



*"Quality: often discussed, seldom practiced"*

March 6, 2001

Mr. Karl C. Wetherholt, P.E.  
City Engineer  
City of Gahanna  
200 South Hamilton Road  
Gahanna, OH 43032

Re: Proposal for Engineering Services  
Taylor Station Road/Claycraft Road Intersection

Dear Mr. Wetherholt:

Per your request, we are pleased to submit our proposal to provide professional engineering services for the design and preparation of construction plans and specifications for improvements to the Taylor Station Road/Claycraft Road Intersection.

The project consists of reconstructing the intersection to provide better geometrics. The geometrics will generally follow the preliminary plan developed for the City. The design and preparation of plans will be in accordance with the Ohio Department of Transportation and the City of Gahanna standards, policies and procedures.

Stilson Consulting Group (SCG) will perform the following specific tasks:

1. Surveys

SCG will establish a baseline for survey and construction staking purposes and perform all field surveys necessary to prepare plans and specifications. Surveys will include the following:

- Establish existing centerlines of the roadways
- Identify right-of-way lines
- Establish benchmarks
- Provide cross sections
- Identify utilities in the area from field markings as provided by the utility companies
- Topo identification
- Drainage surveys

2. Preliminary Plans

- Prepare preliminary plans through the L.G. & T. stage for review by the City.

3. Final Plans and Specifications

- Upon approval of the preliminary plans by the City, prepare final plans and specifications for construction of the project. The final plans will include the roadway plans and traffic signal plans. The roadway plans will include:
  - Title sheet
  - Typical sections
  - General notes
  - General summaries
  - Plan and profile sheets
  - Cross sections
  - Intersection details
  - Signing and pavement marking plans
  - Temporary erosion control and notes
  - Right-of-Way (permanent and temporary)
  - Maintenance of traffic plans
- Right-of-Way required for the project will be shown on the plan and profile sheets. Parcel descriptions and plats will be prepared for the permanent right-of-way required and descriptions along with sketch drawings will be prepared for temporary right-of-way required for construction.
- Traffic signal plans will include:
  - Intersection layout
  - Signal display schedule
  - Signal timing
  - Circuit diagrams
  - Phasing diagrams
  - Loop detection schedule
  - Signal notes
  - Signal general summary

4. Construction Cost Estimate

- Upon completion of the final design a construction cost estimate will be prepared.

5. Contract Documents

- SCG will prepare the final specifications and contract documents for competitive bidding of the project.

6. Meetings

- SCG will attend review meetings with the City as required.

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7. Bidding Phase

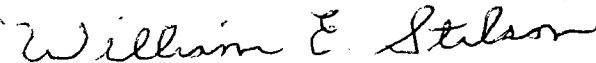
- SCG will provide the following services during the bidding phase of the project.
  - Print copies of the plans, specifications and contract documents for distribution to the contractors for bidding.
  - Be available to address any questions by the contractors during bidding.
  - Attend bid opening, tabulate bids and provide a recommendation as to the lowest and best bid received.

The design and preparation of the construction plans and specifications will be completed within 7 months after authorization to proceed. The engineering fee for the services described herein will be a lump sum of \$56,800.00. Invoices will be prepared monthly based upon our estimated percentage of completion.

We appreciate the opportunity to submit this proposal and look forward to working with the City on this project.

Sincerely,

STILSON CONSULTING GROUP, LLC



William E. Stilson, P.E.  
President

WES:kse

Cc: file 1  
file 2