

May 3, 2019

Mr. Ryan Crum, AICP, CPM
Director of Planning & Building
Town of McCordsville
6280 W 800 N
McCordsville IN 46055



RE: Fee Proposal
SR 67 Relinquishment Services
McCordsville, Indiana

Dear Ryan:

CrossRoad Engineers (CRE) is pleased to present this Scope of Services and Fee Proposal to provide professional services associated with the potential INDOT relinquishment of SR 67 in the Town of McCordsville, Indiana. The following Scope of Services is designed to assist you in the early development stages of this project:

A. EXISTING RIGHT OF WAY REPORT

CRE will prepare an Existing Right of Way Report for the potential relinquished section of SR 67 with limits being through the Town limits; specifically, from the north east intersection of SR 67 and CR 700 W to just north east of the intersection of SR 67 and SR 234. Said report will incorporate all documents provided to the Town from INDOT; all current deeds of record or recorded plats in the project limits; and any other existing right of way evidence found through the research process. The report will give details and reference supporting documentation for valid existing right of way for the entire length of the project area.

B. ASSET EVALUATION, MEETING ATTENDANCE, CORRESPONDENCE, & RESEARCH FEES

CRE will provide an asset evaluation of SR 67, including cost for keeping SR 67 for a period of 20 years. CRE will attend all necessary meetings with McCordsville and/or INDOT for all relinquishment coordination and will provide additional information as requested by the Town of McCordsville. This work will also include any County fees (document copies) that are necessary during above described research work. This work will be on an hourly/expense basis and will be

performed as directed by the Town. This proposal will establish an estimated Not-to-Exceed amount for this purpose.

C. METHOD FOR PAYMENT OF ENGINEERING FEES

During the course of this work, progress invoices will be prepared for the portions of the work done to date based on the Fee Schedule included with this document as Attachment "A". Prior to preparing these invoices, we will contact you to discuss the amount of work that is complete and, therefore, the dollar amount that each invoice will be. These invoices will be submitted by the 5th of each month and will become due by the 30th of that same month. Invoices not paid within 30 days after submission to you will accrue interest at a rate of 1.5% per month.


D. UNDERSTANDINGS

For additional services not covered herein, the work will be performed as authorized by you at a mutually agreed upon rate.

We are ready to begin and appreciate your allowing CrossRoad Engineers to design this project for you. If you have any questions, please call me at 780-1555 ext. 114.

Sincerely,

CrossRoad Engineers, PC



Trent E. Newport, P. E., L. S.
President

Please signify your acceptance by signing below:

Town of McCordsville

Date

ATTACHMENT “A”

FEE SCHEDULE

The total lump sum fee is divided into the following work components for billing purposes:

A.	EXISTING RIGHT OF WAY REPORT	\$ 4,500
B.	ASSET EVALUATION, MEETING ATTENDANCE, CORRESPONDENCE & RESEARCH FEES	\$ 5,000
	(Hourly/Expense with Not-to-Exceed)	

TOTAL NOT TO EXCEED FEE **\$ 9,500**



HOURLY BILLING RATES

PERSONNEL CLASSIFICATION

HOURLY RATE

DESIGN

Director	\$	155.00
Senior Project Manager		135.00
Project Manager		120.00
Project Engineer		105.00
Assistant Project Engineer		90.00
CADD Manager		105.00
CADD Technician		90.00
Assistant CADD Technician		75.00
R/W Manager		110.00
R/W Buyer		155.00

INSPECTION

Director	\$	155.00
Resident Project Representative		120.00
Asst Resident Project Representative		110.00
Project Inspector		100.00
Assistant Project Inspector		80.00

SURVEY

Survey Manager	\$	125.00
Assistant Survey Manager		90.00
Survey Crew - 1 Man		110.00
Crew Chief		90.00
Field Man		70.00
Researcher		85.00
Survey Technician		90.00

MISCELLANEOUS

Mileage (per mile)	\$	0.52
Other Direct Costs		at cost +15%

Rates Effective through December 2019

CROSSROAD ENGINEERS, PC

3417 SHERMAN DR, BEECH GROVE, IN 46107 // 317.780.1555 // CROSSROADENGINEERS.COM