

**WILLIAMS ENGINEERING, LLC**  
**400 N Main**  
**Gunnison, Co 81230**  
**(970) 641-2499**

April 17, 2017

Via email:

Quartz Creek Properties Association  
Henry Kahanek - henry@kahanek.net>  
Dave Denison - dd43@verizon.net

Ref: Quartz Creek Properties  
Water Treatment System(s) Design Proposal  
Gunnison County, State of Colorado

Dear Henry & Dave;

Pursuant to your request we are hereby submitting this proposal for civil engineering design services for the Quartz Creek Properties Water Treatment System(s) project. The final water system(s) has not been selected at this point in time and such we are submitting a proposal for the design of the Armstrong Water System and the Gilmore/Pitkin View Water System as set forth in the Preliminary Engineering Report. A representative of the Association needs to be assigned to the project which will be our primary contact for dissemination of information.

The proposal is being submitted in accordance with your request, industry standards and the requirements of Colorado Water Quality Control Division. The scope of the work is as follows and will consist of the following phases:

- Preliminary Design Phase.
  1. Perform field survey and analysis to determine existing field conditions, viable pipeline routes, easements, locations for water storage tanks, locations for treatment works and water loading stations. Coordinate with Water Committee on obtaining field data and field evaluations of alternatives.
  2. Prepare recommendations for presentation to Committee and obtaining approval of the selected water system(s) programs from the Committee.
  3. Prepare preliminary design documents consisting of final design criteria, preliminary drawings and outline specifications.
  
- Final Design Phase.
  1. Prepare final drawings affixing the character and extent of the project.
  2. Prepare construction specifications in accordance with industry standards, and the requirements of Colorado Water Quality Control Division.

3. Prepare all necessary documents for submittal to and obtaining approval from the Colorado Water Quality Control Division.
  4. Prepare General Contract Condition, bid forms, invitation to bid, and bidders' instructions.
  5. Coordinate with Owner's representative on any work performed by Owner or others.
- Bidding or Negotiation Phase
    1. Assist Association in obtaining bids or negotiating proposals for construction for the entire project or for selected parts of the work.
    2. Solicit Contractor interest in providing a proposal for construction.
    3. Assist the Association in evaluating bids or proposals and in assembling and awarding the contract(s) for construction.

We will perform the work as set for a fixed fee of \$14,500 for the Armstrong Water System and \$11,000 for the Gilmore/Pitkin View Water System, plus the minor reimbursable expenses set forth below. The fees are based on standard industry fees based on a percentage of construction costs. Billing for design services will be monthly commensurate with work progress.

The following items are not included in the proposal:

- Revisions or changes to documents after approval by Owner's Representative.
- Preparing documents for alternate bids requested by Owner's Representative.
- Fees charged by any jurisdictions having authority over the project.
- Soils or material testing.
- Reimbursable expenses
 

Auto cad prints	\$15.00 each
Black line print	\$3.80 each
- Travel Expenses @ \$0.55 per mile

Construction Phase.

1. Perform engineering services as set forth in the Contract General Conditions.
2. Perform site visits to the site at intervals appropriate to the various stages of construction to observe the quality and progress of the construction.
3. Review and approve all submittals and shop drawings.
4. Issue all instructions to the Contractor as necessary to interpret and clarify the Contract Documents, and in conjunction therewith prepare any required change orders.
5. Conduct final inspections and certify completion of the project as being in compliance with the Contract Documents.
6. Submit all required final construction documentations to the Colorado Water Quality Control Division.

7. Close out construction contract and obtain all required submittals for the project.

We will provide a fixed fee for construction supervision services based on the services you desire us to perform. The fee will be in the order of 3.5% of construction. Billing for the design services will be commensurate with progress on the project.

Williams Engineering is fully insured and maintains professional liability, general liability, workmen's compensation, and automobile insurance.

We thank you for the opportunity to submit this proposal and look forward in being a member of the team to bring the project into reality. We are prepared to work on a schedule as you desire to proceed with the work, and I am available to provide any additional information you deem necessary. Please contact me with any questions. Thank you.

Sincerely,



Robert L. Williams, PE  
Williams Engineering, LLC

Agreed to by:

\_\_\_\_\_  
Quartz Creek Properties

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date