

April 25, 2022

Mr. Jim Wright
City Engineer
City of Lawrenceville
PO Box 2200
Lawrenceville, GA 30046-2200

Re: Storm Water Master Plan
City of Lawrenceville, Georgia

Dear Mr. Wright:

We are pleased to submit our proposal for the above-referenced project. The Scope of Services is based on our discussions and meeting with you, other city officials, and the MS4 consultant.

Introduction

The City of Lawrenceville has an aging storm water drainage system. The purpose of this project is to develop a Master Plan focusing on maintenance of the storm water system.

Scope of Services

- I. Existing Studies Review
 - A. Review existing studies prepared by Hayes | James and MS4 consultant.
 - B. Interview city staff to identify improvements/repairs that have occurred.
 - C. Plot flood plain on latest GIS maps and prepare CADD/Shape files for city GIS use.
 - D. Review maps for conformance.
 - E. Site visit to review any issues. Site visit is anticipated as a two (2) day effort and is not a review of all pipes and structures investigated in previous reports and studies by Hayes | James or MSA Consultant.
 - F. Summarize findings from review.
 - G. Attend meeting with storm water committee for update.

II. Coordinate Mapping with City GIS

- A. Merge flood plain limits with GIS.
- B. Extract and send overlay limits to city GIS department.

Note: New studies and/or rerunning the flood study is not included.

III. System Assessment

A. Meeting with Engineering Department and Public Works Department

- 1. Identify any improvements/repairs that have been made since the studies were performed.
- 2. Clarify current procedures for repairs.

B. Assess current and future program needs.

C. Develop algorithm to assist in decision making.

The formula or algorithm will be used to determine what projects/repairs will provide the greatest benefit. Consideration to be given to safety issues, potential property damage, flooding, erosion, water quality, and necessary maintenance.

This work is to be based on past reports by Hayes | James along with conditions noted by the MS4 Consultant.

D. Map priority structures/pipes (approximately 700).

E. Rank/score structures and pipes. This is to focus on the highest priority.

F. Estimate probable cost of priority structures/pipes. This may be a general formula and is not a detailed cost estimate.

G. Rank benefits of priority structures/pipe replacement.

H. Coordinate with activities of MS4 consultant.

I. Coordinate with city staff.

IV. Capital Improvement Program

A. Develop 5-year CIP project outlook based on current funding.

B. Assess future program needs and priorities.

- C. Storm water rate analysis
 - 1. Review current fees to determine if sufficient.
 - 2. Recommend fee that would meet city's goals.
- D. Summary report
- E. Meetings/Presentations
- V. Storm Water Management/Detention Facility
 - A. Identify location of existing ponds, current property owner and area served by the ponds.
 - B. Document ownership and prepare a report of findings.
- VI. Storm Water Utility Master Plan
 - A. Prepare master plan report summarizing the above tasks.
 - B. Prepare/coordinate public meetings to gather input from citizens and other stakeholders.
 - C. Present reports and studies to Storm Water Board and/or City Council.

Note: Each task is to be considered as a milestone. A project meeting will be performed at completion of each task to review the results along with confirming the direction of the next task to best suit the city's needs.

Schedule

The proposed schedule is to be determined.

Condition

All conditions are in accordance with the Annual Contract RP001-21.

Project Fees

<u>Item</u>	<u>Fee</u>	<u>Type</u>
I. Existing Studies Review	\$ 46,360.00	Not to Exceed
II. Coordinate Mapping with City GIS	\$ 17,130.00	Not to Exceed
III. System Assessment	\$ 119,885.00	Not to Exceed
IV. Capital Improvement Program	\$ 46,080.00	Not to Exceed
V. Storm Water Management/Detention Facilities	\$ 33,800.00	Not to Exceed
VI. Storm Water Utility Master Plan	\$ 38,920.00	Not to Exceed
TOTAL		
	\$ 302,175.00	

- Notes: 1. Reimbursable expenses are included in the hourly charge rates.
2. Hayes | James will invoice according to the agreed hourly charge rates agreed upon for **Annual Contract RP001-21** with the above fees to be “not to exceed” amounts. See Attachment I – Fee Schedule.

Thank you for this opportunity to be of service. Should you have any questions, please contact us.

Sincerely,

HAYES, JAMES & ASSOCIATES, INC.

Michael D. Bentley, PE
Vice President

Mark Bond
President

MDB/sms

C: Chuck Warbington, City of Lawrenceville

Signatures Next Page



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This proposal is acceptable and Hayes | James is authorized to proceed.

By: _____
City of Lawrenceville Date _____

Attest: _____
City of Lawrenceville Date _____



ATTACHMENT I
 FEE SCHEDULE

Item #	Billing Category	Hourly Rate
1.	Principal-In-Charge	\$ 160.00
2.	Project Manager	\$ 150.00
3.	Engineer, Senior	\$ 150.00
4.	Engineer	\$ 100.00
5.	Engineer, Associate	\$ 95.00
6.	Architect, Senior	N/A
7.	Architect	N/A
8.	Architect, Associate	N/A
9.	Technician	\$ 70.00
10.	CADD Technician	\$ 65.00
11.	Administrative Support	\$ 70.00
12.	Landscape Architect, Senior	\$ 150.00
13.	Landscape Architect	\$ 140.00
14.	Surveyor, Principal	\$ 150.00
15.	Surveyor, Senior	\$ 120.00
16.	Surveyor, Project	\$ 110.00
17.	Survey Crew	\$ 130.00
18.	Aerial Survey	N/A
19.	Mobile Scanner	\$ 130.00
20.	SUE Crew	\$ 135.00
21.	Vacuum Excavation Crew	N/A
22.	Planner, Principal	\$ 150.00
23.	Planner, Senior	\$ 140.00
24.	Planner	\$ 110.00
25.	Scientist, Principal	\$ 250.00
26.	Scientist, Senior	\$ 180.00
27.	Scientist	\$ 115.00
28.	Scientist, Associate	\$ 105.00
29.	Geotechnical Engineer	\$ 150.00
30.	Other (may use additional sheet)	N/A

TASK	Project Manager	Senior Engineer	Project Engineer	CADD Tech / Intern	Principal Surveyor	Project Surveyor	Field Survey Crew	Admin	SUBTOTAL	
TASK 4 - CAPITAL IMPROVEMENT PROGRAM										
Develop 5-yr CIP proj outlook based on current funding	40	40	0	0	0	0	0	0	\$12,000	
Assess future program needs and priorities	40	40	0	0	0	0	0	0	\$12,000	
Stormwater Rate Analysis										
Review current fees to determine if sufficient	8	0	0	0	0	0	0	0	\$1,200	
Recommend fee that would meet City's goals	4	4	0	0	0	0	0	0	\$1,200	
Summary Report	16	80	0	0	0	0	0	24	\$16,080	
Meetings/Presentations	12	12	0	0	0	0	0	0	\$3,600	
										\$46,080
TASK 5 - STORMWATER MANAGEMENT/DETENTION FACILITIES										
ID existing storm ponds, property owner, and area served by pond	4	4	80	0	0	0	0	0	\$9,200	
Document findings (Property Owner & Area Served by Pond)	8	40	160	0	0	0	0	20	\$24,600	
Notes:										\$33,800
Hourly estimate based on 100 detention ponds										
TASK 6 - STORMWATER UTILITY MASTER PLAN										
Prepare Stormwater Master Plan utilizing Tasks 1-5	80	80	0	0	0	0	0	60	\$28,200	
Provide/coordinate public meetings for citizens & stakeholders	16	16	0	0	0	0	0	8	\$5,360	
Present reports & studies to stormwater board &/or City Council	16	16	0	0	0	0	0	8	\$5,360	
										\$38,920
PROJECT TOTAL									\$302,175	