

February 19, 2001

CONSULTING ENGINEERS
ESTABLISHED 1900
3699 SYMMES ROAD
HAMILTON, OHIO 45015
513-860-8700
513-860-8701 FAX

Mr. Richard Fair, P.E.
City Engineer
Engineering & Building Dept.
214 West Main Street
Mason, Ohio 45040

Re: Mason, Ohio
Community Center Water & Sewer Extension
Construction Phase Engineering Proposal
MAS0001-001-C1

Dear Mr. Fair:

We are pleased to provide this proposal for Bidding and Construction Phase engineering services regarding the Community Center Water and Sewer Extension project.



We propose to provide engineering services for the Community Center Water and Sewer Extension project in accordance with Section 1.6 "Bidding Phase" and Section 1.7 "Construction Phase" of our Agreement for Engineering Services dated June 6, 1996. The agreement includes the following tasks under "Basic Services of the Engineer".

Item 1.6 Bidding Phase - Assist the City in obtaining bids, respond to Contractor's inquiries regarding the bidding documents, prepare and distribute bid tabulation sheets, assist the City in awarding the construction contracts, and prepare the construction contract documents for execution.

Item 1.7. Construction Phase -

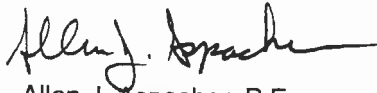
- Provide general administration of the construction contract;
- Establish field control to enable the contractor to proceed with the layout of the work;
- Make visits to the site and observe the construction;
- Make decisions regarding the acceptability of the contractors' work;
- Issue interpretations and clarifications of the contract documents;
- Review and take appropriate action on shop drawings;
- Evaluate substitute materials and equipment;
- Review field test results;
- Process contractor's applications for payment;
- Conduct final inspections of the project to confirm whether the work is substantially complete;
- Provide Record Drawings of the completed project.

Our proposed fee to provide these services for this project is \$14,000. This is a cost-reimbursement fee, which will not be exceeded unless there is an agreed-upon revision in the scope of services. These fees will be invoiced only to the extent that the time is charged to this project.

Please indicate the City's authorization by obtaining the appropriate signatures on the lines below, and return both copies to us. After which, we will return one signed copy to you for your file.

We are available to discuss this proposal at your convenience. Please contact us if you wish to do so.

Yours truly,



Allen J. Aspacher, P.E.
Project Manager

c: Mr. Scot Lahrmer
Mr. Ernie Stickler

Authorized by:

City of Mason
(Owner)

Date

Authorized by:

Finkbeiner, Pettis & Strout, Inc.
(Engineer)

Date

CERTIFICATION OF AVAILABILITY OF FUNDS

I hereby certify that the \$14,000 required for the bidding and construction phase services for this agreement has been lawfully appropriated and is in the treasury or is in the process of collection to the credit of the appropriate fund, free from prior encumbrance.

Date