

*Town of Fairhaven
Board of Public Works*

*5 Arsene Street
Fairhaven, Massachusetts 02719
TEL. 508-979-4030
FAX. 508-979-4086
bpw@fairhaven-ma.gov*



October 6, 2020

Jeffrey T. Lucas,
Chairman
Fairhaven Community Preservation Committee
40 Center St
Fairhaven, MA 02719

Re: Sidewalk Project at Walnut and William

Dear Mr. Lucas:

Earlier this year, the Town Administrator assigned the BPW the task of the sidewalk repair at Walnut and William Street, a project that the CPC agreed to fund.

Delving into the particulars, I discovered that the Planning office hired an architect who came up with an estimate of \$185,000 to complete this work.

As such, I used the architect's information on this project to obtain a quote from an engineer to assist us in bidding out this work, project overview and I even modified the project by adding lighting conduit beneath the bricks for future lighting. I obtained an engineer's estimate for this work and my staff asked for additional Chapter 90 funds to complete the project in its entirety.

The engineer's estimate for all the above work, police details, contingencies and the lighting is just shy of \$200 k. As such, we earmarked \$20,000 of Chapter 90 money to be an additional funding source to add to the \$185,000 CPC funds.

As we were about to move forward, the Town's Accountant informed us that the CPC only brought forth \$92,000 for Town Meeting approval which took place in May 2018.

Seeking the help of the Planning Department, I was informed that the December 14, 2017 CPC minutes stated that the Library William and Walnut Street project was broken up into two phases, where $\frac{1}{2}$ was scheduled to be funded in May 2018 and $\frac{1}{2}$ in May 2019.

Unfortunately, the second half of the project, was never brought to the May 2019 Town Meeting for funding. I imagine that the turnover in the Planning office at that time caused this to fall through the cracks.

As such, as I already have an engineer on Board as well as additional Chapter 90 funds to complete this project, I respectfully request that the CPC request the additional \$93,000 toward this project per the December 2017 CPC minutes.

In closing, for your review, I am enclosing the applicable information (letter from the TA, Architect's report, applicable page from the May 2018 Town Meeting, and the agreement between the BPW and its' civil engineer for this work) that I have on this project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vincent D. Furtado', written in a cursive style.

Vincent D. Furtado
Public Works Superintendent

Enclosures



Town of Fairhaven
Massachusetts
Office of the Town Administrator
40 Center Street
Fairhaven, MA 02719

Tel: (508) 979-4023
Fax: (508) 979-4079
selectmen@Fairhaven-MA.gov

November 13, 2017

Community Preservation Committee
Town of Fairhaven
40 Center Street
Fairhaven, MA 02719
Attn: Jeffrey Lucas, Chairman

RE: FY19 CPC Application – Millicent Library Sidewalk Improvements

Dear Mr. Lucas,

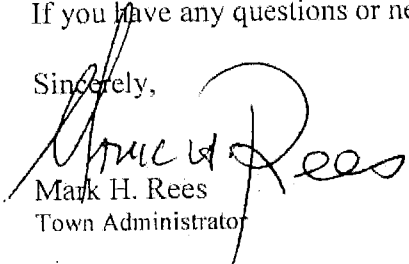
On behalf of the Fairhaven Board of Selectmen I am submitting an application for funding under Community Preservation Act to make brick sidewalk repairs to the Williams Street and Walnut Street sides and to reset the curb along Center Street of the Millicent Library in the Town Center.

The proposed project in the application is to continue the repair and restoration of the brick sidewalks on William Street and Walnut Street to complete the sidewalk repairs as the Center Street sidewalk was repaired and restored in 2015.

The sidewalk project being proposed would be to repair and restore the sidewalk and maintain its current width.

If you have any questions or need additional information, please contact my office.

Sincerely,


Mark H. Rees
Town Administrator

PROJECT APPLICATION FORM – 2018

Applicant: Board of Selectmen **Submission Date:** November 13, 2017

Applicant's Address, Phone Number and Email **Purpose: (Please select all that apply)**

Mark H. Rees, Town Administrator
40 Center Street, Fairhaven, MA 02719
508-979-4023 selectmen@fairhaven-ma.gov

- Open Space
- Community Housing
- Historic Preservation
- Recreation

Town Committee (if applicable): Board of Selectmen

Project Name: Brick Sidewalk Repair – Millicent Library

Project Location/Address: Millicent Library – 45 Center Street

Amount Requested: \$ \$185,000

Project Summary: In the space below, provide a brief summary of the project.

The project is to complete the resetting and replacement of brick sidewalks and curbing, including installing wheelchair ramps at the corners of William Street and Walnut Street at the Millicent Library

Millicent Library	William Street	\$80,000.00
Millicent Library	Walnut Street	\$80,000.00
Millicent Library	Street Curb	\$25,000.00

Detailed letter from Architect is attached.

Estimated Date for Commencement of Project: Summer 2018

Estimated Date for Completion of Project: Summer 2019

October 31, 2016



Mr. William Roth
Town Planner
Town of Fairhaven
40 Center St
Fairhaven, MA 02719

MILLICENT LIBRARY SIDEWALK IMPROVEMENTS IN TOWN CENTER

Dear Bill;

As requested we have prepared preliminary cost estimates for the replacement of the brick sidewalks in the Fairhaven Center. These sidewalks located at the perimeter of the Millicent Library would be completely removed and reinstalled to eliminate the dangerous conditions encountered in the majority of the areas.

Millicent Library

The sidewalks surrounding this historic property are in as bad a condition as the Town Hall. Frost heaving, movement from tree roots and similar problems exist on most areas of the sidewalks. Curb ramps will be required to meet accessibility codes and the street curb will need to be reset where it has heaved. To begin the brick would be removed and stockpiled, although this brick appears to be in a far greater state of decay than the Town Hall sidewalks. We have included 20 to 25 percent new brick in the statement of probable construction cost. This phase of work would maintain the width of the sidewalks as the brick is available unlike the Town Hall sidewalks.

We have also included a cost to reset the curbing at the street, which has moved over time and is inconsistent. The statement of probable construction cost includes the cost of consulting service as well as the resetting of the granite curb at the street.

1. **William Street** the sidewalks would be removed and replaced as outlined above. The work would begin at the newly replaced center street sidewalks. These sidewalks stop at the southern property line.

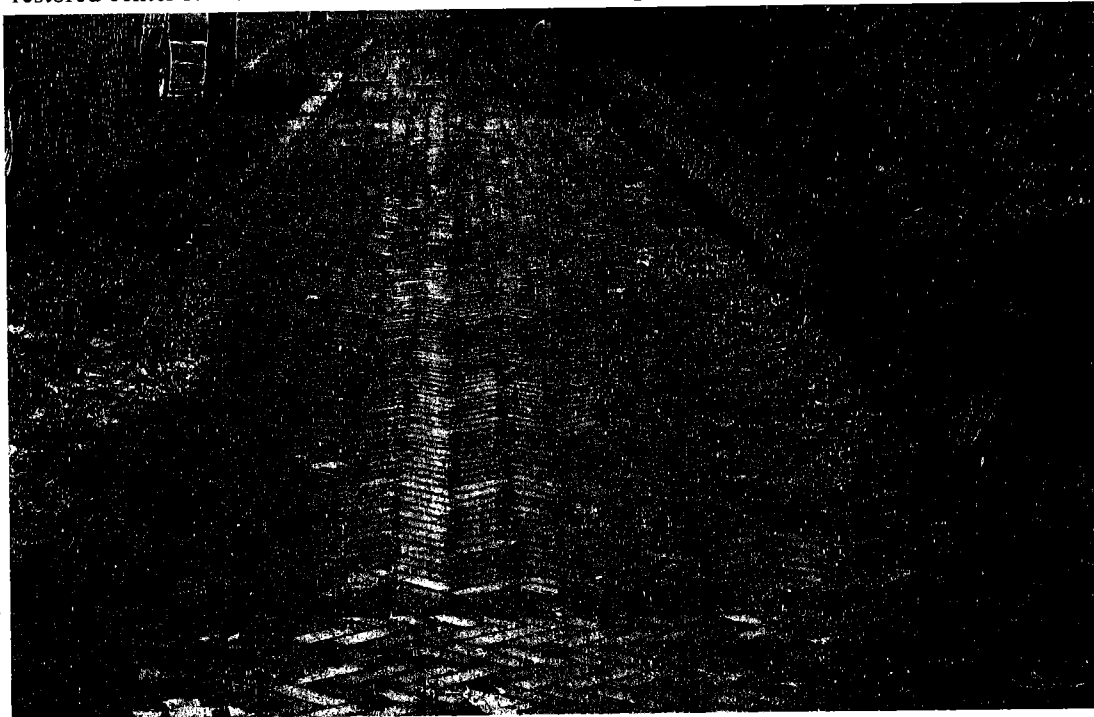


Statement of Probably Construction Cost for William St Sidewalks \$80,000.00

J.M.Booth & Associates Inc.
47 N. Second St. 4th Floor
New Bedford, MA 02740

Tel no. 508-999-6220
Fax no. 508-990-1265
www.jmbooth-architects.com

2. **Walnut St** would see the sidewalks replaced as indicated above. The work would start at the newly restored center street sidewalks These sidewalks also stop at the southern property line.



Statement of Probably Construction Cost for Walnut St Sidewalks \$80,000.00

3. **Reset Curbing at Street Probable Construction Cost \$25,000.00**

Funding Request Summary

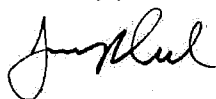
We have identified the various problems with the sidewalks, the photos do not really show the problem and we suggest that each street be walked to understand the hazard with these sidewalks.

This work is required to safeguard pedestrians that use the sidewalks. The longer these projects are delayed the more treacherous the sidewalks will become. The recently completed sidewalk projects around Town Hall and on Center St at the Millicent Library are a testament to the viability of this project.

MILLICENT LIBRARY SIDEWALK REQUEST \$185,000.00

We would be pleased to discuss this matter further.

Sincerely yours;



Joseph M. Booth, AIA
Principal
JMBA+Architects

ARTICLE 21: COMMUNITY PRESERVATION PROGRAM APPROPRIATIONS -FY19

To see if the Town will vote to appropriate or to reserve for later appropriation, and to authorize the Community Preservation Committee to expend or reserve, from the Community Preservation Fund available funds and FY19 Estimated Receipts as set forth herein, the following amounts for community preservation purposes, with such expenditures to be subject to conditions to be specified in applications and award letters from the Community Preservation Committee, with each item considered a separate appropriation:

PROPOSED FISCAL YEAR 2019 COMMUNITY PRESERVATION BUDGET		Recommended Amounts
APPROPRIATIONS		
Purpose		
Reserve for Future Appropriation		
A. Acquisition, creation, and preservation of Open Space, and its rehabilitation and restoration.		\$45,000
Spending Appropriations		
B. Fairhaven Housing Authority - Green Meadows Window Replacement Project		\$40,000
C. Stratford Capital Group - Oxford School Residences		\$150,000
D. Board of Selectmen - Town Hall Handicap Door Openers		\$15,000
E. Library - Exterior Window Restoration Project		\$86,000
F. Historical Commission - Fire Museum - Gutter Project		\$2,000
G. Historical Commission - Old Stone School - Roof Project		\$7,000
H. Bell Committee - Revere Bell Restoration & Permanent Display Project		\$18,500
I. Board of Selectmen - Library Sidewalk - Walnut Street Project		\$92,000
J. Recreation Center/Wellness Committee - Bike Path Fitness Stations		\$7,500
Administrative Spending Appropriation		
K. To fund the Community Preservation Committee's annual expenses as follows: Personal Service - \$7,600; Purchase of Services - \$3,400; Supplies - \$500; Other charges/expenders - \$2,000.		\$13,500
Total Recommended Appropriations		\$476,500

And, whereas Massachusetts General Law, Chapter 44B requires that the Town appropriate for spending, or set-aside for future spending, from the fund balance at least 10% for open space, 10% for historic preservation, and 10% for community housing.

And, whereas the existing reserves and recommended appropriations for open space, historic preservation, and community housing each exceed 10% of the Community Preservation Fund Estimated Receipts.

And, whereas Town Meeting may vote to delete any of the recommended amounts.

Therefore, in the event that recommended amounts are deleted, vote to appropriate as a reserve for future spending from the FY 2019 Community Preservation Fund Estimated Receipts the minimum necessary amounts to allocate not less than 10% (\$45,000) for open space, not less than 10% (\$45,000) for historic preservation, and not less than 10% (\$45,000) for community housing, or take any other action relative thereto.

Petitioned by:

Community Preservation Committee

<i>Request:</i>	<i>Selectmen Recommend:</i>	<i>Finance Committee Recommend:</i>
A: \$45,000	A: Adoption	A: Adoption
B: \$40,000	B: Adoption	B: Adoption
C: \$150,000	C: Adoption	C: At Town Meeting
D: \$15,000	D: Adoption	D: Adoption
E: \$86,000	E: Adoption	E: Adoption
F: \$2,000	F: Adoption	F: Adoption
G: \$7,000	G: Adoption	G: Adoption
H: \$18,000	H: Adoption	H: Adoption
I: \$92,000	I: Adoption	I: Adoption
J: \$7,500	J: Adoption	J: Indefinite Postponement
K: \$13,500	K: Adoption	K: Adoption

ARTICLE 22: REVOLVING FUNDS - FY19

To see if the Town will authorize and / or re-authorize the following Revolving Accounts under the provisions of Massachusetts General Law Chapter 44 Section 53 E ½ under the following terms:

Revolving Fund	Authorized to Spend	Revenue Source	FY18 Limit
Hazardous Materials	Fire Chief	Disposal fees/charges	\$100,000
Sustainability	Sustainability/Green Committee	Fees/charges	\$10,000

AGREEMENT FOR PROFESSIONAL SERVICES

Between

**TOWN OF FAIRHAVEN
Board of Public Works
5 Arsene Street
Fairhaven, MA 02719**

And

**GCG Associates
84 Main Street
Wilmington, MA 01887**

For

**Engineering Services
For
Millicent Library Sidewalk Improvement Project**

The AGREEMENT made the ____ day of _____ 2020, by and through the **Board of Public Works of the Town of Fairhaven** who is duly authorized so to act, hereinafter called the "TOWN" and GCG Associates, an engineering firm, hereinafter called the CONTRACTOR.

Witnesseth for the consideration hereinafter set forth, the parties hereto agree as follows:

ARTICLE 1 - ENGAGEMENT OF CONTRACTOR

1.1 TOWN hereby engages the CONTRACTOR and the CONTRACTOR hereby accepts the engagement to perform certain professional services in connection with the PROJECT.

ARTICLE 2 - SERVICES OF CONTRACTOR

- 2.1 CONTRACTOR will perform professional services in connection with the PROJECT, as outlined in Attachment A.
- 2.2 CONTRACTOR will serve as the TOWN'S professional engineering representative in those phases of the PROJECT to which this AGREEMENT applies and will consult with and advise the TOWN during the performance of its services.
- 2.3 CONTRACTOR will consult with Federal, State, Town and other regulatory officials to define the requirement of the PROJECT and to assist the TOWN in obtaining approvals from these agencies where required.

Millicent Library

ARTICLE 3 - RESPONSIBILITIES OF TOWN

- 3.1 Designate, in writing, a person to act as the TOWN'S representative with respect to the work to be performed under this AGREEMENT, such person to have complete authority to transmit instructions, receive information, interpret and define the TOWN'S policies and decisions with respect to the PROJECT.
- 3.2 Place at the disposal of the CONTRACTOR all available information pertinent to the project.
- 3.3 Provide access to and make all provisions for the CONTRACTOR to enter upon public and private lands as required for the CONTRACTOR to perform his work under this AGREEMENT.
- 3.4 Furnish all legal services required in connection with this PROJECT.

ARTICLE 4 - PAYMENTS TO CONTRACTOR

- 4.1 For the services performed under this AGREEMENT, and as outlined in Attachment A, the TOWN will pay the CONTRACTOR.
- 4.2 Payment to CONTRACTOR shall be made within 30 days after receipt of an acceptable invoice; any invoice outstanding for more than 30 days after date of invoice will be subject to a financing charge of 1-1/2 percent per month. If the TOWN objects to any invoice submitted by the CONTRACTOR, the TOWN shall so advise the CONTRACTOR in writing, giving reasons therefore, within fourteen (14) calendar days of receipt of such invoice. If no such objection is made, the invoice will be considered acceptable and payable by the TOWN.
- 4.3 Invoice payments must be kept current for services to continue. If the TOWN fails to pay any invoice due to CONTRACTOR within 45 days of the date of invoice, CONTRACTOR may, without waiving any other claim or right against the TOWN, suspend services under this Agreement until the CONTRACTOR has been paid in full all amounts due CONTRACTOR and/or any of its Consultants and Subcontractors. Sealed plans, final documents, reports and attendance at meetings/hearings will not be provided unless payment for services is current.
- 4.4 The acceptance of final payment by the CONTRACTOR shall constitute a waiver of all claims by the CONTRACTOR arising under this AGREEMENT.

ARTICLE 5 - ADDITIONAL WORK

- 5.1 If the TOWN desires additional work not covered by this AGREEMENT, such compensation shall be as agreed to in an amendment to the contract by both parties.

ARTICLE 6 - TIME OF PERFORMANCE

- 6.1 CONTRACTOR shall provide effort in accordance with the Scope of Services unless otherwise stipulated by mutual written agreement. The CONTRACTOR will diligently prosecute the work to completion in accordance with the applicable engineering standards.

ARTICLE 7 - LITIGATION

- 7.1 Nothing herein contained shall be construed to obligate the CONTRACTOR to prepare for or appear in litigation on behalf of the TOWN, except in consideration of additional compensation to be mutually agreed upon.

ARTICLE 8 – CONSTRUCTION COST ESTIMATES

- 8.1 Construction cost estimates, if any, by the CONTRACTOR represent his best judgment as a design professional familiar with the construction industry. It is recognized, however, that neither the CONTRACTOR nor the TOWN has any control over the cost of labor, materials or equipment, over the Construction Contractor's methods of determining bid prices, or over competitive bidding or market conditions. Accordingly, the CONTRACTOR cannot and does not guarantee that bids will not vary from any estimates.

ARTICLE 9 – PROJECT TEAM

- 9.1 CONTRACTOR will employ on the work a qualified project team. Professional personnel shall include GIS specialists, technicians, engineers and project manager.
- 9.2 CONTRACTOR shall designate a representative with authority to act for the CONTRACTOR and render binding decisions on his behalf for the project. The project representative shall be designated in writing by the CONTRACTOR as the CONTRACTOR'S representative.

ARTICLE 10 – SUBCONTRACTS

- 10.1 CONTRACTOR agrees that it will not subcontract any portion of the tasks or subtasks it is obligated to perform under this AGREEMENT without the prior written consent of the TOWN. Execution of this AGREEMENT by the TOWN shall constitute such consent concerning any subcontractor specifically named herein or necessary items of work.

ARTICLE 11 – INSURANCE

- 11.1 CONTRACTOR shall maintain during the life of this AGREEMENT, Professional Liability insurance covering damages resulting from errors or omissions of the CONTRACTOR. The limit of liability shall be \$1,000,000. The premium for any limit in excess of this stated amount required by the TOWN will be paid for by the TOWN under Article 4.2.
- 11.2 CONTRACTOR shall maintain during the life of this AGREEMENT, Public liability and property damage insurance in the amount of \$1,000,000.
- 11.3 CONTRACTOR shall maintain during the life of this AGREEMENT, workman's compensation insurance.

ARTICLE 12 – OWNERSHIP OF DOCUMENTS AND
TERMS OF DISCLOSURE OF INFORMATION

- 12.1 All documents, materials data and information including without limitation, plans, estimates, specifications, proposals, calculations, video tapes, photographs, and computer programs, prepared for the TOWN pursuant to the AGREEMENT, shall become the exclusive property of the TOWN upon completion of payment therefore, provided however, that the CONTRACTOR shall have the right to retain for its administrative records, one (1) copy of any such documents, materials, and data prepared by it pursuant to this AGREEMENT. No materials shall be the subject of an application for copyright by, or on behalf of, the CONTRACTOR. Upon termination of the CONTRACTOR'S services under this AGREEMENT, the CONTRACTOR shall not thereafter deliver to any other person, any of the foregoing or any summary or memorandum thereof.
- 12.2 All documents, drawings, materials, data, information and other products of services of the CONTRACTOR for this PROJECT are instruments of service for this PROJECT only and reuse of any of the instruments of service by the TOWN on any other project, except extension of this project, shall be at the TOWN'S risk and the TOWN agrees to defend, indemnify and hold harmless the CONTRACTOR from all claims, damages and expenses including attorney's fees arising out of such reuse, on any other project.
- 12.3 CONTRACTOR shall not, either during the term of this AGREEMENT or thereafter, reveal or disclose to any person outside the TOWN'S duly authorized representatives or use for its own benefit, without the TOWN'S specific written authorization, whether by private communication or by public address or publication or otherwise, any information not already lawfully available to the public concerning any matter with which the CONTRACTOR becomes familiar during the term of this AGREEMENT and by reason of its engagement hereunder.

ARTICLE 13
EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION

- 13.1 CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, handicap, or national origin. The CONTRACTOR shall take affirmative action to ensure that applicants are employed and the employees are treated during employment without regard to their race, color, religion, sex, age, handicap, or national origin.

ARTICLE 14 - TERMINATION

- 14.1 It is hereby agreed between the parties that either party may terminate this contract upon 90 days written notice to the other party. During such 90-day period, the CONTRACTOR shall continue with the work scheduled and/or anticipated under this AGREEMENT for said 90-day period and shall perform said work and services in a diligent and professional manner. The TOWN shall pay the CONTRACTOR for such services during said period pursuant to

the terms of this AGREEMENT hereinbefore stated. The CONTRACTOR agrees to cooperate with the TOWN in providing any and all plans and schedules of work to be done or records of work which has been completed on said PROJECT to any new contractor hired or retained by the TOWN. It is the intent of this provision that the CONTRACTOR will be afforded an appropriate period of time to redirect his resources to other projects without a substantial loss of revenue.

ARTICLE 15 – TERM/DURATION

- 15.1 CONTRACTOR'S performance under this AGREEMENT shall commence upon signature by both parties of this AGREEMENT and the issuance of task authorizations. All deliverables under the terms of this AGREEMENT shall be undertaken as stated in ATTACHMENT A. The terms of the contract may be extended by mutual agreement of the parties, in writing and specifying the conditions and limits of any such extension.

ARTICLE 16 – INDEMNITY

- 16.1 The Contractor hereby indemnifies and shall at all times save and hold harmless the Town of Fairhaven, and its officers, attorneys, employees, and agents from and against any and all claims (including workers' compensation and wage claims), demands, suits, actions, liabilities, damages, penalties, judgments, and costs and expenses, including without limitation additional engineering costs and attorneys fees and the costs and expenses of litigation, of or by anyone that in any way is caused by, arises out of, or is occasioned by, whether whole or in part, the performance, activities, operations, conducts, negligence, or omissions of the Contractor, or any of its agents or employees, including subcontractors.

ARTICLE 17 – GOVERNING LAW

- 17.1 DISPUTE RESOLUTION All disputes arising under this Agreement shall be resolved through Arbitration subject to the following:
- a. In the event the CONTRACTOR intends to bring a claim under this Agreement, the CONTRACTOR shall notify the TOWN in writing of its intent to Arbitrate. The TOWN may, within 30 days from receipt of such notice, give notice to the Contractor that it rejects arbitration. In the event the TOWN rejects arbitration, and the CONTRACTOR intends to pursue its claim, the CONTRACTOR shall bring suit in the Trial Court for Bristol County, Massachusetts.
 - b. In the event the TOWN intends to bring a claim under this Agreement, the TOWN may elect to either arbitrate the claim or bring its claim directly in the Trial Court for Bristol County, Massachusetts.
 - c. Unless otherwise agreed in writing by the parties, all arbitration hearings shall be held in Fairhaven and shall be governed by the rules of the "American Arbitration Association."

Accepted by:

GCG Associates, Inc.

By

Michael J. Carter

Michael Carter, P.E., Principal

Date: 03/30/2020

TOWN OF FAIRHAVEN

By its BOARD of PUBLIC WORKS

Date: _____

GCG ASSOCIATES, INC.

CIVIL ENGINEERING AND LAND SURVEYING
84 Main Street
Wilmington, Massachusetts 01887

Phone: (978) 657-9714
Fax: (978) 657-7915

ATTACHMENT 'A'

March 30, 2020

Mr. Vincent Furtado
Superintendent of Public Works
Department of Public Works
5 Arsene Street
Fairhaven, MA 02719

RE: Surveying and Engineering Services
Millicent Library – Walnut and Williams Sidewalks

Dear Mr. Furtado:

We are pleased to submit for your approval, this letter proposal a for the performance of engineering and survey services for the above referenced project. The proposal is for surveying and engineering services for the design of sidewalk removal and replacement adjacent to the Millicent Library on Williams and Walnut Street. The estimated length of the project is 300 linear feet.

SCOPE OF SERVICE

GCG will perform a detail survey of existing features and prepare contract documents and plans for the construction of the above referenced streets.

SURVEY

The existing base plans consist of plan views only in a metric scale. GCG would convert these plans to English and use a 1"=20' scale. The existing plans and data point files do not have any vertical elevations. GCG would perform necessary survey to obtain elevations required to allow for the design of the roadway improvements. The survey would meet the following standards.

A survey base line will be established within the project limits from which a detailed survey of existing features will be taken. The field survey shall include location, alignment, and elevation of roadways, existing curb, back of sidewalk elevation, location and elevation of all walks to dwellings or other buildings, utility poles and underground structures, storm drainage pipelines and structures, retaining walls, fences, hedges and all other physical features within each street layout. Field survey and plans will be prepared for the above referenced streets, and all intersecting street will be surveyed approximately 100 feet up the street.

GCG ASSOCIATES will provide plans, which will include the following:

- 1.) All drawing data will be provided in magnetic media (CD-ROM) in AutoCAD Release 14 format.

- 2.) Drawing size will be 36 inches wide x 24 inches high. A profile grid approximately 8 inches x 24 inches will be positioned on the lower half of the drawing for plans and profile drawings.
- 3.) The plan map at a scale of 1"=20' Existing street rights-of-way including locations of street lines, curb lines and easements will be shown.
- 4.) Surfaces features and fixtures, including stonewalls, driveways, trees, and utility poles with pole number, etc. will be shown.
- 5.) All utilities and other underground obstructions will be plotted including water, sewer, gas, electric, telephone, cable television, manholes, valve boxes, fire hydrants, etc.

SIDEWALK DESIGN

The project involves the preparation of contract plans and construction documents for removal and replacement of brick sidewalks, resetting of granite curb, and new ADA ramps.

- GCG Associates will prepare design plans at a scale of 1"=20' and contract documents in accordance with Town, State and Federal Regulations. The following information will be included in the construction documents and plans.
 - a. Cross sections of sidewalks as necessary to allow for construction of the sidewalk replacement.
 - b. Final grades and elevations.
 - c. Drainage improvements if deemed necessary.
 - d. Details regarding sidewalk construction.
- GCG Associates will prepare a cost estimate for the project including construction cost and contingencies.
- GCG Associates will attend two meetings with the Town Officials. The first meeting shall be at 50% completion. The second meeting shall be at 95% completion of the design and shall include the submittal of three review copies of the contract documents.
- GCG Associates will incorporate Town comments into the 95% complete contract documents and make any related changes to the cost estimate, permits, time schedules, etc.

Bid Process

- GCG Associates will coordinate the preparation of the final contract documents with the Fairhaven DPW.
- GCG Associates will provide sets of final plans, specifications and contract documents for use during the project bid process and construction phase of the project.
- GCG Associates will assist the Fairhaven DPW on the preparation of a bid notice and advertisement.
- GCG Associates will be available to provide technical assistance, as appropriate to all prospective bidders.

Town: Fairhaven, MA
 Project: Millicent Library Sidewalk Improvements

	Hours					Survey/ Reimbursible	Total
	Principal	Senior Project Engineer	Staff Engineer	Resident			
	\$135.00	\$115.00	\$90.00	\$100.00	\$110.00		
DESIGN							
Task 1 - Survey	1	0	16	0	8		\$2,455.00
Task 2 - Design	2	8	24	0			\$3,350.00
Task 3 - Contract Documents	2	20	16	0			\$4,010.00
Task 4 - Estimate	1	0	4	0			\$495.00
Subtotal							\$10,310.00
CONTACT DOCUMENTS/BIDDING							
Task 5 - Bid Project	4	8	0	0	750.00		\$2,210.00
Subtotal							\$2,210.00
		Total Design /Bidding					\$12,520.00
CONSTRUCTION ADMINISTRATION							
Task 1 -Construction Administration	6	24	0	0			\$3,570.00
CONSTRUCTION OBSERVATION							
Task 2 - Construction Observation	0	0	0	80			\$8,000.00
		Total Construction Administration/Observation					\$11,570.00
						Total Fee	\$24,090.00