



December 9, 2004

Ms. Kathy Dorman  
City of Mason  
6000 Mason-Montgomery Road  
Mason, Ohio 45040

**RE: Snider Road Improvements – Construction Observation  
2004600-0**

Dear Ms. Dorman:

CDS Associates, Inc. appreciates the opportunity to submit this proposal for professional engineering and surveying services related to the proposed Snider Road Improvements in the City of Mason, Ohio. Based on our conversations, we propose the following scope of services and associated fees:

**Construction Observation**

1. Provide full-time construction observation for the Snider Road Realignment immediately south of U.S. 42 and for the Snider Road Extension between U.S. 42 and Tylersville Road including the crossing of Muddy Creek. CDS inspection personnel bring over 40 years of construction experience working with governmental and municipal clients. As part of the scope, our inspection personnel will coordinate pre-construction meetings, verify plan dimensions and confirm quantities for payment, document construction activities, interact with the contractor and the public, and prepare punchlists of unsatisfactory/incomplete work.
2. The project is assumed to have a construction schedule for completion within approximately 200 calendar days.

**Time and Expense Estimated Fee \$55,000.00**

The above estimate is based on the following estimate of hours:

Construction Observer - 800 hours (20 weeks at 40 hrs/wk) @ \$61.00/hr = \$48,520.00  
Project Manager - 50 hours (20 weeks at 2.5 hrs/wk) @ \$101.00/hr = \$5,050.00  
Expenses - \$500.00 (anticipate minimal expenses)

**Record Drawings**

1. Perform field survey of sanitary sewer manhole tops and inverts, water main valves, hydrants and chambers, culverts, and storm sewer structure tops and invert for improvements associated with the Snider Road Realignment project and for the City's Snider Road Extension project at the crossing of Muddy Creek.

2. Prepare record drawings based on the above survey including any plan modifications observed during construction and as provided by the contractor.
3. It is assumed that final construction plans will be provided to CDS in AutoCAD for the Muddy Creek crossing for our use as base plans in preparing the record drawings.
4. Provide one set of mylar reproducible record plans and drawings in AutoCAD format.

**Lump Sum Fee**

**\$4,900.00**

The above fees are based on completing the full scope of work in 2005, with an approximate material testing. CDS will coordinate scheduling and staffing to meet project constraints. The following services are not included in the above scope but can be provided on a time and expense basis or for a negotiated fee should they be required:

- Topographic survey
- Construction staking
- Additional construction observation and/or management

If this proposal is acceptable, please sign and return one copy of our enclosed Agreement for Professional Services, which will serve as our written authorization to proceed. If you have any questions regarding this proposal, please feel free to contact me at (513) 791-1700 at your convenience. Again, we appreciate your consideration of CDS Associates, Inc. for this work.

Sincerely,

CDS ASSOCIATES, INC.

Steven N. Dragon, P.E.  
Project Manager