

This AGREEMENT is approved and accepted by the CLIENT and COMPANY upon both parties signing and dating the AGREEMENT. Services will not begin until COMPANY receives a signed agreement. COMPANY's services shall be limited to those expressly set forth in this AGREEMENT and COMPANY shall have no other obligations or responsibilities for the Project except as agreed to in writing. The effective date of the AGREEMENT shall be the last date entered below.

Sincerely,



HR GREEN, INC.

Approved by:

William F. Lueck

Printed/Typed Name: William Lueck

Title: Project Manager Date: 8/21/26

Shorewood Park Sanitary District

Accepted by:

Printed/Typed Name:

Title: _____ Date: _____



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▷ HRGREEN.COM

July 2, 2026

Mr. Rich Storck -Chair
Shorewood Park Sanitary District
50482 Shorewood Circle
Rush City, MN 55069

Subject: Shorewood Park Sanitary District MPCA Permit Compliance Assistance

Dear Rich:

We are pleased to present this letter proposal of continued support for the Shorewood Park Sanitary District (SPSD) in maintaining compliance with your new MPCA Discharge Permit MN0051390. This proposal includes tasks to address MPCA requirements and associated compliance schedule for phosphorous management, enhanced nitrogen management, and inflow and infiltration (I/I) reduction.

PROJECT UNDERSTANDING

The MPCA issued a new permit for the SPSP Wastewater Treatment Facility on April 17, 2026. The new permit requires compliance with phosphorous management, enhanced nitrogen management, and inflow and infiltration reduction. This proposal will assist the SPSP in meeting those requirements and identify potential improvements to gain long-term compliance. In the case of I/I, additional recommendations for future actions may be necessary to fully implement improvements to gain compliance. Specifically, this proposal includes:

- Review of existing operational sampling methods and recommendations for future sampling
- Development of a Total Phosphorous Management Plan including recommendations for improvements to meet MPCA requirements
- Development of a Nitrogen Removal Plan including recommendations for improvements to meet MPCA requirements
- Development of an I/I Reduction Plan to meet MPCA Requirements – the plan will document existing conditions and a description of future efforts that the SPSP could initiate to identify and eliminate sources of I/I. The plan will include:
 - Manhole inspections with HR Green and District staff;
 - Review of any available CCTV,
 - Flow monitoring (up to 4 meters for 3 months – anticipated for spring of 2027) to help identify areas where I/I is more prevalent in the system, and
 - Development of a report that identifies future investigations and/or improvements necessary to reduce I/I.
 - Recommended future investigation may include:
 - Smoke testing – City to hire Rural Water to conduct smoke testing.
 - Provide guidance on utility mailing information for educating homeowners of the harm in connecting their sump pumps to the sanitary sewer. Review existing sump

pump ordinance. Provide an example home inspection form to be used by the SPSPD in a future door-to-door sump pump inspection.

Based on information we have received from the MPCA, another round of **Resiliency grants may be initiated in September 2026** for communities to conduct further I/I assessment of sanitary sewer systems. HR Green will inform the SPSPD if the grant program becomes available in 2026, to assist with future inspections, flow monitoring and/or smoke testing.

SCOPE OF SERVICES

I. Task 1 - Project Management

- A. Project Management
 - 1. Provide project management for the duration of the project.
 - 2. Set up lines of communication with the district. Include project team in emails as needed to gather data.
 - 3. Provide monthly project summary for the project including budget update.
 - 4. Provide monthly invoicing for the project.
- B. QA/QC
 - 1. Dawn Hull to Review I/I Removal Plan
 - 2. Matt Wildman to review Phosphorous and Nitrogen Removal Plans
- C. Progress Meetings
 - 1. Monitor progress of project via conference calls and during site visits.
 - 2. Assume 3 trips to provide progress report and final findings.
 - 3. Monthly Progress Meetings (Total of 8) (Virtual)
- D. MPCA
 - 1. Provide copies of data for District to submit to MPCA for review and approval of approach to reduce inflow/infiltration.

II. Task 2 – Operational Sampling Standard Procedures

- A. Site Visit and Kickoff Meeting
 - 1. Conduct a site visit at the Shorewood Park Wastewater Treatment Facility and meeting to understand current conditions of the facility and operational sampling procedures.
- B. Review MPCA & Operating Permit Sampling
 - 1. Review MPCA Sampling Collection and Reporting requirements in current issued discharge permit (MN0051390)
- C. Produce Standard Sampling Procedure Memorandum
 - 1. Production of a memorandum detailing information on current operational sampling procedures and how they should be optimized in accordance with standard practices and requirements in Shorewood Park Sanitary District's current operating permit (MN0051390)

III. Task 3 – Total Phosphorus Plan (PMP) & 1-YR Chemical Trial Report

- A. The Enhanced PMP shall include an evaluation of and a plan to implement the following over the permit term:
 - 1. A summary of the most recent five years of influent and effluent phosphorus concentrations and mass loadings
 - 2. Coordinate Jar Testing to determine the most efficient chemical, dosing amounts, and location of chemical addition. Jar testing will be provided by Shorewood Park Sanitary District
 - 3. An identification of sources of high phosphorus loading to the wastewater treatment facility from the collection system

4. An evaluation of past and present wastewater treatment facility operations to determine those operating procedures that result in phosphorus removal to the fullest practicable extent. The evaluation shall include, but not be limited to, the following:
 - a. Treatment capacity of components and optimization
 - b. Infiltration and inflow analysis
 - c. Alternative treatment methods and recommendations
 - i. Chemical treatment for phosphorus removal alternatives will be assessed
 - ii. Prepare costs for alternatives

B. 1-YR Chemical Trial Report for Current Facility

1. Monthly Influent, Process, and Effluent Samples will be coordinated to be taken and provided by Shorewood Park Sanitary District.
2. Samples obtained by Shorewood Park Sanitary District over the next (1) year will be evaluated and analyzed bi-monthly for performance and compliance. Adjustments shall be made and documented accordingly.
3. After (1) year of chemical trialing is completed, a report will be completed that summarizes findings and overall results. A recommendation will be provided for most effective chemical addition methods and what future actions shall be planned.

IV. Task 4 – Nitrogen Management Plan (NMP)

A. The Enhanced NMP shall include the following:

1. Construct a plan to implement nitrogen management and reduction measures throughout the permit term, including any period following permit expiration but prior to permit reissuance or permit termination.
 - a. Summarize nitrogen influent and effluent concentrations and monitoring data using the most recent five years of monitoring data, if available.
 - b. Evaluate past and present wastewater treatment facility operations to determine those operating procedures that maximize nitrogen removal.
 - c. Identify specific actions that Shorewood Park Sanitary District will take to reduce or minimize influent nitrogen sources by evaluating the influent contributors (if any)
 - d. Identify specific actions taken to implement facility optimization/changes to improve nitrogen removal
 - e. Summarize any nitrogen management activities implemented during the last five years (if any)

B. Construct a plan to implement nitrogen management and reduction measures during the next five years.

1. Wastewater treatment facility influent reduction measures.
 - a. Evaluate the nitrogen reduction potential of users or classes of users with high nitrogen concentrations and/or loading;
 - i. Identify existing and potential sources of excess nitrogen concentrations and/or loading to the facility. As appropriate for the facility, the following will be considered: residential, institutional, municipal, and commercial sources (i.e., food processing, fertilizer production, metal finishing, and other industries or commercial

processes with the potential for significant nitrogen contributions). Consideration should also be given to nitrogen sources recirculated within the wastewater.

- ii. Determine whether known sources of elevated nitrogen concentrations or loadings have been adopted or can adopt nitrogen minimization and water conservation plans
 - iii. Evaluate whether local limits on influent sources of excessive nitrogen are needed or whether any existing local limits are appropriate
 - iv. Analyze inflow and infiltration of groundwater and stormwater into the collection system and impacts on the facility's hydraulic capacity.
1. Wastewater treatment facility effluent reduction measures.
 - a. Evaluate past and present wastewater treatment facility operations to determine those operating procedures that result in nitrogen removal to the fullest practicable extent. The evaluation shall include the following:
 - i. Develop and implement a process control monitoring plan
 - ii. Evaluate treatment capacity and optimization alternatives for existing treatment processes
 - iii. Assess side stream loading and reductions options
 - iv. Analyze inflow and infiltration of groundwater and stormwater into the collection system and impacts on the facility's effluent nitrogen loading and removal efficiency
 - v. Evaluate alternative treatment methods and provide recommendations
 - vi. Prepare costs for alternatives

V. Task 5 – I/I reduction

A. Site Visit

1. Collect as-builts and scan drawings for the District and HR Green use.
2. Visit site and review lift stations and potential locations for flow meter installation. Interview District staff to better understand their knowledge of the existing I/I problem. Assume 1 day.
3. Inspect additional manholes to identify any obvious signs of I/I. Assume 1 additional day on site.
4. District to provide assistance during manhole inspections.
5. During manhole inspections, HR Green will measure the depth of flow with a survey rod and record flow observations at the time of inspection. High levels after rain events may help prioritize areas for sump pump inspections or rehabilitation of pipe.
6. Review inspection reports and use data to prioritize flow monitoring locations and potential manhole rehabilitation based on deterioration found.

B. Sewer Televising

1. Discuss previous televising results with operator.
2. Review available televised data collected by operator and use data to identify pipe segments with significant I/I.
3. Identify additional segments of sanitary sewer that should be prioritized for further televised inspection by the district.
4. No actual televising is included under this project scope but can include additional televising review of data provided by District.

C. Flow Monitoring

1. Coordinate flow meter installation with Flow Monitor Subconsultant, assuming 4 non-contact flow meters for up to 3 months in manholes with straight flow characteristics.
2. Review data and quantify inflow and infiltration at each meter location

D. I/I Report

1. Review accumulated data
2. Summarize findings of investigation and recommend next steps. Recommendations may include additional inspections, including smoke testing, sump pump inspections or additional ordinance recommendations.
3. Provide Opinion of Probable Cost for proposed improvements
4. Provide Draft and Final Reports
5. Submit I/I Reduction Plan to MPCA

VI. Future – Annual MPCA Compliance Support (Years 1-5)

Consultant will provide additional support under a separate contract or amendment to the district for years 1-5 based on an assumed budget of \$15,000 per year assuming an average hourly rate of \$250/hour and an estimated 60 hours per year. The additional support will include assistance with preparing annual reports for the MPCA, review of DMR's and assistance with other minor items that the district needs help addressing. Work will be completed on a Time and Materials basis until exhausted. Once exhausted an amendment may be sought to address any additional work remaining in a given year.

DELIVERABLES AND SCHEDULES INCLUDED IN THIS AGREEMENT

The project schedule will be coordinated with the district upon award, but approximate schedule is provided below:

<u>Task</u>	<u>Schedule</u>
Authorization by District	July 7, 2026
Initial Site Visit	July 2026
Draft I/I Reduction, Enhanced Phosphorus Management Plan.....	September 15, 2026
Final I/I Reduction, Enhanced Phosphorus Management Plan.....	September 30, 2026
Submit I/I Reduction Plan and EMP to MPCA.....	October 14, 2026
Flow Monitoring	March 2027

Draft Nitrogen Management Plan.....	September 15, 2027
Final Nitrogen Management Plan.....	September 30, 2027
Submit Nitrogen Management Plan to MPCA	October 14, 2027

This schedule was prepared to include reasonable allowances for review and approval times required by the CLIENT and public authorities having jurisdiction over the project. This schedule shall be equitably adjusted as the project progresses, allowing for changes in the scope of the project requested by the CLIENT or for delays or other causes beyond the control of COMPANY.

CLIENT RESPONSIBILITIES

District staff shall provide the following items:

1. Available drawings and maps of sewer system.
2. Provide available televising data of the collection system.
3. Provide staff to assist with manhole inspections.
4. Provide staff to assist during flow meter installation.
5. Provide available usage data for current and dry weather months.
6. Coordinate with Rural Water for Smoke Testing.
7. Collection of wastewater samples for testing by others.
8. Legal review of information as needed by the project.

PROFESSIONAL SERVICES FEE

The total fee for the effort described in the scope of services will be billed on a time and materials basis for a not-to-exceed budget of \$130,000.

Any service required but not included as part of this AGREEMENT shall be considered extra services. Extra services will be billed on a Time and Material basis with prior approval of the CLIENT.

This fee does not include attendance at any meetings or public hearings other than those specifically listed in the Scope of Services. These service items are considered extra and are billed separately on an hourly basis.

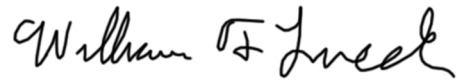
PROJECT TEAM

The HR Green team includes the following personnel:

Project Manager:	Bill Lueck, PE
Lead Project Engineer:	Jackie Strait, PE
Project Engineer:	Kyle Sandberg/Kyle Ruediger
<u>Staff Engineer:</u>	<u>Siavash Ebrahimzadeh</u>
Lead Civil Designer:	Jim Chouanard
Field Personnel:	Jay Sockness/Jon Watson

We appreciate the opportunity to provide services to The Shorewood Park Sanitary District on this project. We will strive to provide you with technical excellence delivered with quality service. Please contact Bill Lueck at (651) 440-6677 with any comments or questions you may have.

HR Green, Inc.

A handwritten signature in black ink that reads "William T. Lueck". The signature is written in a cursive style with a large initial 'W' and a distinct 'T'.

Bill Lueck, PE
Project Manager

HR Green: PROJECT BUDGETING WORKSHEET

PROJECT Shorewood SSD - Permit Assistance

PROJECT NUMBER: 2602583

CLIENT: Shorewood Park SD

CLIENT CONTACT:

PROJECT William Lueck

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