



1427 Kensington Square Court
Murfreesboro, TN 37130

w wiserconsultants.com

T 615-278-1500

F 615-217-8130

March 16, 2015

Mr. William Banks
City of Franklin
109 Third Avenue South
Franklin, TN 37064

Subject: Proposal for Construction Engineering and Inspection (CEI) services related to the construction of the City of Franklin 3rd Avenue North Trail / Greenway project (COF 2014-0037).

Dear Mr. Banks

Wiser Consultants is pleased to submit a cost proposal which includes the Scope of Services and Estimated Cost to provide CEI services related to the construction of the City of Franklin 3rd Avenue North Trail / Greenway. It is WISER's intention, to provide the City of Franklin with CEI services that meet the requirements as set forth by TDOT Local Programs Development Office and those requirements required by the City. We also believe that our background and knowledge of TDOT LPDO CEI projects will enable us to aid the City in constructing a successful project.

After reviewing our Scope of Services and Estimated Cost, please feel free to contact us if you should have any questions or require additional information.

Sincerely,

Marty McWilliams

Marty McWilliams, PE, PMP
Wiser Company

Scope of Services

Wiser Consultants submits the following Scope of Services and Estimated Time and Materials Contract to the City of Franklin for Construction Engineering and Inspection Services as related to the City of Franklin Contract No.: 2014-0037 3rd Avenue North Trail / Greenway project. The following services will be completed by a teaming arrangement of Wiser Consultants, Ragan-Smith, KS Ware, and Griggs & Maloney.

1. Pre-construction / Erosion Control Meetings
 - a. Issue Notices
 - b. Administer
 - c. Record minutes and distribute to attendees
1. Issue Notice to Proceed / Work Order on behalf of the City for contractor to start work
2. Maintain following records:
 - a. Attestation of illegal immigrants – twice per year (January & June)
 - b. Certified payrolls – weekly per contractor / subcontractor
 - c. Change Orders
 - RFP's, Contractor's Response, Recommendation to City, City's Response to accept or deny, Executed Change Order
 - d. Concrete designs
 - e. Construction Reports - monthly
 - f. Daily Work Reports (DWRs) – daily
 - g. Employee Interviews – monthly or as needed to compare with certified payrolls
 - h. Environmental (If required)
 - Inspection Reports (twice weekly)
 - i. End of Job
 - Final Inspection Documents
 - Final Progress Estimate with Overrun/Underrun Explanations
 - Completion Notice
 - Advertisement for Claims Letter
 - Material Certification Letter
 - CC-3 Documentation
 - Prompt Payment Forms
 - End of Job Certificate
 - j. Engineers Estimate
 - k. Monthly Pay Request submitted for payment
 - l. Job Mix Formulas (Asphalt)
 - m. Materials Testing
 - Testing results
 - Material certifications
 - n. Meetings
 - Preconstruction agendas & minutes
 - Progress agendas & minutes
 - o. Notices
 - p. Pay Items (each item used on project)
 - Monthly quantities
 - q. Prompt payment forms – monthly
 - r. Shop Drawings – reviewed

s. Subcontracts – reviewed

3. Oversee construction activities and assist in resolving any issues that may arise during construction. Construction coordination between City, Contractor, Wiser staff & subconsultants.
4. Perform acceptance testing and certify materials according to approved standards
5. Review concrete and asphalt mix designs
6. Review subcontracts.
7. Review shop drawings of materials to be used during the construction of project.
8. Review and approve monthly progress estimates, verify required documents have been submitted prior to approval
9. Review and verify that field quantities agree with submitted quantities.
If different, resolve conflicting issues.
10. Coordinate & conduct final inspection with City and Contractor
11. Issue completion notice
12. Provide advertisement for claims to the City for publishing
13. Prepare Final Estimate with explanation of overruns and underruns.
14. Provide material certification letter.
15. Issue end of job certificate.
16. Turn over project records to City.

Time and Materials Estimate

Our Estimated Time and Material proposal for the Services is as follows:

Fees associated to Providing Construction Engineering and Inspection Services to the City of Franklin for CEI Services related to COF 2014-0037 3rd Avenue North Trail / Greenway project		
Construction Administration, Project Management and Survey Services (WISER Consultants)	\$50,554.30	
Construction Inspection Services (Ragan-Smith)	\$161,663.28	
Materials Testing (KS Ware)	\$8,781.45	
Biological Survey / Fish Survey for Harpeth River (Griggs & Maloney)	\$5,760.00	
	Total Engineering Fee	\$226,759.03

Schedule of Fees for Wisser Consultants as related to the 3rd Avenue North Trail / Greenway Project

Professional Service Providing	Current Rate / Hour
Project Manager	\$43.50
2-Person Survey Crew	\$46.75
Registered Land Surveyor	\$30.00
Survey CAD Technician	\$24.00

Schedule of Fees for Ragan-Smith as related to the 3rd Avenue North Trail / Greenway Project

Professional Service Providing	Current Rate / Hour
Principal	\$66.11
CEI Inspector	\$24.25
Landscape Inspector	\$26.00
EPSC Inspector	\$31.97

Schedule of Fees for KS Ware as related to the 3rd Avenue North Trail / Greenway Project

Professional Service Providing	Current Rate / Hour
Project Manager	\$40.00
M&T Inspector	\$22.00
Admin. Assistant	\$20.00