

November 4, 2019

Dane County Drainage Board  
Leonard Massie  
6509 Olympic Drive  
Madison, WI 53075

RE: Proposal - Engineering Services  
District 19 Drainage Plans

Based on our meeting, our understanding of the project is to prepare plans and specifications that comply with DATCP Chapter 48.20 requirements for District 19 in Dane County. District 19 is located in the Town of Cross Plains and the Town of Middleton and consists primarily as the upper end of Black Earth Creek. Based on the boundary shown on the Dane County GIS website the ditch consists of approximately 5 miles of main ditch and a 1 mile lateral ditch. The scope of services below summarizes items planned for preparing the District's Plans.

#### **Scope of Services**

- Survey ditch in Dane County Coordinate System and vertical datum including:
  - Existing ditch channel cross sections 3 per mile
  - Existing structures (culverts, tile outlet, etc) that are readily visible.
- Hydrology
  - Calculate flows for the ditch base flow and 10yr24hr event to comply with DATCP requirements.
- Hydraulics
  - Develop HECRAS model to develop water surface profile for plans based on proposed ditch cross section for baseflow and 10yr24hr flows.
- Plan set
  - Plans and specifications will be put together to comply with DATCP 48.20 requirements once the board approves of one of the options. The plan set will include:
    - District map
    - Profile
    - Cross sections
    - Existing structures
- Design report
  - A design report will explain any assumptions, the design process and include necessary calculations for the design.
- Attend hearing

Services will be performed on a Time and Material basis in accordance with the attached Agreement for Professional Services and Fee Schedule. Additional services provided will be performed on a time and material basis or for a fixed fee as agreed upon in advance of the services being provided. Based on this scope and our understanding of the project we estimate a cost \$19,000 to complete these items.

We look forward to the opportunity to assist you in this project. We can prepare our Standard Agreement and Work Order to if you wish to authorize us to begin. If you have questions, please contact me at 608-831-2274.

Sincerely,

A handwritten signature in black ink that reads "Dan Wierzba". The signature is fluid and cursive, with a long horizontal stroke at the end.

Dan Wierzba  
Project Engineer

A handwritten signature in blue ink that reads "Robert Pofahl". The signature is cursive and includes a small "P.E." at the bottom right.

Robert Pofahl, P.E.  
President

## 2019 FEE SCHEDULE

PROFESSIONAL SERVICES	HOURLY BILLING RATE
Principal/Consultant	\$135.00
Senior Engineer	\$105.00
Project Engineer II	\$95.00
Project Engineer I	\$85.00
Engineering Technician II	\$75.00
Engineering Technician I & Administrative	\$65.00

SUPPORT SERVICES	BILLING RATE
Rental Equipment & Printing	Cost
Per diem meal expenses (when authorized)	Cost, not to exceed \$40 per day
Mileage	\$0.60 per mile
Shipping	Cost

SUBCONTRACTORS	BILLING RATE
Labs, Drillers, Other Subcontractors	Cost + 10%