

RICHARD L. BOWEN + ASSOCIATES INC.

February 21, 2017

Mayor Robert Weger  
City of Willoughby Hills  
35405 Chardon Road  
Willoughby Hills, Ohio 44094

RE: 2017 Street Rehabilitation  
Willoughby Hills, Ohio  
RLB+A #7986.27  
RLB+A Contact: Pietro A. DiFranco, P.E.

Dear Mayor Weger:

We are pleased to submit this proposal for your consideration on the above-captioned project. The following is our understanding of the project scope, and estimate of professional fees:

PROJECT DESCRIPTION

The project consists of resurfacing approximately 1,762 lineal feet of Rockefeller Road between Chardon Rd and Eddy Rd (see attached Sketch SK1.1), and approximately 1,996 lineal feet of Stark Drive (see attached Sketch SK2.1). The resurfacing is anticipated to include recycling of the existing asphalt pavement for use as the base for a new asphalt overlay. The opinion of probable construction cost is approximately \$359,629.14.

SCOPE OF SERVICES

- Serve as the authorized representative of the city and supervise the execution of the project work, including resident coordination and meetings as needed.
- Design and Document Preparation: Plans, specifications, cost estimate, and bid documents as needed.
- Bidding Assistance: Respond to bidder questions, tabulate and evaluate bids, assess contractor's ability, and make recommendation for award.
- Construction Administration: Respond to contractor questions, review contractor submittals, perform site visits, review change orders, review contractor payments, perform punch list and project close-out.

216 491 9300

FAX 491 8053

13000 SHAKER BLVD

CLEVELAND OHIO 44120

REGIONAL OFFICE

NAPLES FLORIDA

WWW.RIBA.COM

ARCHITECTS

ENGINEERS

CONSTRUCTION  
MANAGERS

Mayor Robert Weger  
 February 21, 2017  
 Page 2 of 2

PROFESSIONAL SERVICES FEE

Based on Section 2.2 & 2.3 of the "AGREEMENT Between CITY OF WILLOUGHBY HILLS, OHIO & RICHARD L. BOWEN + ASSOCIATES, INC. For CITY ENGINEERING SERVICES", the Base Professional Services Fee is estimated to be:

1.	Professional Services Fee, including an estimated \$100.00 for reimbursable expenses invoiced at 1.1 times direct cost, is based on an estimated construction cost of \$359,629.14 (see attached).	\$ 31,472.18
A.	75% to be invoiced at completion of plans	\$23,604.14
B.	Remaining 25% payable in pro rata monthly payments	\$7,868.04
<b>Total Base Fee</b>		<b>\$ 31,472.18</b>

Please note, the actual Professional Services Fee will be based on the actual cost of construction, therefore will not be determined until construction is complete and the cost is known.

Please indicate your acceptance of this proposal by signing below, and providing a city-issued purchase order.

Sincerely,

RICHARD L. BOWEN + ASSOCIATES INC.



Richard L. Bowen, A.I.A., NCARB  
 President

City of Willoughby Hills Acceptance:

\_\_\_\_\_  
 Robert Weger, Mayor

\_\_\_\_\_  
 Date

cc: Contract File

P:\7986\7986.27 Street Rehabilitation-2017\Loc\Agreements\Proposal-2017 Street Rehabilitation 170221.docx

**R I C H A R D L . B O W E N + A S S O C I A T E S I N C .**