

GCG ASSOCIATES, INC.

PROFESSIONAL CIVIL & ENVIRONMENTAL GCG ASSOCIATES
84 Main Street
Wilmington, Massachusetts 01887

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December 10, 2019

Ms. Heather Butler
Town of Buckland
17 State Street
Shelburne Falls, MA 01370

RE: Grant Application
Town of Buckland -Lower Ashfield Street

Dear Ms. Butler:

We are pleased to submit for your approval, this letter proposal and letter of agreement for the performance of engineering services for the assistance in preparing a CDBG application for the Ashfield Street Improvement Project. The proposal is for completing the sewer design, updating estimate and an existing conditions report for the application.

SCOPE OF SERVICE

- Task 1: Update design to reflect replacement of sewer on Ashfield Street
- Task 2: Update estimated construction cost to include sewer and prepare estimate for CDBG application.
- Task 3: Prepare existing conditions report, attend meeting (s) for grant application to present project. Submit documents required by CDBG application.

Project Schedule

The work would be completed prior to filing the application in March of 2020

Fee schedule

The lump sum fee for providing the above scope of services would be \$4,560.00. See attached breakdown of man-hours for estimated cost.

The total fees for the above listed Scope of Services will not be exceeded without formal agreement between the parties of this agreement. All filing fees associated with the permitting process will be paid directly by the Owner and are not included in this contract. All copies of reports and plans will be invoiced as a reimbursable expense.

Respectfully submitted,
GCG ASSOCIATES, INC.

Michael J. Carter
Michael Carter, P.E.
Principal

GCG Associates, Inc.
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Estimted Fee

12/12/2019

Town: Buckland
Project: Lower Ashfield Street

| Phase | Hours | | | | | Total |
|------------------------------|---------------|-----------------|----------|-----------|----------|-------------------|
| | Project Manag | Senior Engineer | Engineer | Resident | Survey | |
| | \$150.00 | \$125.00 | \$90.00 | \$80.00 | \$110.00 | |
| Task 1 Include Sewer Design | 1 | 0 | 2 | 0 | 0 | \$330.00 |
| Task 4 - Estimate and Report | 1 | 12 | 18 | 0 | 0 | \$3,270.00 |
| Task 5 - Grant Application | 4 | 0 | 4 | 0 | 0 | \$960.00 |
| | | | | | | |
| | | | | Total Fee | | \$4,560.00 |