



June 1, 2022

Mr. Steve Moore  
Public Works Director  
Town of Avon  
6570 East US Highway 36  
Avon, IN 46123

Re: On Call Consulting Services  
Assignment #2 - Hurst Drive RW  
Engineering Services Fee Proposal

Dear Steve:

Based on our conversations and site visit we have prepared this scope and fee proposal for your review. It is understood that this scope for the project will be locally funded by the Town of Avon through our current On Call Consulting Services contract.

The following information has been prepared and is included herein:

- I. Project Description
- II. Scope of Professional Services
- III. Proposed Fees

We are ready to begin and would like to thank you for this opportunity to work with the Town of Avon. If you should have any questions or need any further information, please do not hesitate to call me at (317) 780-1555 ext. 114.

Sincerely,

CrossRoad Engineers, PC

A handwritten signature in black ink, appearing to read "Trent E. Newport", is written over a horizontal line.

Trent E. Newport, PE, LS  
President

Please signify your acceptance by signing below:

\_\_\_\_\_  
Steve Moore

\_\_\_\_\_  
Date

# ON CALL CONSULTING SERVICES

## ASSIGNMENT#2 – HURST DRIVE RIGHT OF WAY

CrossRoad Engineers, PC

### I. PROJECT DESCRIPTION

This project involves the conversion of a private drive to be public right-of-way as well as some drainage easements. This work is associated with a roadway and drainage improvement project on said road which is Hurst Drive from US 36 to Avon Parkway.

The Town is hopeful that the parcels will be dedicated in order to facilitate the roadway improvements being completed by the Town. However, we are including all potential RW fees in case this does not happen. If the parcels are not dedicated, then there will be land fees paid to the land owners which are not included in these fees herein.

### II. SCOPE OF PROFESSIONAL SERVICES

#### 1. Right of Way / Easement Services

CrossRoad Engineers will provide exhibits and descriptions for any necessary easements and right-of-way parcels in conjunction with the design/plans as provided by others. The services will not include title and encumbrance reports since they were provided to us. The services will include plats and descriptions, appraising (if buying), buying, and management. The management will include all property owner and subcontractor coordination as well as the recording of the right of way / easement documents. Parcel files will be provided to the Town at the completion of the acquisitions. Our work shall be performed on a per each basis based on the rate as shown in Section III – Proposed Fees below. Based on previous conversations, it is assumed that two (2) RW parcels and one (1) easement parcel will be necessary.

#### 2. Method for Payment of Engineering Fees

During this work, progress invoices will be prepared based on the terms included in Section 2.01 of the On Call Consulting Services “Agreement Between Owner and Engineer for Professional Services” dated January 7, 2022.

#### 3. Understandings

For additional services not covered herein, the work will be performed as authorized by you at a mutually agreed upon rate. Costs incurred due to agency applications for review and approval, postage for plan distribution, public notifications, and any other direct costs shall be invoiced separately as a reimbursable with a 15% administrative charge. Payment for these items will not be the responsibility of CrossRoad Engineers.

**III. PROPOSED FEES**

TASK DESCRIPTION	FEE
<p><b>1. Right of Way / Easement Services</b></p> <ul style="list-style-type: none"> <li>• RW Engineering, Plats &amp; Descriptions (\$4500) – <i>assumes (2 plats and 3 desc. Total)</i></li> <li>• Appraisals (\$2000 EA – estimated average based on INDOT rate table) – assumes (2)</li> <li>• Buying (\$1900 EA) – assumes (2)</li> <li>• Management (\$1200 EA) – assumes (2)</li> </ul> <p>(Work to be invoiced at Unit Prices above)*</p>	<p><b>\$14,700*</b></p>
<p><b>CONTRACT TOTAL</b></p>	<p><b>\$14,700</b></p>