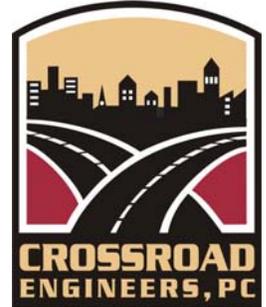


April 24, 2012

Mayor Joe McGuinness
City of Franklin
71 E. Court Street
Franklin, IN 46131



RE: North Main Street, Phase 2
From Graham Road to US 31
Fee Proposal for Preliminary Engineering, R/W Engineering & R/W Acquisition

Dear Mayor:

We are submitting for your review a fee proposal to provide professional services needed to complete the engineering design and construction documents as well as the services needed to describe the parcels of right of way that will be needed in order to construct the planned improvements. We realize that the topographic survey data collection and some engineering work was performed on this project almost a decade ago. We will utilize this prior effort as much as feasible.

To provide better overall management and tracking of the project, we have separated the work into several major work functions. A description of these functions is included in Section A of this fee proposal. Proposed fees for each of these work functions are listed in Section B of this fee proposal. It should be noted that the quantities used to establish the fee budget for right of way engineering and acquisition is based upon the information gathered from the original design information.

During the design phase, we will be assisted by our subconsultants, Remenschneider Associates, Inc. and Green 3, LLC. Those firms will provide landscape architectural services and environmental documentation services, respectively.

Once you have reviewed and approved this information, we will prepare a proposed agreement using INDOT's LPA/Consultant boilerplate contract and submit it for your approval and execution.

If you should have any questions concerning this information, please feel free to contact me.

Sincerely,

CrossRoad Engineers, PC

A handwritten signature in black ink that reads "Chip Charles, P.E." in a cursive style.

Chip Charles, P. E.
President

A. Description of Anticipated Work Elements

Supplemental Survey – The Topographic Survey was completed previously. However, that was about 10 years ago. Even though the vast majority of the data will still be current, assurance of the quality of the data is prudent and important. Additionally, any physical features within the project area that have changed since the survey was originally performed will need to be re-surveyed.

Route Survey Plat – The Route Survey Plat has already been completed for this project by others. No modifications of it are anticipated.

Road Design & Plan Preparation – In general, this task involves the preparation of design plans and bidding documents to allow the proposed project to be constructed. All of this work will be performed in accordance with FHWA, INDOT and City of Franklin guidelines and standards. Additionally, INDOT’s LPA process will be followed. In an effort to keep the City as informed and involved as possible, and in an effort to get interim INDOT approvals as the project develops, submittals will include Stage 1 Plans (Preliminary Field Check Plans), Stage 2 Plans (Final Field Check Plans), Stage 3 Plans (Final Check Prints), and Tracings. This task also includes the development of construction plans for the proposed street lighting, including the sizing and layout of the wiring plan, within the project limits. Included at the appropriate stages will be design computations, hydraulic calculations, quantity computations, and special provisions. Cost estimates will also be prepared, and as the project development progresses, these cost estimates will be updated.

Landscape Design & Plan Preparation – These services will consist of preparing schematic designs and construction plans. These plans will incorporate elements and standards specified within the 2009 *Gateways, Greenways and Redevelopment Study* for the North Main Street corridor. The elements included in these plans are a secondary gateway feature at US 31, a trailhead at the Marsh parking lot, a roundabout at the Clark / Walnut / Oliver Street intersection, and the Martin Place triangle park. Also included will be the redefinition of the right of way areas, including the sidewalk / urban trail area, upgraded lighting fixtures, trees, rain gardens, commercial areas, residential areas, crosswalks / curb ramps, and ornamental landscaping.

Traffic Signal Design – There are two signalized intersections within the project limits – at the Clark/Oliver/Walnut Street intersection and at the Lynhurst Street intersection. There is also an INDOT signal at the north terminus where Main Street connects to US 31. It is anticipated that the Lynhurst signal and the US 31 signal will each will require upgrades or modifications. (The Clark/Oliver/Walnut signal is proposed to be replaced with a roundabout and will be addressed later within this Section A.) This task will result in the development of construction plans for the signal improvements in conjunction with impacts due to intersection upgrades and modifications, and in accordance with FHWA, INDOT and City of Franklin guidelines, standards, and procedures. Traffic data collection, signal warrant analysis, and other such services are not anticipated being needed, and therefore, are not included. Additionally, we will coordinate with suppliers to provide technical specifications for these construction items.

Utility Coordination – This work will include research to discover all of the utilities located within the project limits. We will coordinate with the representatives from each of those utility companies through the development of the project. We will communicate any relocation of facilities that may be needed and then review the relocation plans that the utility companies prepare. We will prepare the reimbursable agreements for the affected utility companies and review their proposed reimbursable relocation costs. This task does not include work associated with field locating the vertical depth of any utilities. Although not anticipated, since the utilities should perform this work on their own, if any ‘potholing’ of facilities will be required, this service will be performed separately and is not included in any fees that follow.

Public Hearing Requirements – Since this project has previously received approval of the environmental documentation, the public hearing requirements have already been met. Because of this, no public hearing is anticipated.

Public Information Meetings – Regardless of a Public Hearing being held or not, we anticipate holding two informal public information meetings. These public meetings will provide an interactive forum for sharing project information between all stakeholders. One public information meeting will be held during the design phase and one will be held just prior to the start of construction. This second meeting will also include the Roundabout “Education” presentation for the public. The costs that are presented in Section B for this effort include preparation for the meetings as well as attendance at the meetings by CrossRoad personnel. It is expected that the City will provide a facility for holding the meetings.

Regulatory Submittals – This task includes the preparation of the necessary applications for submittal, review, and approval of the construction plans prepared as part of this project. This task will also include the coordination efforts with the applicable regulatory agencies. These agencies include the Johnson County Soil and Water Conservation for Storm Water Pollution Prevention Plan (SWPPP) review and approval; and IDEM for Rule 5 approval.

Environmental Services – This task will be performed by one of our subconsultants, Green 3, LLC. A CE (Categorical Exclusion) document for this project was prepared and approved in 2005. An AI (Additional Information) to the approved CE was prepared and approved in 2010. As a part of this project development, another AI will need to be prepared and approved which will reflect the design modifications that will be implemented since 2010. This effort will entail a site visit, review of the CE and initial AI, and preparation of the additional AI.

Geotechnical Evaluation – The geotechnical study has already been completed for this project. No further geotechnical evaluations are anticipated.

Right of Way Engineering – This work will include the preparation of right of way plans, property plats, and legal descriptions for those right of way parcels that need to be

acquired for the project. This effort also includes a 20 year title research for the permanent right of way to be acquired.

Right of Way Acquisition – This work includes the management and all of the activities necessary to procure the required parcels of right of way. These activities include the appraisal problem analyses, the appraisals, appraisal reviews, and buying of right of way. It also includes a title update and title insurance commensurate with the offer amount. Transfer documents will be prepared and recorded. If requested, the proposed right of way will be field staked. A separate proposal for these services will be provided at a later date once the specific right of way requirements for this project have been better defined.

B. Fee Schedule

The work, as outlined in Section A, “Description of Anticipated Work Elements”, will be invoiced as work is performed in accordance with the following fee schedule. Note that all fees are lump sum unless otherwise indicated.

Supplemental Survey	\$16,400
Route Survey Plat	\$0
Road Design & Plan Preparation	\$194,000
Landscape Design & Plan Preparation	\$39,500 ¹
Traffic Signal Design (One each at \$5,000 and \$2,000)	\$7,000
Utility Coordination	\$22,800
Public Hearing Requirements	\$0
Public Information Meetings (Two meetings @ \$2,800 each)	\$5,600
Regulatory Submittals	\$12,900 ²
Environmental Services	\$21,300 ³
Geotechnical Evaluation	<u>\$0</u>
Subtotal Preliminary Engineering Tasks (Not to Exceed)	\$319,500
Preliminary T & E Reports (8 parcels @ \$600 each)	\$4,800 ⁴
Last Deeds of Record (32 parcels @ \$150 each)	\$4,800 ⁴
Right of Way Engineering (40 parcels @ \$1,100 each)	\$44,000
Right of Way Legal Descriptions (40 parcels @ \$500 each)	\$20,000
Right of Way Plats (8 parcels @ \$500 each)	<u>\$4,000</u>
Subtotal Right of Way Engineering (Not To Exceed)	\$77,600
TOTAL NOT-TO-EXCEED	\$397,100

¹ This is a subcontracted work element and the cost shown here is based upon the assumptions listed in the attached fee proposal from Remenschneider Associates, Inc.

² This amount does not include the payment of any fees/costs to procure permits from the variously affected agencies such as Rule 5 permit application fees, or NOI Advertisement costs. Any fees/costs paid by CrossRoad Engineers for activities such as these are estimated at \$500 and will be treated as reimbursable costs. The amounts charged will consist of the actual invoiced amounts plus a 10% mark-up for task coordination and administrative efforts.

³ A portion of this work is subcontracted and the cost shown here is based upon the assumptions listed in the attached fee proposal from Green 3, LLC. The final cost of these subcontracted services will consist of the actual invoiced amounts from the subcontractor plus a 10% mark-up for task coordination and administrative efforts. The balance of this work element will be completed on an hourly basis by CrossRoad Engineers, resulting in the not to exceed amount shown.

⁴ This is a subcontracted item and the fee shown here is estimated. The final cost will consist of the actual invoiced amounts from the subcontractor plus a 10% mark-up for task coordination and administrative efforts.