



March 21, 2014

Town of Pittsboro  
PO Box 759  
Pittsboro, NC 27312

**SUBJECT: Surveying & Civil/Site Design & Drafting Services: +/-615 LF Public Sidewalk  
Pittsboro, NC (Chatham County)**

Summit Design and Engineering Services, PLLC (**SUMMIT**) would like to thank **The Town of Pittsboro (CLIENT)** for extending us the opportunity to provide Engineering and Survey services for the **Town of Pittsboro Sidewalk Extension along the NC 87 Northbound Right of Way (Project)**. A scope of services and associated fees corresponding to this project are as follows:

**Scope Survey of Services:**

**Topographical Survey of existing conditions and re-establish the Right of Way of NC Hwy 87.**

Locate property corners to establish Right of Way along the eastern side of NC Hwy 87 from the intersection of US Hwy 64 and NC Hwy 87 south approximately 725 feet to the intersection of NC Hwy 87 and Pittsboro Elementary School Rd. Locate, in the same area, physical features, utilities, and topography from the centerline of NC Hwy 87 east for a corridor of 50 feet. Base CAD file to be provided to Engineer. This proposed fee also includes Right of Way "Certification" as requested in the RFP described as "state right-of-way location and verification". As part of our standard survey scope, we would normally locate/verify the location of the Right of Way, however not provide a "Certification" unless specifically needed. A certification is not typically requested, however due to our recent project on US 64 with the CLIENT, we have provided a cost to do such. Should the CLIENT not need or require this "Certification", our Survey Fee could be adjusted by \$1,400.

**Survey Fee: \$3,900**

**Scope of Land Development Services:**

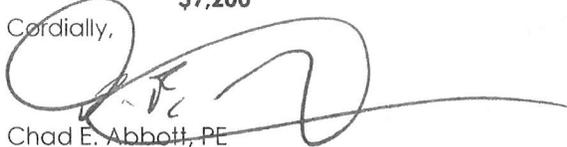
- 1. Base Mapping and AutoCAD Drafting:** After receiving the file from SUMMIT SURVEY, the Land Development Dept. will conduct layer and line type management to ensure existing conditions are representable and clearly identified. SUMMIT will then deliver the file as a PDF and hard copy to the CLIENT for review of existing conditions and to markup a proposed alignment. SUMMIT will take the markups to generate a CIVIL 3D model and corridor with cross slopes, sideslope tie outs, vertical slopes and curvatures based upon the design input from the CLIENT. Once the corridor and alignment is set, plan and profile sheets will be generated for review and markup by the CLIENT. SUMMIT will again provide the CLIENT with PDF and hard copies of the deliverables. While under review by the CLIENT, anticipated applicable detail sheets will also be prepared and sent to the CLIENT. Once final markups have been received, SUMMIT will generate FINAL drawings for signatures by the CLIENT. Thereafter, SUMMIT will assist as need to address Plan related comments by NCDOT and other review agencies. SUMMIT has also included up to 2 Meetings with the CLIENT in person for review, comment, and discussion of plans/design and 1 Meeting w/ NCDOT as noted in the RFP.
- 2. Submittals and Permitting:** SUMMIT will Coordinate with the Town in submitting and permitting all required items to NCDOT and other agencies. Charges incurred from printing, mailing will be billed at 1.15 times our direct cost.
- 3. Engineering Design, Permitting Assistance and Plan Review:** SUMMIT will provide technical and planning design services to the CLIENT relative to NCDOT requirements, ADA requirements and

general sidewalk and pedestrian design. SUMMIT will also assist in the review of plans for completeness and discrepancies prior to permit submittals and releasing drawings for bidding.

**Land Development Fee:** The LUMP SUM for Scope Items #1-#3 and project management is **\$5,300**. Expenses and/or outside services will be billed at 1.15 times our direct cost and are not included in the fee. Scope items above will start in **Early-Mid April** with anticipated submissions to NCDOT to be in **Late April/Early May** and be completed by **Late June**.

**Total Fees:**    **\$3,900 (Surveying Services - \$2,500 if Certification not Required)**  
                      **\$5,300 (Drafting, Permitting, Engineering & Design/Oversight)**  
                      **\$9,200**

Cordially,



Chad E. Abbott, PE

Land Development Manager

Summit Design and Engineering Services, PLLC

Visit our web site at [www.summitde.net](http://www.summitde.net) for a complete listing of Professional Services