



civil . structural . plumbing / fire protection . mechanical . electrical. telecommunications / security

January 2, 2019

Mr. Peter Daniels, Interim City Engineer
City of West Allis
7525 W. Greenfield Avenue
West Allis, WI 53214

**RE: Street Lighting Replacement
Circuits D-1, F-5, and E-2**

Dear Peter:

Harwood Engineering Consultants, Ltd., (HECL), is pleased to provide a proposal for Engineering Consulting Services for upgrading the circuiting and light sources for existing circuits D-1, F-5, and E-2. The areas of work to include:

3/5/19 Deadline

- S. 80th Street: W. Greenfield Ave. to W. National Ave. (Circuit F-5)
 - Also, include 81st Street between Greenfield and National.
 - Provide a new circuit out of existing cabinet on 79th Street (Circuit FF)
- S. 75th Street: North of W. Walker St. to W. Washington Street (Circuit E-2)
 - Also, include 75th Street north of Walker to Park.
 - Provide an HV and LV pull box at 0833 for future new lights in park.

4/10/19 Deadline

- S. 55th Street: W. Mobile St. to W. Electric Ave. (Circuit D-1)
 - Add lighting cabinet at 60th and Grant for new circuit.
 - Utilize existing conduit on Grant street to run new circuit.
- S. 59th Street: W. Mobil St. to W. Lincoln Ave. (Circuit D-1)
 - Also, include 3 lights on West Mobile Street at 59th.
 - Utilize new lighting cabinet added for 55th Street portion.
- W. Grant Street: S. 60th Street to W. Beloit Rd. (Circuit D-1)
 - Utilize new lighting cabinet added for 55th Street portion.
 - Replace all fixtures facing Grant Street.
 - As part of completed road improvement, there should already be conduits on the north and south side of Grant. This needs to be verified.

The following list outlines our understanding of the work required:

- The existing 4800 volt lighting circuits shall be replaced with new 240 volt circuits. The new circuits shall come from existing street lighting cabinets.
- Existing poles are intended to be re-used whenever possible.
- New circuits will generally run along one side of a street.
- New circuits are planned to be horizontally bored in order to minimize excavation. Conduit shall be HDPE or possibly PVC. New wiring shall be copper, properly sized to accommodate voltage drop.
- HECL will walk through all planned circuit paths to verify obstructions, locate any new pole locations and verify circuit sources. City personnel will open all cabinets as needed.

255 North 21st Street, Milwaukee, Wisconsin 53233 Phone: (414) 475-5554 Fax: (414) 773-9299 www.hecl.com



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- Drawings will include quantities of work, using logical breakdowns.
- Full technical specifications shall be provided by HECL. West Allis shall provide all “Front End” sections.
- HECL will provide construction administration services:
 - Pre-bid walk-through
 - Bid review assistance
 - Pre-Construction meeting
 - Shop drawing review
 - Site observation
 - Punch lists
 - Construction meetings as needed.

Our proposed fee for these services is \$17,500 (Seventeen Thousand Five Hundred Dollars).

Construction Administration

Any significant changes made to the project documents after they are substantially completed shall be considered supplemental services.

Reimbursable Expenses

Standard reimbursable shall be billed at a 1.0 multiplier and shall include, but not be limited to, printing, reproductions, photography, and other necessary incidentals.

Supplemental Services

Should supplemental services be requested by you due to a change in the above Scope of Services, we shall proceed with said services upon your approval and invoice on an hourly basis, based on the following hourly rates:

Standard Hourly Rates

Principal	\$165
Senior Project Engineer/Designer	\$125
Project Engineer/Designer 2	\$100
Project Engineer/Designer 1.....	\$ 80
CAD Technician	\$ 60
Administration	\$ 55



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Terms and Conditions

Harwood Engineering Consultants, Ltd. (HECL) has not provided any project budget guidance and therefore is not accountable or responsible for previously established project budgets. If costs associated with this project to meet the Owner's expectations exceed the established budget, HECL will be reimbursed to modify documents necessary to bring this project within the initial budget.

In the advent the scope of the project is altered, HECL reserves the right to negotiate appropriate compensation for engineering such changes. HECL reserves the right to suspend all activity on this project until the negotiations for additional engineering services are resolved.

If this proposal meets with your approval, the authorization to begin may be indicated by signing in the space provided below and returning a signed copy to HECL. This proposal is based generally on the West Allis consultant agreement we worked under during the study phase of this project.

Invoices shall be sent monthly with payment due within 60 days of receipt. Should the production effort be interrupted due to late receipt of payments, it may be necessary to adjust the schedule. We reserve the right to charge interest at the rate of 1.0 percent per month on the balance outstanding, 60 days after the date of the invoice, and shall be added and compounded monthly. We reserve the right to withhold plans and documents from the review, signature, or distribution process, until account is currently paid.

This proposal remains in effect for a period of not more than six months from the date of this letter. After that time, we will be happy to review our proposal and update our fees, if necessary.

Conclusion

Peter, we trust this proposal meets with your approval. We look forward to working with you and your staff. If you have any questions or comments, please feel free to contact us.

Sincerely,

Harwood Engineering Consultants, Ltd.

Tom Petersen, PE, LEED AP
Principal | Vice President
Director of Electrical Engineering

TP/cb

For: **City of West Allis**

Signature

Title

Date