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# Attachment A

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VIA EMAIL

February 16, 2026

David Swearingen, PE  
Public Works Director/City Engineer  
City of Arden Hills  
1245 W Highway 96  
Arden Hills, MN 55112

RE: Risk and Resilience Assessment Update  
City of Arden Hills, Minnesota

Mr. Swearingen,

Thank you for this opportunity to provide support with the completion of the Risk and Resilience Assessment (RRA) update for the City of Arden Hills. This effort will build upon previous efforts to complete the 2021 RRA, and will ensure the City can meet requirements to re-certify these plans every 5 years.

Risk and Resilience Assessments must include the following:

- the risk to the system from malevolent acts and natural hazards;
- the resilience of the pipes and constructed conveyances, physical barriers, source water, water collection and intake, pretreatment, treatment, storage and distribution facilities, electronic, computer, or other automated systems (including the security of such systems) which are utilized by the system;
- the monitoring practices of the system;
- the financial infrastructure of the system;
- the use, storage, or handling of various chemicals by the system; and
- the operation and maintenance of the system.
- The assessment may also include an evaluation of capital and operational needs for risk and resilience management for the system.

Another consultant prepared these documents previously for the City. It is assumed if any changes were made to the documents that these changes will be shared with us for use in this effort. We have a copy of the previous document that we will use as the basis for the update.

The previous RRA was quite comprehensive and included more information than just the RRA using the EPA's VSAT tool. While the RRA using the VSAT tool is included in the previous report's appendix, it also included a full-blown report. Only the RRA using the EPA's VSAT is needed for certification. Therefore, we have provided two options for proceeding with the update. Option 1 is to complete only the RRA

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using the EPA's VSAT tool for a not-to-exceed cost of \$5,500. Option 2 is to update the entire report, similar to what was previously done, including the RRA using the EPA's VSAT tool. The not-to-exceed cost for Option 2 is \$12,500.

The work for both Option 1 and 2 includes preparation of the plan and submission assistance. Meetings will be scheduled as needed to provide updates to the City and allow for staff input and discussion.

Thank you for the opportunity to present this scope and fee letter. If you have any questions regarding this scope and fee letter, please reach out to me at 612-803-5223, or via email at [seth.peterson@bolton-menk.com](mailto:seth.peterson@bolton-menk.com).

Sincerely,

**Bolton & Menk, Inc.**



**Seth A. Peterson, P.E.**

Senior Principal Engineer

Cc: Brad Fisher, P.E.