



CLYDE E. WILLIAMS & ASSOCIATES, INC.
CONSULTING CIVIL ENGINEERS

March 22, 2000

Mr. Karl C. Wetherholt, P.E.
City Engineer
City of Gahanna
200 South Hamilton Road
Gahanna, Ohio 43230

**RE: Construction Engineering
Clark / Oklahoma Improvements
Street Improvement No. 671**

Dear Mr. Wetherholt:

The following is our proposal to provide engineering services during the construction of the above referenced project.

The basic services to be provided will include the following:

Construction Engineering

Assist the City during construction of the project by making periodic visits to the job site to monitor and observe the activity of construction; review materials used or proposed to be used in the construction of the project; review equipment proposed to be furnished by the contractor for installation in the project; approve monthly and final estimates of completed work performed on the project by the contractor upon which partial payments or the final payment to the contractor shall be based; prepare routine change orders to the contract; review the order of construction and the work progress, including reports made in connection therewith by the contractor; determine whether the work by the contractor on the project is proceeding in compliance with the Contract Documents; consult with and make recommendations to the City in the event of noncompliance with or noncompletion of the terms of the Contract Documents by the contractor; and, on the basis of our on-site observations as an experienced and qualified design professional, keep the City informed of the progress of the work, and endeavor to guard the City against defects and deficiencies in the work of contractors.

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Check and approve samples, catalog data, schedules, shop drawings, material lists and manufacturers' equipment and other data which the contractor is required to submit for conformance with the design concept of the project and 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.

Resident Project Representation

Furnish a resident project representative during major construction activities by the contractor. Generally, a resident representative shall spend sufficient time at the job site to adequately monitor contractor's activities throughout the construction period. During periods of delay, bad weather, final cleanup and minimal construction activities, resident project representation may be discontinued for short time periods.

Material Testing

Employ an independent testing laboratory for the testing of materials to be incorporated into the project. The testing of materials will be as required to verify that materials conform to the requirements of the specifications.

Record Drawings

Obtain from the contractor record drawings of the completed project and make revisions on the tracings and submit revised record drawings of the final project to the City in the form of mylar reproductions.

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Our fee for the above services will be invoiced at the following payroll rates times a factor of 2.10 for the actual hours each discipline works on the project plus, material testing costs times a multiplier of 1.10, and reimbursable expenses.

Principal	\$60.00
Project Manager	\$51.60
Engineer	\$38.35
Technician	\$25.30
Draftsperson	\$21.00
Stenographer	\$17.80
Resident Project Rep.	\$24.30
Survey Party Chief	\$25.85
Survey Technician	\$16.10

Reimbursable expenses shall mean the expenses for traveling in connection with the project, telephone calls, meals, and reproduction costs for drawings, specifications and contract documents.

The total fee, based upon a construction period of four months shall not exceed \$54,000.

We appreciate the opportunity to submit this proposal and should you have any questions or need additional information, please call me.

Sincerely,

CLYDE E. WILLIAMS & ASSOCIATES, INC.
Professional Engineers



Steven P. Koch, P.E.
Vice President

SPK/ks