

Phase III Design, Bidding, and Construction

Task 1 – Phase III Channel Design

Previous plans developed concepts suitable for obtaining the necessary MDEQ permits and to obtain pricing from the City's current contractor. However, to publically bid this work including the additional linear footage, an additional level of effort is needed. The plans will consist of base drawings such as cover, notes, and typical City detail sheets. We will include an overall plan view and details for the work needed and any ancillary work that may be warranted based on field conditions. It is assumed the City will provide any needed survey.

80 Hours @ Cost = \$7,500

Task 2 – Specifications

HRC will take the original Avon Creek Phase I and II contract documents and revise the technical specifications to include the information necessary to bid the above referenced Avon Creek Phase III work. The City will provide all front end contract documents.

10 Hours @ Cost = \$1,000

Task 3 – Final Estimates of Cost

Prior to bidding HRC will prepare an updated estimate of cost for the new project.

4 Hours @ Cost = \$500

Task 4 – Bidding Assistance

HRC will assist the City with bidding the project. The City shall be responsible for placing the contract documents on MITN, opening bids, and tabulating bid results. HRC will answer any questions, attend a pre-bid meeting (if held), review the bids/contractors, and make a recommendation for award to the City. HRC will work with the contractor and City to execute the contract.

10 Hours @ Cost = \$1,000

Task 5 – Contract Administration

HRC will attend and prepare minutes from the on-site preconstruction meeting. We will also check all contractor material submittals, pay applications (2), and change orders. HRC will prepare final punch lists and contract close out documents.

20 Hours @ Cost = \$2,000

Task 6 – Layout

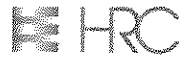
HRC will stake the project and walk the contractor through the field layout over two (2) full days. Additional staking requests will be billed at \$100 per hour. If the City wishes, any additional costs for staking can be included in the construction bid documents by including a line item for Staking.

16 Hours @ Cost = \$1,500

Task 7 – Observation

Staff from HRC will be on site for up to 8 hours per week of construction to monitor progress, answer City staff and contractor questions, adjust work as needed, and help keep the project on time and on budget. We have assumed four (4) weeks of construction. Additional on-site meetings, observation requests, etc. will be billed at \$100 per hour. If the City wishes, any additional costs for observation can be included in the construction bid documents by including a line item for Crew Days.

32 Hours @ Cost = \$3,200



The total estimated budget for Phase III is \$16,700.

Schedule

HRC will complete the final design within twelve (12) weeks following authorization to proceed. We are anticipating completion by February 2013 so construction can begin promptly in spring, allowing the plantings to establish prior to warmer summer temperatures. Maintenance will be required until fall 2013.

Budget

The total estimated cost to complete the tasks summarized above is \$24,000 or an \$11,700 increase over the previously approved \$12,300 proposal of June 2, 2011. The increase is due to having to divide the work into two contracts/contractors, increasing the level of detail needed for bidding Phase III and the additional length added to the Avon Creek overall project beyond what was proposed in Avon Creek Phases I and II.

Please note that the above engineering or construction cost estimates do not include drafting, negotiating, or obtaining any necessary easements for the work identified as it is assumed available right of way and existing access points are available. It is assumed that the City will provide day-to-day construction engineering services with minimal HRC support. HRC will not be providing grant reporting, monitoring, or survey services. It should be further noted that since Avon Creek III will be bid as a "log job" HRC will not be providing detail construction plans often associated with project bidding. HRC will instead provide plan schematics, details, pay items, and quantity estimates sufficient to bid the project. HRC will provide field direction/engineering services to assure a project completion within budget and grant and project goals. We anticipate that our full budget will be utilized by the end of 2013.

This amount will not be exceeded without prior authorization. The work would be completed in accordance with our Consulting Engineering Services Agreement. If the scope needs to be revised, we will report any issues directly to the City so that you may budget accordingly.

If this proposal is deemed acceptable, please sign and return one copy to this office and retain one for your files. Thank you for the opportunity to provide the City with professional consulting services. If you have any questions or require any additional information, please contact the undersigned or our Project Manager Mr. Jamie Burton, P.E.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

Daniel W. Mitchell, P.E.
Vice President

Accepted by:

Signature: _____

Printed Name: Bryan K. Barrett

Title: Mayor

Dated: _____

pc: HRC; W. Alix, J. Burton, R. Myllyoja, File