



CIVIL ENGINEERS

LAND SURVEYORS

LAND PLANNERS

November 4, 2009

Ms. Catherine Shaughnessy, Township Clerk
Mr. Marshall Labadie, Director
Development Services
Charter Township of West Bloomfield
4550 Walnut Lake Road
P.O. Box 250130
West Bloomfield, MI 48325-0130

**RE: Letter of Intent to provide Municipal/Civil Engineering
Services to West Bloomfield Township, Oakland County, Michigan**

Dear Ms. Shaughnessy and Mr. Labadie:

Please accept this letter as our intent to provide municipal/civil engineering services to West Bloomfield Township as requested in your letter dated October 21, 2009.

As you are aware, Nowak & Fraus Engineers (NFE) has served in the capacity as consulting engineer to West Bloomfield Township for the past year. In that time, we have successfully completed design and construction administration services for SAD 140-Interlaken Drainage and Roadway Improvement project. This project is projected to be completed under the established project budget, and with no change orders due to design deficiencies. We have developed a very good rapport with the residents of the subdivision through continuous communication and availability. We have implemented our "state of the art" email notification system to keep residents apprised of the progress of the work and potential impacts to homeowners throughout construction. We have received very good feedback from many residents. In addition to the above, NFE is working with your community on a new SAD project (SAD 141-Potomac Roadway Improvements). This particular project is currently in the petition phase and is projected to commence with design sometime this winter.

As a consulting engineer for multiple communities in Oakland County, we are very excited about the opportunity to continue to demonstrate why NFE is very highly qualified to perform all consulting engineering services requested by the Township.

Nowak & Fraus Engineers (NFE) was established 40 years ago to provide civil engineering, land surveying and consulting services within the southeastern Michigan area. Over our history of operation, NFE has developed a strong base of municipal clientele, including the following communities, for which we currently serve as City/Township Consulting Engineers:

- City of Madison Heights (30 years)
- City of Pontiac (18 years)
- Village of Oxford (5 years)
- City of Birmingham (10 years)
- York Township (6 years)
- City of Huntington Woods (30 years)
- City of Hazel Park (30 years)
- Royal Oak (4 years)
- West Bloomfield Township (1 year)

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In addition to the above, NFE has provided municipal engineering services on project specific tasks for the Cities of Southfield, Farmington Hills, Hamtramck, Mount Clemens, Bloomfield Township, and the Oakland County Water Resources Commissioner.

We are proud of the fact that, as an "all Oakland County Firm" headquartered in the City of Pontiac, NFE has developed a tremendous reputation for preparing detailed and thorough design documents for which we are constantly receiving compliments from our clients. Specifically, NFE has been recognized by our peers on multiple occasions with awards and by our clients through repeat business.

In addition to highly competent and detailed designs, NFE provides thorough and state of the art construction administration services. For an example, in your community, we have created an email notification system to email construction advisories to property owners advising them on a regular basis of the status of construction along with what to expect over the next week. This tool has proven to be invaluable in communicating with West Bloomfield's constituency and reducing phone calls to the community. Additionally, our inspection and construction engineering personnel understand that when issues arise in the field, they are to be addressed timely through an effective communication plan where all stakeholders are involved in the process.

Another result of being an all Oakland County firm is that NFE has developed strong relationships with regional authorities and has a tremendous knowledge base of local conditions and issues. Through managing our business relationships, and through the acquisition/retention of key personnel, NFE and its dedicated staff of over 60 professional engineers, surveyors, technical and administrative staff has positioned us as one of the premier firms within the region and the civil engineering community. Our knowledge of federal, state, county and local requirements within the region will continue to prove to be an invaluable asset in completing projects for West Bloomfield Township.

Furthermore, NFE is a company that has prepared itself to meet the challenges we face today in the fields of municipal engineering, civil engineering, construction engineering, surveying, land planning, wetland/woodlands conservancy & planning and environmental planning, together with landscape architectural services. Over the past 40 years, NFE has been a leader in the implementation of technical advances in software programs, computer hardware, surveying and material testing equipment and in acquiring the experienced personnel required to meet and exceed the expectations of our clientele in carrying out our assignments.

Included within the representative experience section of this response to the RFQ, you will find a sampling of municipal projects we have completed on behalf of the above referenced clientele. This partial listing of projects is representative of over 500 miles of pathway, roadway and utility design & construction administration we have completed on behalf of our municipal clients. This listing represents that NFE is very highly qualified to assist West Bloomfield Township, and that there is no learning curve as it relates to providing the required services. In particular, following this letter of intent is an executive summary where we have highlighted our work experience over the past five years which we feel warrants us to continue serving as your consulting engineer.

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Considering the above, we will make all of our resources available to West Bloomfield Township in performing our municipal/civil engineering duties.

Specifically, we have identified our commitment to staffing for your consideration, as outlined below:

COMMITMENT TO STAFFING

Nowak & Fraus will be assigning highly qualified personnel to manage West Bloomfield Township's municipal/civil engineering projects assigned to us. Below, we have identified key individuals, and their area of expertise, who will be assigned to this account:

Team Member: Mr. Jeffrey J. Huhta, P.E., P.S., Vice President

Expertise & Account Role Mr. Huhta has extensive experience in designing and administering municipal improvement projects, and municipal engineering. Mr. Huhta will serve as the project leader and main contact for this account. Specifically, Mr. Huhta will lead coordinate all project activities including but not limited to: design development; construction administration; municipal plan review, project surveying; required studies; and other tasks that may be assigned from time to time.

Team Member: Mr. Robert D. Lavoie, P.E., President

Expertise & Account Role Mr. Lavoie has extensive experience as Public Works Director, City Engineer, Highway Maintenance Superintendent, and has been responsible for many transportation and public works improvement projects, while employed at the City of Pontiac and while serving as Consulting Engineer to the City of Pontiac. Mr. Lavoie will serve as the QA/QC manager and technical advisor on all transportation related projects for West Bloomfield Township, including but not limited to: transportation system design studies, traffic capacity analysis studies, grant application preparation; coordination with governmental jurisdictions on State and Federal Highway Grant projects, and infrastructure rehabilitation design and studies.

Team Member: Mr. Glen Yrjanainen, P.E., P.S., Executive Vice President

Expertise & Account Role Mr. Yrjanainen joined Nowak & Fraus in 1998 after a 27-year career at the Oakland County Drain Commissioner's office. Mr. Yrjanainen will serve as the QA/QC manager and technical advisor on all utility related projects for West Bloomfield Township including but not limited to: sanitary sewer system design and studies, storm sewer system design and studies, and water main system design and studies.

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Team Member: Mr. Anthony J. Dombrowski, R.F.

Expertise &
Account Role Mr. Dombrowski has over thirty (30) years of environmental related experience. Mr. Dombrowski will serve as the environmental specialist on this account responsible for completing tree surveys/condition reports/reviews, wetland delineation reports/reviews, threatened and endangered species, reports/reviews, and other environmental reports/reviews.

Team Member: Mr. George A. Ostrowski, Jr., RLA

Expertise &
Account Role Mr. Ostrowski has considerable experience in land planning and landscape plan development. Mr. Ostrowski will serve as the registered landscape architect on this account responsible for review of landscape plans, landscape planning, preparation of project graphics, preparation of landscape plans and master planning services.

Team Member: Mr. Steven Sutton, P.E.

Expertise &
Account Role Mr. Sutton has extensive experience in municipal engineering. Mr. Sutton will serve as lead design and lead municipal/plan review engineer on this account.

Team Member: Mr. Nabeel Naoum

Expertise &
Account Role Mr. Naoum has over 20 years of experience in CAD/computer services. Mr. Naoum will serve as CAD/GIS manager on this account.

Team Member: Jack Cady

Expertise &
Account Role Mr. Cady has over 30 years of construction engineering and surveying related experience. Mr. Cady will serve as inspection coordinator for this account. He will schedule and monitor inspection services performed by our inspection personnel who are assigned to this account.

Team Member: Eric Hrymak, Burton Welte, Frank Strehl, Scott Dickerson

Expertise &
Account Role Mr. Hrymak, Mr. Welte, Mr. Strehl, and Mr. Dickerson have considerable experience in performing inspection and testing services on behalf of our municipal clients. They will serve as construction inspectors on this account. All are MDOT certified in concrete, bituminous or aggregate testing services.

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In addition to the above team members who will be directly involved with this account, Nowak & Fraus will commit other personnel and resources to any specific project to assure project deadlines and schedules are adhered to.

Finally, we have identified a proposed scope of services that NFE is committed to providing to West Bloomfield Township.

SCOPE OF SERVICES

Upon careful evaluation of our firm's background and experience, we have compiled a listing of the scope of services our firm is capable of providing to West Bloomfield Township in carrying out our municipal engineering duties.

Consulting Services

- Maintain regular office hours at the Township offices to be able to address engineering issues on a scheduled weekly basis.
- Attend Planning Commission or Board meetings, as requested, to assist in evaluating specific projects or planning for future needs and to provide consultation on any other engineering issues that may be discussed.
- Assisting officials at meetings concerning proposed developments.
- Provide general engineering consultation on an as-needed basis.
- Provide "Licensed Professional Engineer" seal where applicable.
- Providing consultation by telephone to discuss engineering matters.
- Providing project updates as required.
- Coordinating technical issues (e.g., permits, regulatory requirements) with appropriate local, State and Federal agencies.
- Coordinating input from engineering/architectural staff as required for specific projects or planning for future projects.
- Assist with the preparation of State and Federal grant applications.
- Developing and maintaining construction and development standards.

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- Review site plans and engineering drawings for conformance with Township requirements and sound engineering principals.
 - Verify compliance with engineering standards and ordinances
 - Adequate parking facilities
 - ADA compliance pedestrian circulation
 - Good pedestrian circulation from parking facilities to buildings
 - Good vehicular circulation within site premises
 - Proper alignment of approaches and driveways as they relate to the surrounding environment
 - Verify impacts to surrounding infrastructure
 - Verify proper design and outlet for surface drainage
 - Verify offsite drainage patterns are unobstructed
 - Review water supply distribution system for proper flows/pressures and adequate looping for redundancy
 - Review sanitary sewer collection system for conformance with Township standards
 - Review detailed grading for adequate site drainage and compliance with municipal codes
 - Review soil erosion and sedimentation control plans for conformance with permit requirements and Township requirements
 - Review permit applications for completeness prior to Township approval
 - Design standards development
 - Site plan approval tracking system
- Conducting engineering review of plat/site condominiums including:
 - Review survey/legal description for proper closure
 - Verify dimensioning is correct
 - Verify easements depicted thereon address Township needs
 - Review master deed for compliance with Township requirements
- Provide assistance for technical issues related to utilities
 - Storm water management
 - Best management practices (BMP's)
 - Utilities master planning
 - Water supply and distribution systems
 - Sanitary sewer collection systems
 - Rate studies
 - Special Assessment District preparation
 - Feasibility studies
 - Grant assistance

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- Provide assistance for technical issues related to surveying including:
 - Review/prepare ALTA/ASCM land title surveys
 - Review/prepare property surveys
 - Review/prepare lot surveys
 - Review/prepare legal descriptions
 - Review/prepare Act 132 surveys
 - Review easement dedication documents and descriptions
 - GIS data processing and rectification
 - GPS and state plan coordinates

- Provide design services for public infrastructure including:
 - Topographic surveys
 - Road design surveys
 - Wetland surveys
 - Tree surveys
 - Corridor surveys
 - Pedestrian pathway design
 - Design of sanitary and water systems
 - Design of storm sewer systems
 - Master planning for regional detention
 - Pump station design
 - Soil erosion and sedimentation control design
 - Roadway design
 - Storm water management and environmental protection control design
 - Pedestrian bridge design
 - Site plan design

- Provide construction engineering services for Township construction projects including:
 - Construction supervision
 - Construction layout
 - Density inspection and testing
 - Aggregate inspection and testing
 - Portland cement concrete inspection and testing
 - Traffic and safety inspection services
 - Bituminous pavement inspection
 - Road construction engineering
 - Certified storm sewer operator inspections
 - Soil erosion and sedimentation control inspections
 - Wetland mitigation monitoring
 - Utility inspection and testing
 - Capital preventive maintenance inspection

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- Provide landscape architecture/land planning services as requested including:
 - Master planning assistance
 - Traffic study preparation and analysis
 - Land planning for all types of land use
 - Landscape design
 - Tree preservation and tree replacement plans
 - Streetscape design
 - Graphic presentations
 - Wetland mitigation plans
 - Ordinance writing assistance
 - Design standards development

- Provide woodlands and wetlands consulting services as necessary including:
 - Tree inventory and condition analysis
 - Urban forestry consulting
 - Wetland determination and delineations
 - Wetland mitigation monitoring
 - Threatened and endangered species report
 - Ordinance writing assistance

- Provide site monitoring and post construction services as necessary including:
 - Provide site inspection services for the construction of site improvements and municipal/public improvements for private developments
 - Monitor construction for compliance with plans and specifications
 - Monitor construction for compliance with Township standards
 - Effectively resolve homeowner/business complaints and answer field questions
 - Advise Township of any noncompliance issues
 - Review/prepare project record drawings
 - Update GIS maps with new/revised infrastructure
 - Update utility maps in required format

- Capital preventive maintenance design and administration
 - Manhole rehabilitation
 - Sewer lining
 - Pipe bursting
 - Inflow and infiltration studies
 - Illicit connection investigations and studies
 - Micro surfacing program
 - Chip seal program
 - Crack sealing program

We welcome the opportunity to interview with Township officials so that we can further discuss our qualifications and our approach to solving challenges within the community. We also welcome you to visit our office at any time to meet our dedicated staff and to view firsthand the work we complete on behalf of our municipal/public sector clients.

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Nowak & Fraus looks forward to the opportunity to serve West Bloomfield Township in the capacity of municipal/civil engineer. If there should be any questions concerning our proposal, please contact me at (248) 332-7931.

Sincerely,



Jeffrey J. Huhta, P.E., P.S.
Vice President

PROFESSIONAL SERVICES CONTRACT

This contract made this _____ day of _____, 2009 by and between the Charter Township of West Bloomfield, herein called the "Township" and Nowak & Fraus Engineers whose principal place of business is 46777 Woodward Avenue, Pontiac, MI 48342, herein called the "Consultant."

I. Engagement of Consultant

1.01 The Township hereby engages the Consultant and the Consultant agrees to perform the services as set forth in Exhibit "A", Scope of Services (the "Services"), which is attached hereto and incorporated herein by reference.

II. Title

2.01 The Contract is hereby designated Professional Services Agreement for Consulting Services.

III. Independent Contractor

3.01 The parties agree that the relationship of the Consultant to the Township is to be that of an independent contractor and no liability or benefits, such as workers compensation rights or liabilities, retirement benefits or liabilities, pension rights or liabilities, insurance rights or liabilities, holiday pay, sick pay, vacation pay, personal injury or property insurance rights or liabilities, or such other rights, provisions or liabilities arising out of a contract of hire or employer-employee relationship, either expressed or implied, shall arise or accrue to either party as a result of this agreement and undertaking. The Consultant shall, under no circumstances, represent or consider himself as an employee of the Charter Township of West Bloomfield.

IV. Scope of Services

4.01 The Consultant shall perform the Services in a satisfactory and proper manner in accordance with the terms of this Contract. The Consultant shall, during the contract term or any extension thereof, exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily possessed and exercised by a member of the same profession, currently practicing, under similar circumstances. No other warranty, express or implied, is included in this Contract or in any drawing, specification, report, opinion, or other instrument of service, in any form or media, produced in connection with the Services. If there is any conflict between the terms and conditions of this Contract and Exhibit "A", the terms and conditions of this Contract shall prevail.

4.02 The Services shall be performed at the Township of West Bloomfield offices, or places designated by the Township.

V. Contract Term

5.01 This contract is effective for a term commencing on December 19, 2008 and expiring at midnight on December 18, 2013, unless sooner terminated as provided for herein, or extended to such further period as determined between the parties hereto.

VI. Compensation

6.01 The Township agrees to pay the Consultant for the Services performed hereunder in accordance with the terms and conditions contained in Exhibit "B", attached hereto and made a part hereof, during the life of this contract. It is understood and agreed by the parties hereto that the compensation stated above is inclusive of any and all remuneration to which the Consultant may be entitled to hereunder.

VII. Indemnity

7.01 The Consultant agrees to hold harmless the Township against and from liabilities, obligations, damages, penalties, judgments, costs, charges, and expenses (including reasonable fees of attorneys, expert witnesses and other consultants) which may be imposed upon, incurred by or asserted against the Township by reason of any of the following occurring during the term of this contract:

- a. Any negligent act, error or omission of the Consultant arising out of the performance of Services under this Agreement; or
- b. Any failure by the Consultant to perform its obligations under this contract.

7.02 The Consultant also agrees that it is Consultant's responsibility to safeguard the Township's property and materials that the Consultant uses pursuant to the Consultant's performance under this contract. Further, the Consultant agrees to hold the Township harmless for any loss of such property and materials used by the Consultant pursuant to the Consultant's performance under the contract, unless arising out of the negligence of the Township, its employees or others for whom Township is legally liable.

7.03 In the event judgments, losses, damages, or expenses are caused by the joint or concurrent negligence of Consultant and Township, they shall be borne by each party in proportion to its own negligence.

VIII. Termination

8.01 The Township has the right, within its sole discretion, to terminate this contract without cause, by giving notice to the Consultant of such termination, specifying the effective date thereof, at least seven (7) days before the effective date of such termination, and this contract shall terminate in all respects as if such date were the date originally given for the expiration of this contract.

8.02 This Contract may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Contract; provided, however, the nonperforming party shall have 14 calendar days from the receipt of the termination notice to cure or to submit a plan for cure acceptable to the other party.

8.03 The Consultant shall be liable to the Township for damages sustained by the Township by virtue of any material breach of the contract by the Consultant, and reasonable costs the Township might incur enforcing or attempting to enforce this contract.

8.04 Subject to Section 8.01, any compensation due and owing the Consultant at the time of any termination plus reasonable termination expenses shall be paid as soon thereafter as can be authorized by the Township.

IX. Compliance with Laws

9.01 The Consultant shall comply with all applicable federal, state, or local laws, ordinances, codes, rules or regulations in performing Services hereunder, including all Township policies and procedures.

X. Conflict of Interest

10.01 The Consultant represents that it presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with the performance of the Services under this contract. The Consultant further represents that to the best of its knowledge no officer, member, or employee of the Township and no other public official who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this contract, has any personal or financial interest, direct, or indirect, in this contract or in the proceeds thereof.

XI. Debt to Township

11.01 The Consultant represents that it is not, and will not, become in arrears to the Township upon contract, debt, or any other obligation to the Township, including real property, personal property, and income taxes.

XII. Assignment or Subcontracting

12.01 This contract is for the sole use and benefit of the Consultant and the Township and shall not be assigned nor shall the Services be subcontracted to be performed by anyone other than the parties hereto without the prior written consent of the other party.

XIII. Amendment

13.01 This contract may be amended only by an instrument in writing signed by the Supervisor for West Bloomfield Township or their designees and the Consultant.

XIV. Other Contracts

14.01 The Consultant may perform the same or similar services for other clients, provided the performance of such other contracts do not interfere with the Consultant's performance of this contract.

XV. Township Approval

15.01 This agreement/contract is expressly contingent upon and shall not be binding upon the parties until such time as West Bloomfield Township Board authorizes the appropriate representatives of the Township to enter into the agreement/contract on behalf of the Township.

XVI. Applicable Law

16.01 This Agreement is executed and is to be performed in Michigan and will be governed by and constructed in accordance with the internal laws of the State of Michigan without regard to choice of laws principles.

XVII. Reuse of Documents

17.01 All documents, including, but not limited to, plans, drawings, and specifications prepared by Consultant as deliverables pursuant to the Services are instruments of service in respect to the project. They are not intended or represented to be suitable for reuse by the Township or others on modifications or extensions of the project or on any other project. Any reuse without prior written verification or adaptation by Consultant for the specific purpose intended will be at Township's sole risk and without liability or legal exposure to Consultant.

XVIII. Right to Rely

18.01 Township hereby grants Consultant the right to use the intellectual property associated with plans, documents or other materials it owns or has the right to use for the limited purpose of performing the Services. Township represents that Consultant's use of such documents will not infringe upon any third parties' rights and Township will indemnify and protect Consultant from any infringement claims arising from Consultant's use of any plans, documents or other materials provided to Consultant in the performance of its Services hereunder.

XIX. Township's Responsibilities

19.01 Township shall be responsible for all matters described as Services to be Performed by the Township in Exhibit "A" hereof.

XX. Delay in Performance

20.01 Neither Township nor Consultant shall be considered in default of this Contract for delays in performance caused by circumstances beyond the reasonable control of the nonperforming party. Consultant shall be granted a reasonable extension of time for any delay in its performance caused by any such circumstances.

XXI. Disputes

21.01 In the event of a dispute between Consultant and Township arising out of or related to this Contract, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. In the event the parties are unable to reach agreement they may elect to mediate or arbitrate. If the parties are unable to reach agreement to mediate or arbitrate under terms reasonably acceptable to both parties, either party may pursue resolution in any court having jurisdiction. During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder.

XXII. Limitations of Responsibilities

22.01 Consultant shall not be responsible for (a) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project; (b) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to Consultant, to fulfill contractual responsibilities to Township or to comply with federal, state, or local laws, regulations, and codes; or (c) procuring permits, certificates, and licenses required for any construction unless such procurement responsibilities are specifically assigned to Consultant in Exhibit "A", Scope of Services.

In the event the Township requests Consultant to execute any certificates or other documents, the proposed language of such certificates or documents shall be submitted to Consultant for review at least 15 days prior to the requested date of execution. Consultant shall not be required to execute any certificates or documents that in any way would, in Consultant's sole judgment, (a) increase Consultant's legal or contractual obligations or risks; (b) require knowledge, services or responsibilities beyond the scope of this Contract; or (c) result in Consultant having to certify, guarantee or warrant the existence of conditions whose existence Consultant cannot ascertain.


XXIII. Intellectual Property

23.01 Consultant shall retain its copyright and ownership rights in its design, drawing details, specifications, data bases, computer software, and other proprietary property. Intellectual property developed, utilized, or modified in the performance of the Services shall remain the property of Consultant.

PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN
THE CHARTER TOWNSHIP OF WEST BLOOMFIELD
AND
NOWAK & FRAUS ENGINEERS
FOR
CONSULTING ENGINEERING SERVICES

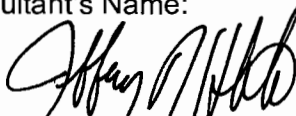
IN WITNESS WHEREOF, The Charter Township of West Bloomfield, acting by and through its Township Board and its Supervisor, has executed this contract as of the date first above written.

Witnesses:

1)  _____
TIMOTHY L. GERMAIN

2)  _____
Chad Findley

Consultant's Name:

By:  _____
Jeffrey J. Huhta, P.E., P.S.
Vice President

Nowak & Fraus Engineers
46777 Woodward Avenue
Pontiac, MI 48342
Tax I.D.#38-3211085
Telephone: (248) 332-7931

WITNESSES:

1) _____

2) _____

CHARTER TOWNSHIP OF WEST BLOOMFIELD

By: _____
Date

Its:

WITNESSES:

1) _____

2) _____

CHARTER TOWNSHIP OF WEST BLOOMFIELD

By: _____
Date

Its:

-8- Professional Services Consultant

EXHIBIT A

SCOPE OF SERVICES

EXHIBIT B

COMPENSATION

EXHIBIT A
SCOPE OF SERVICES

Consulting Services

- Maintain regular office hours at the Township offices to be able to address engineering issues on a scheduled weekly basis.
- Attend Planning Commission or Board meetings, as requested, to assist in evaluating specific projects or planning for future needs and to provide consultation on any other engineering issues that may be discussed.
- Assisting officials at meetings concerning proposed developments.
- Provide general engineering consultation on an as-needed basis.
- Provide “Licensed Professional Engineer” seal where applicable.
- Providing consultation by telephone to discuss engineering matters.
- Providing project updates as required.
- Coordinating technical issues (e.g., permits, regulatory requirements) with appropriate local, State and Federal agencies.
- Coordinating input from engineering/architectural staff as required for specific projects or planning for future projects.
- Assist with the preparation of State and Federal grant applications.
- Developing and maintaining construction and development standards.
- Review site plans and engineering drawings for conformance with Township requirements and sound engineering principals.
 - Verify compliance with engineering standards and ordinances
 - Adequate parking facilities
 - ADA compliance pedestrian circulation
 - Good pedestrian circulation from parking facilities to buildings
 - Good vehicular circulation within site premises
 - Proper alignment of approaches and driveways as they relate to the surrounding environment
 - Verify impacts to surrounding infrastructure
 - Verify proper design and outlet for surface drainage
 - Verify offsite drainage patterns are unobstructed
 - Review water supply distribution system for proper flows/pressures and adequate looping for redundancy
 - Review sanitary sewer collection system for conformance with Township standards
 - Review detailed grading for adequate site drainage and compliance with municipal codes
 - Review soil erosion and sedimentation control plans for conformance with permit requirements and Township requirements
 - Review permit applications for completeness prior to Township approval
 - Design standards development
 - Site plan approval tracking system

EXHIBIT A
SCOPE OF SERVICES

- Road construction engineering
- Certified storm sewer operator inspections
- Soil erosion and sedimentation control inspections
- Wetland mitigation monitoring
- Utility inspection and testing
- Capital preventive maintenance inspection

- Provide landscape architecture/land planning services as requested including:
 - Master planning assistance
 - Traffic study preparation and analysis
 - Land planning for all types of land use
 - Landscape design
 - Tree preservation and tree replacement plans
 - Streetscape design
 - Graphic presentations
 - Wetland mitigation plans
 - Ordinance writing assistance
 - Design standards development

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 - Wetland mitigation monitoring
 - Threatened and endangered species report
 - Ordinance writing assistance

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 - Monitor construction for compliance with plans and specifications
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 - Effectively resolve homeowner/business complaints and answer field questions
 - Advise Township of any noncompliance issues
 - Review/prepare project record drawings
 - Update GIS maps with new/revised infrastructure
 - Update utility maps in required format

- Capital preventive maintenance design and administration
 - Manhole rehabilitation
 - Sewer lining
 - Pipe bursting
 - Inflow and infiltration studies
 - Illicit connection investigations and studies
 - Micro surfacing program
 - Chip seal program
 - Crack sealing program

EXHIBIT B

2009 FEE SCHEDULE
WEST BLOOMFIELD TOWNSHIP

<u>PERSONNEL</u>	<u>HOURLY RATE</u>
Corporate Principal.....	\$110.00
Associate.....	\$100.00
Senior Project Engineer.....	\$ 92.00
Project Engineer.....	\$ 92.00
Registered Landscape Architect.....	\$ 85.00
Land Surveyor/Field Coordinator.....	\$ 92.00
Woodland/Wetlands Manager.....	\$ 92.00
Project Manager.....	\$ 85.00
Engineer III.....	\$ 88.00
Engineer II.....	\$ 70.00
Engineer I.....	\$ 64.00
Engineering Technician III.....	\$ 85.00
Engineering Technician II.....	\$ 66.00
Engineering Technician I.....	\$ 48.00
Senior Testing/Inspection Engineer.....	\$ 68.00
Testing/Inspection Engineer.....	\$ 64.00
Engineering Assistant.....	\$ 46.00
Survey Crew – 3 Person.....	\$145.00
Survey Crew – 2 Person.....	\$115.00
Survey Crew – 1 Person.....	\$ 80.00
GPS Charge.....	\$ 25.00
Nuclear Density Meter Charge.....	\$ 25.00

Authorized overtime will be billed at the above stated rates, rounded to the next whole hour.

Inspection, field and survey work will be billed as follows:

0-2 hours @ 2 hours; 2-4 hours @ 4 hours; 4-6 hours @ 6 hours; 6-8 hours @ 8 hours

Reimbursable Expenses:

The following expenses, when incurred in direct connection with the project, will be charged at the rates indicated (includes handling):

- | | |
|--|---------------|
| ▪ Courier services and project related purchases | Cost + 10% |
| ▪ Prints | \$2.00 Each |
| ▪ Oversize Prints | \$3.00 Each |
| ▪ Mylars & Vellums | \$10.00 Each |
| ▪ Express Deliveries | \$25.00/each |
| ▪ Electronic Data Transfer - CD | \$100.00 Each |
| ▪ Electronic Data Transfer – Email | Hourly |
| ▪ Subconsultants | Fee + 10% |

Revised: December 12, 2008