



MEMORANDUM

From the Office of the
Township Manager

TO: BOARD OF SUPERVISORS
FROM: CHRISTOPHER BASHORE
RE: PROPOSAL FROM CARROLL ENGINEERING CORPORATION FOR A SOLAR ENERGY
STRUCTURAL ANALYSIS FOR THE PUBLIC WORKS FACILITY (BUILDING "D")
DATE: MARCH 7, 2023

Before the Board of Supervisors this evening is continued discussion regarding a proposal from Carroll Engineering Corporation for the completion of a structural analysis for the potential installation of a solar energy array on the Public Works facility (Building "D"). This proposal was generated out of the electrical study completed for the West Goshen Township Municipal Complex. The cost outlined in the proposal is \$5,400.

This proposal was previously discussed at the February 21, 2023 Board meeting. Certain questions were raised during the discussion, including ensure that the report was to be signed by a professional engineer and if recommendations were going to be provided if it was determined that the roof does not have sufficient capacity to support solar energy equipment. The proposal was revised to address these items.

As noted during the discussion at the February 21, 2023 meeting, the Township's 2023 budget allocated \$200,000 in the Capital Reserve Fund for work associated with the electrical study completed in 2022 (line-item #30409-60670).

Please let me know if you have questions. Thank you.



February 28, 2023

Chris Bashore, Township Manager
West Goshen Township
1025 Paoli Pike
West Chester, PA 19381

Subject: West Goshen Township – Building D Solar Panel Structural Analysis Proposal

Dear Chris:

Carroll Engineering Corporation (CEC) is pleased to submit this proposal to provide a structural analysis of the existing roof and structural framework of Building D at the West Goshen Township Municipal Complex relative to its capacity to support the installation of Solar Panels discussed in the EV Charging Stations and Solar Feasibility Study Report issued in October of 2022.

SCOPE OF SERVICES

Carroll Engineering proposes to perform and/or coordinate the following services as part of this project:

1. We will coordinate one (1) site visit by a structural engineer to examine Building D and document the existing conditions.
2. We will coordinate the preparation of a structural engineering report to be signed and sealed by the evaluating professional engineer. The report will indicate if the existing roof structure can support the additional of solar panels load (most likely outcome) and will note any pounds per square foot (PSF) limitation.

Please note that if it is determined that the roof has insufficient capacity to support the addition of solar panels, the report will not provide recommendations or plans for roof reinforcements since it is assumed that the panels would be designated at an alternate location where costly building modifications would not be required.

3. We will attend one (1) virtual meeting with Township personnel to discuss the results of the structural evaluation.

Today's Commitment to Tomorrow's Challenges

Corporate Office:
949 Easton Road
Warrington, PA 18976
215.343.5700

630 Freedom Business Center
Third Floor
King of Prussia, PA 19406
610.572.7093

433 Lancaster Avenue
Suite 200
Malvern, PA 19355
610.489.5100

105 Raider Boulevard
Suite 206
Hillsborough, NJ 08844
908.874.7500

www.carrollengineering.com

Chris Bashore, Township Manager
West Goshen Township
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BASIC FEES

We propose to complete the above-described engineering services for a Lump Sum fee as follows:

Scope of Services.....\$5,400.00

Our fee will be billed monthly on a percent completed basis.

CONTRACT TERMS

The fees stated herein are for professional services specifically described in the Scope of Services of this proposal. If additional services are required, these will be invoiced on the basis of our standard hourly rates following your authorization. Services are to be rendered in accordance with the services described above and in accordance with our Standard Consulting Contract Terms and Conditions. Any permit application fees for any governmental agencies having jurisdiction over the project are not included in the above fee.

This proposal and our Standard Consulting Contracting Terms and Conditions represent the entire understanding between you and this office in respect to this project and may only be modified in writing, signed by both of us. If this proposal satisfactorily sets forth your understanding of the arrangement between us, please execute the enclosed copy of this letter in the space provided and return same to this office.

If you have any questions or comments, please feel free to contact me at (215) 343-5700, extension 265. We look forward to working with the Township on this project.

Very truly yours,

CARROLL ENGINEERING CORPORATION

Christopher A. Peterson

Christopher A. Peterson, P.E.

CAP:cam

Chris Bashore, Township Manager
West Goshen Township
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Accepted this 28th day of February, 2023 for:

Carroll Engineering Corporation, by: William N. Malin, P.E.
Name (Print)



Signature

Vice President
Title

Accepted this _____ day of _____, 20____ for

West Goshen Township, by: Chris Bashore
Company Name Name (Print)

Signature

Township Manager
Title