



W.E. STILSON
CONSULTING GROUP

Pride in the Details. Passion in our People.

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August 1, 2008

Mr. Jeff Feltz
Water Resource Engineer
200 South Hamilton Road
Gahanna, OH 43230

RE: **Engineering Services Proposal
West Gahanna Sewer Final Design, Phase 2
Cherry Drive and Ballard Drive**

Dear Mr. Feltz,

Per your request, submitted herewith is W.E. Stilson Consulting Group's (WESCG) proposal to provide engineering services for the final design and preparation of plans, specifications, and contract documents for the construction of a new 8" sanitary sewer along Cherry and Ballard Drives.

The project will include the final design of a new 8" sanitary sewer that will connect to the existing sewer on the east end of Cherry Drive as preliminary designed in the Western Gahanna Sanitary Sewer Study. The plans will include the restoration of the impacted streets exactly as they are now.

The following engineering services to be provided are based upon our understanding of the project at this time. These services and scope can be modified as the City's utility personnel sees fit.

- **Surveys and Data Collection**

Existing information available from the City's updated GIS and utility mapping, waterline construction record drawings showing existing lines, aerial photographs, ground contours and Franklin County Auditor information regarding right-of-way, existing easements, and subdivision regulations/restrictions will be obtained. This information will be reviewed and used to determine the best alignment. Once an alignment is selected, we will have this alignment surveyed. We will include all information and features identified from the survey on the preliminary plans.

- **Final Plans and Specifications**

Final plans and specifications will be prepared for bidding utilizing the preliminary plans created for the West Gahanna Sanitary Sewer Study. Plan sheets will be standard 22" x 34" sheets. Plan and profile sheets will be prepared at a horizontal scale of 1" = 30' and a vertical scale of 1" = 5'. Final plans will include a title sheet, general notes, plan and profile sheets, details, and maintenance of traffic notes. The City of Columbus Construction and Material Specifications along with the City of Gahanna Standards and details will be used to prepare all final plans and

EXHIBIT A

specifications. Two copies of the signed plans, a reproducible set of mylars, and an electronic copy will be delivered to the City.

- **Estimated Cost**

Upon completion of the final plans a detailed construction cost estimate will be prepared.

- **Contract Documents**

Final contract documents will be prepared which will include the advertisement for bids, information to bidders, detailed specifications, the City's general specifications, bond requirements, and proposal forms. Contract documents will be delivered to the City for their reproduction and letting to contractors.

- **Reviews and Meetings**

Plans and OPWC Application will be submitted to the City and plans will also be submitted to utility companies known to have utilities in the area. Two (2) meetings are included with this proposal with the City and utility companies as required for reviews.

- **Permits and Approvals**

Final plans will be submitted to the Ohio Environmental Protection Agency to obtain a permit to install as necessary and appropriate. Permit fees for EPA to be paid by the City.

- **Easements and Geotechnical Information (If Authorized)**

Additional cost estimates for easements and soil borings can be submitted if necessary and authorized by the City.

- **Construction Services (If Authorized)**

Construction observation and construction administration services listed below can be provided to the City for this project. An additional proposal for these services can be submitted if desired by the City.

- Assist the City during all phases of construction including: site visits, review of materials and equipment used, conducting project meetings, approval of monthly and final pay applications, preparing routine change orders, oversight of the construction schedule, provide recommendations to the City and keep the City informed of the progress of the work.
- Check and approve samples, catalog data, shop drawings, material lists, manufacture's equipment, and other data which the contractor is required to submit, as to conformance with the design concept of the project and in compliance with the Contract Documents.
- Conduct a preconstruction conference and a final inspection of the project for compliance with the requirements of the Contract Documents.
- Provide a resident project representative to sufficiently monitor the contractor's activities throughout the construction period.
- Employ an independent testing laboratory for the testing of materials incorporated in or to be incorporated into the project.
- Provide City with a set of "As-Built" plans following completion of construction.

All engineering services described and set forth in this proposal will be completed within three months, after notification to proceed, exclusive of review times. Final plans will be prepared by the application deadline for OPWC funding application

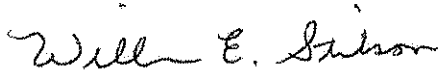
The engineering fee will be a **lump sum of \$18,700.00**. Invoices will be submitted monthly based upon our estimated percentage of completion.

Please see the attached breakdown of costs by task for your review.

We appreciate the opportunity to submit this proposal. Should you need additional information or have questions, please contact me at 614-847-4670; we are available at your convenience.

Sincerely,

W.E. STILSON CONSULTING GROUP, LLC

A handwritten signature in cursive script that reads "William E. Stilson".

William E. Stilson, P.E.
President

WES/cad