



Stantec Consulting Michigan Inc.  
3754 Ranchero Drive, Ann Arbor MI 48108-2771

May 12, 2022  
File: 2075001816

**Attention: Mr. Billy Weirich, Director of Utilities**

Pittsfield Charter Township  
6201 W. Michigan Avenue  
Ann Arbor, Michigan 48108

Dear Mr. Weirich,

**Reference: Packard Road Water Main Improvements – Construction Services**

## STATEMENT OF UNDERSTANDING

Pursuant to your request, Stantec Consulting Michigan Inc. (Stantec) is pleased to submit this proposal to provide Construction Engineering Services for the Packard Road Water Main Improvements Project. This project consists of the installation of approximately 700 feet of 12-inch and 200 feet of 8-inch water main by open cut, rehabilitation of approximately 180 feet of 12-inch water main by cured-in-place pipe (CIPP) lining, replacement of associated valves and service laterals, and other associated improvements. Construction is currently anticipated to start in July of 2022. The intent of these services is to assist the Township in confirming compliance with the contract documents and coordination with the Washtenaw County Road Commission (WCRC) repaving of Packard Road.

Plans and specifications have previously been prepared by Stantec.

## SCOPE OF WORK REQUESTED

The following is the proposed scope of work included in this proposal:

- Conduct a pre-construction meeting with the contractor, permit agencies and Township staff.
- Review of shop drawings, sample and material submittals, exploratory excavation elevations, and 3rd party test data.
- Provide construction staking for the improvements. Provide cut sheets for contractor use.
- Provide oversight of construction activities. The contract duration of the project per the contract documents is 45 days.
- Assist the Township with the administration of the construction contract to assure satisfactory compliance by the contractor. Conduct and attend weekly progress meetings and process necessary paperwork, including pay requests and change orders.
- Coordination of watermain shutdowns, testing, and transferring new system improvements to the existing system.
- Coordination with the Washtenaw County Road Commission (WCRC) and their Packard Road Repaving Project.
- Conduct project closeout, punch list, walk through, final pay estimate, and receipt of final waivers. Coordinate the project closeout with Pittsfield Charter Township.
- Prepare record set plans based on Inspector's Daily Reports and contractor provided data.
- Provide a USB drive of construction related correspondence.
- Construction costs are estimated at \$607,824.12.

## BUDGET

We recommend establishing a not-to-exceed budget of **\$60,000.00** to complete the Construction Engineering scope of work listed above. The work will be completed as requested on a time and materials basis.

May 12, 2022

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Page 2 of 2

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Please note that this work will be conducted under the General Engineering Services Agreement that has been previously executed between Pittsfield Charter Township and Stantec Consulting Michigan Inc.

If the above proposal meets your approval, please sign this proposal letter, and return a copy to our office. We sincerely appreciate the opportunity to continue to work with Pittsfield Charter Township and look forward to assisting you with these important improvements. If you should have any questions, please feel free to contact us.

Regards,

**Stantec Consulting Michigan Inc.**



**Spencer Cain** PE  
Project Engineer  
Phone: 734 214 1858  
Spencer.Cain@stantec.com

**Stantec Consulting Michigan Inc.**



**Mark Pascoe** PE, LEED® AP, ENV SP  
Principal  
Phone: 734 214 1865  
Mark.Pascoe@stantec.com

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