



February 7, 2020

Shannon Baldwin, Town Manager  
Town of Lake Lure  
2948 Memorial Highway  
Lake Lure, NC 28746

SUBJECT: Lake Lure On-Call Professional Services – Task 2 Deliverable

Dear Shannon:

LaBella Associates appreciates the opportunity to continue to work with the Town of Lake Lure (Town) on this project. We hope to continue the ongoing relationship as we work with you through your various engineering needs. We have previously provided an engineering services agreement, and this work would be performed under that agreement. This proposal letter provides a scope of work and budget to provide the Task 2 deliverable as described below. The deliverable will consist of the special order by consent (SOC) application process, alternatives analysis, and ER-EID which will be submitted to the Town for review and comment prior to being submitted to NC DEQ. The scope of work is summarized below:

- LaBella will complete the SOC application process, including meeting with NC DEQ and subsequent correspondence.
- LaBella will complete the alternatives analysis process and deliver an alternative recommendation, detailed cost estimate, phasing limits, and schedule.
- LaBella will coordinate with the Town staff to review the currently observable perimeter manholes and the wastewater treatment plant and will coordinate with contractors, vendors, and subject matter experts as needed to complete the alternatives analysis.
- LaBella will meet with the Town staff, UAB, elected officials and other stakeholders to vet the alternatives and incorporate stakeholders' input in the alternatives analysis process.
- LaBella will coordinate with Town staff to gather the information necessary for the design process.
- LaBella will develop a master schedule in Microsoft Project that includes the dam renovation, WWTP rehabilitation/ replacement, and subaqueous sewer system rehabilitation/ replacement.

LaBella may provide other related engineering services as requested by the Town, hourly at contracted billing rates in addition to the budget provided for this scope.

Maurice (Reese) Walsh, P.E. will continue to serve as LaBella's Program Manager for this contract, providing direction and oversight for other staff assigned to specific tasks under this contract. Brian Houston and Reese will work on the alternatives analysis. Heather Miller will work on the ER-EID document, and Keith Garbrick will be the qualified technical reviewer as part of our excellence assurance program. Other staff assigned to this contract shall have appropriate experience for the assigned task.

At the request of the Town, we are submitting this on a time and material basis. LaBella will continue to submit monthly invoices that track the charges for each individual task. An allowance is established for reimbursable expenses incurred by the Engineer during performance of this agreement. Subconsultants, if applicable, will be compensated at cost plus 10 percent, out of the time-and-material labor budget. Reimbursable expenses shall be compensated at cost unless otherwise noted and shall be limited to the actual expenditures made by the Engineer during the performance of the work with respect to travel, postage, courier expenses, copies, printing, plots, permitting fees, photographs, maps, or other miscellaneous project expenses.



A summary of the budget for the scope of work described above is as follows:

<u>Description</u>	<u>Fee</u>
Task 2 Deliverable – SOC, Alternate Analysis & ER-EID	\$165,000
Allowable for Reimbursable Expenses	<u>\$5,000.00</u>
Total Budget	\$170,000

If this proposal is acceptable to the Town, please sign this proposal on the signature line below to authorize the scope defined in this proposal and return one copy to us. We appreciate the opportunity to continue our relationship with the Town of Lake Lure. If you have any questions or need additional information, please call me directly at (704) 941-2128.

Sincerely,

Maurice J. Walsh, P.E.  
LaBella Associates, P.C.  
Program Manager

**Town of Lake Lure, North Carolina**

Authorized Signature

By: C SHANNON BALDWIN

Title TOWN MANAGER

Date 3/17/20

PER TOWN COUNCIL MEETING, HELD  
MARCH 17, 2020.



LABELLA ASSOCIATES  
Lake Lure ON-CALL ENGINEERING SERVICES

SCHEDULE OF FEES  
JANUARY 1, 2020 – DECEMBER 31, 2021

<u>CLASSIFICATION</u>	<u>BILLING RATE</u>
Principal	\$180.00/hour
Project Manager	\$175.00/hour
Senior Engineer	\$165.00/hour
Senior Project Engineer	\$140.00/hour
Project Engineer	\$120.00/hour
Design Engineer	\$105.00/hour
GIS Analyst	\$115.00/hour
Senior Engineering/GIS Technician	\$105.00/hour
Engineering Technician	\$95.00/hour
Construction Inspector	\$85.00/hour
Engineering Co-op	\$70.00/hour
Clerical	\$70.00/hour
Mileage	at current IRS rate
Expenses	at cost
Subconsultants	at cost plus 10 percent