

December 15, 2020

Mr. Richard Craig
Township Engineer
West Goshen Township
1025 Paoli Pike
West Chester, Pennsylvania 19380

Re: Proposal for Storm Sewer Photolog Review and GIS Asset Management

Dear Mr. Craig,

Herbert, Rowland & Grubic, Inc. (HRG) is pleased to submit the following AGREEMENT to provide GIS and Engineering Services in response to your email request on December 3, 2020.

GENERAL PROJECT DESCRIPTION

Next year, West Goshen is scheduled to complete a multi-year project with the Army Corps of Engineers (USACE) to photograph the condition of approximately 30,000 linear feet of corrugated metal stormwater pipe from roughly 1,000 storm sewer structures. This documentation is being done using a pole camera. West Goshen Township has requested a proposal for HRG to review this photo documentation and provide them with prioritized recommendations for relining or replacement of West Goshen Township's storm pipe network and cost estimates for the work.

SCOPE OF SERVICES-Refer to Exhibit 1

COMPENSATION

We propose to complete this work, identified in Exhibit 1, for a lump sum of **\$30,000** including reimbursables. The work will be subject to the attached General Conditions, Exhibit 2. Our policy is to render invoices monthly based on the percentage of completion.

COMPLETION

The CLIENT and HRG agree that they will endeavor to complete the outlined services within 18 months of receipt of your execution of this AGREEMENT. Timelines for the performance of this evaluation are completely reliant on the photo documentation being produced by USACE, as this scope of work cannot be executed until that evaluation is complete. Delays in providing the results of their investigation would necessitate schedule revisions.

AUTHORIZATION

We have developed this AGREEMENT specifically with your project needs in mind. To execute this AGREEMENT and indicate your acceptance of these terms, and authorize the work to begin, please sign the CLIENT acceptance below and return a copy to our office.

This AGREEMENT and all attachments constitute an offer to enter into a contract with you. By having an authorized individual execute this AGREEMENT, you agree that you have read and understand this proposed AGREEMENT and all of its attached Exhibits and that you agree to all of the terms.

This AGREEMENT shall remain open and may be accepted by the CLIENT for thirty (30) days from the above date. Acceptance of the AGREEMENT after the end of the 30-day period shall be valid only if HRG elects, in writing, to reaffirm the AGREEMENT and waive its right to reevaluate and resubmit the AGREEMENT.

If you have any questions concerning our AGREEMENT, including the attached exhibits, please feel free to contact me to discuss them in greater detail. We appreciate the opportunity to provide you with professional services in this capacity and look forward to working with you on this project.

Very truly yours,

APPROVED BY:

HERBERT, ROWLAND & GRUBIC, INC.



Jason R. Hinz, PE
Group Manager | Civil



Shawn Fabian, CPESC, CPSWQ
Project Manager

P004194.0446

SEF/JRH/LB

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Enclosures

ACCEPTED BY:

WEST GOSHEN TOWNSHIP

TITLE

DATE

Proprietary Notice

This AGREEMENT contains proprietary information regarding Herbert, Rowland & Grubic, Inc. and is a work product containing business sensitive materials. This AGREEMENT was prepared in response to your request for your specific project and no portion of this AGREEMENT may be shared with any other party.

EXHIBIT 1 SCOPE OF SERVICES

In order to meet your needs as outlined in the above paragraph, HRG proposes the following scope of services:

Phase 1 – STORM SEWER PHOTOLOG REVIEW, GIS SYSTEM UPDATE AND ASSET MANAGEMENT

Task 1A: Develop an Asset Ranking System – HRG will develop an asset ranking system based upon NASSCO raw scores collected by the contractor. HRG will conduct a coordination meeting with Township staff to review the ranking system, and revisions to the system will be made based upon staff input.

Task 1B: Review Selected USACE Photo documentation – HRG will conduct an engineering review of photo documentation for the worst-condition storm sewer assets, as identified by the ranking system. For the purpose of this agreement, HRG assumes that engineering review of the photo documentation for up to 30,000 feet (approx. 5.7 miles) of pipeline will be required, covering photos of roughly 1,000 stormsewer structures.

Task 1C: Update GIS System – HRG will update the Township's stormwater GIS system to include the information collected under this assignment, as follows:

- Create GIS shapefile attributes for each parameter assessed under the NASSCO protocol and the asset ranking system.
- Populate the GIS shapefile attributes with information recorded in the USACE inspection forms and the Asset Ranking system.
- Link photo documentation to the relevant storm sewer asset. HRG will advise the Township on file hosting options for the large photo files associated with this task, but assumes the Township will select a compatible hosting service and pay the applicable fees. It is assumed that USACE is able to georeference their photos, or at least save them with the storm sewer structure identification numbering utilized by the Township to automate this task within GIS.

Task 1D: Identify Projects – Based upon the ranking system and engineering review of selected photo documentation, HRG will identify up to ten high-priority projects for future implementation by the Township. For each project area, HRG will prepare preliminary design calculations, a sketch plan, and cost estimate. The sketch plan and estimated construction quantities will be based upon GIS mapping, LiDAR topography, aerial photographs, and similar publicly available information. Field survey of project sites is excluded from this scope of services.