

June 15, 2015

TEL: 814.696.6280
FAX: 814.696.6240

Lucas Martsolf
Antis Township Manager
909 North Second Street
Bellwood, PA 16617

RE: Proposal for Locating Drainage Facilities
Antis Township Municipal Building
909 North Second St., Bellwood, PA 16617
Proposal No. 15-0000.116

Dear Mr. Martsolf,

We are pleased to submit this proposal for engineering services for the above referenced property. Stiffler, McGraw & Associates, Inc. (SM) proposes to provide the identified services in accordance with the following task descriptions:

PROPOSED SCOPE OF WORK

The anticipated "Scope" for Basic Services is comprised of the following technical tasks:

- Locate Drains – Locate and inspect existing building floor drains and site yard drains and associated outfalls as feasible. A sewer lateral camera and dye tests will be used to attempt to locate the routing of these facilities.
- Drainage Mapping – prepare map of building and yard drain facilities, associated outfalls, and potential sources of pollution. The approximate routing of the located facilities will be overlaid on overhead satellite imagery. If the actual routing of the drains is not successful but the outfalls for each are located, a general piping schematic will be prepared in lieu of an actual map. Once complete, one copy of the plan will be laminated for display in the Township garage for use by Township staff.

COMPENSATION

Compensation for the services outlined above shall be provided on a time and materials basis estimated fee of **Three Thousand Dollars (\$3,000.00)**. Obstructions or tight radius bends (e.g. traps) may limit the ability for the camera to scope the entire pipe. The price listed above represents a full day effort for a two-man television inspection crew. Actual compensation will be based upon the actual man hours accrued multiplied by the prevailing rate as shown on the attached "Schedule of Rates and Charges." The attached "Schedule of Rates and Charges" and "Standard Terms and Conditions" are to be considered part of this proposal. The following table summarizes the estimated fee per task:

TASK DESCRIPTION	TASK FEE
Locate Drains	\$1,200.00
Drainage Map	\$1,800.00
ESTIMATED TOTAL	\$3,000.00

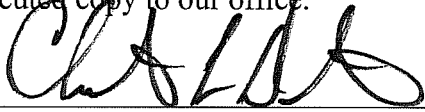
ADDITIONAL SERVICES

The following are additional services that may be incorporated with the project. We can provide these services in addition to the basic services but they are not part of this proposal at this time.

- Preparation of Site Manuals – Prepare a Spill Prevention Control and Countermeasure (SPCC) Plan; a Preparedness, Prevention and Contingency (PPC) Plan; and standard operations and maintenance procedures (SOPs), etc.]

We appreciate the opportunity to present this proposal to you. If the terms as stated above are agreeable, please sign both copies of this proposal and return one executed copy to our office.

BY: _____
(CLIENT)

BY:  _____
(ENGINEER)

TITLE: _____

TITLE: **TREASURER**

DATE: _____

DATE: **6/15/15**

By signing this agreement, CLIENT represents that he/she has the authority to act on his/her own behalf as well as any and all affiliates, partner(s), corporation and/or all joint owners and to bind same into this contract.

If the AGREEMENT is not signed and accepted within ninety (90) days, STIFFLER, McGRAW reserves the right to review, revise and/or withdraw the AGREEMENT.

STANDARD TERMS AND CONDITIONS

Stiffler, McGraw and Associates, Inc. will be known as ENGINEER throughout this agreement. CLIENT shall be the undersigned individual as well as all parties affiliated through but not limited to joint ownership and board or commission membership.

1. Compensation for Additional Engineering Services not covered under the Scope of Services will be on the basis of actual man-hours charged to the specific task or assignment, multiplied by the prevailing rate as shown on the attached Schedule of Rates and Charges for the personnel utilized. Project or assignment related expenses will be billed at the rates as shown on the attached Schedule of Rates and Charges.
2. The ENGINEER will not undertake any contractual duty of liability to indemnify any party.
3. If the CLIENT fails to make any payment due ENGINEER for services and expenses within thirty (30) days of date of ENGINEER's statement, the amounts due ENGINEER will be increased at the rate of 1.5% per month from said thirtieth day, and in addition, ENGINEER may, at their discretion, suspend services under this Agreement until ENGINEER has been paid in full all amounts due for services, expenses and charges.
4. If the AGREEMENT is not signed and accepted within ninety (90) days, the ENGINEER reserves the right to review, revise, and/or withdraw the AGREEMENT.
5. The AGREEMENT may be terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of termination, the ENGINEER shall be compensated for work performed up to the date of termination.
6. The CLIENT agrees to limit the ENGINEER's liability to the CLIENT and to all construction Contractors and Sub-contractors on the project due to the ENGINEER's professional negligent acts, errors or omissions, such that the total aggregate liability of the ENGINEER to all those named shall not exceed the ENGINEER's total fee for services rendered under this Agreement.
7. Should litigation be necessary to enforce any term or provision of this Agreement against the CLIENT or if this contract is placed in the hands of an attorney for collection, then all litigation and collection expenses, including attorney's fees, courts costs, personnel costs of ENGINEER, etc., shall be paid to the ENGINEER by the CLIENT.
8. Unless otherwise provided, this agreement shall be governed by the laws of Pennsylvania.
9. By signing this agreement, CLIENT represents that he/she has the authority to act on his/her own behalf as well as affiliates and to bind same into this contract.

**SCHEDULE OF RATES AND CHARGES FOR ADDITIONAL
ENGINEERING SERVICES THROUGH 12/31/15**

PERSONNEL	RATE PER HOUR
Survey Crew Chief	\$83.00
Additional Survey Crew Member	56.00
Sr. Project Surveyor	104.00
Senior Project Manager	\$133.00
Senior Project Engineer	117.00
Project Engineer/Manager	102.00
Senior Project Architect	117.00
Architect	94.00
Senior Environmental Scientist	99.00
Environmental Scientist	74.00
Environmental Technician	64.00
Project Designer	81.00
Senior Technician	74.00
Technician	64.00
Senior CAD Technician	83.00
Grants Coordinator	68.00
CAD Technician	57.00
Clerical	40.00
Construction Manager	92.00
Technician Assistant	45.00
Resident Project Representative	\$45.00 - \$79.00

TELEVISION INSPECTION AND CLEANING SERVICES

Two-Man Color Camera Crew	\$145.00
One-Man Color Camera Crew	100.00
One-Man Lateral Camera Crew	90.00

WATER LINE DETECTION SERVICES

One-Man Leak Detection Crew	\$90.00
Two-Man Leak Detection Crew	\$145.00

MISCELLANEOUS SERVICES AND EXPENSES

Mileage from office:	
Automobile	Current Internal Revenue Service Standard Mileage Rate
Survey Vehicle	\$0.74 per Mile
Camera Vehicle	\$0.80 per Mile
Subsistence	Cost x 1.1
In House Reproduction	Cost
Contracted Reproduction	Cost x 1.1
All Other Sub-contracted Expenses	Cost x 1.1