



Department of Engineering

September 12, 2023

Board of Public Works & Safety
10 South State Street
Greenfield, IN 46140

Dear Members,

With the construction of the new WWTP, the City has lost a large swath of land that it previously used for stockpiling materials that are the result of work completed by the water, wastewater, storm, street/cemetery, and parks departments. The majority of the materials consist of excavated soils, but also include asphalt, concrete, steel, pipe, and even leaves. Some of these materials can be reused in other projects, and others have to be sorted and sent to the dump. The departments have created interim solutions for their particular operations, but we are losing out on economies-of-scale and convenience by consolidating the location of the stockpile operations.

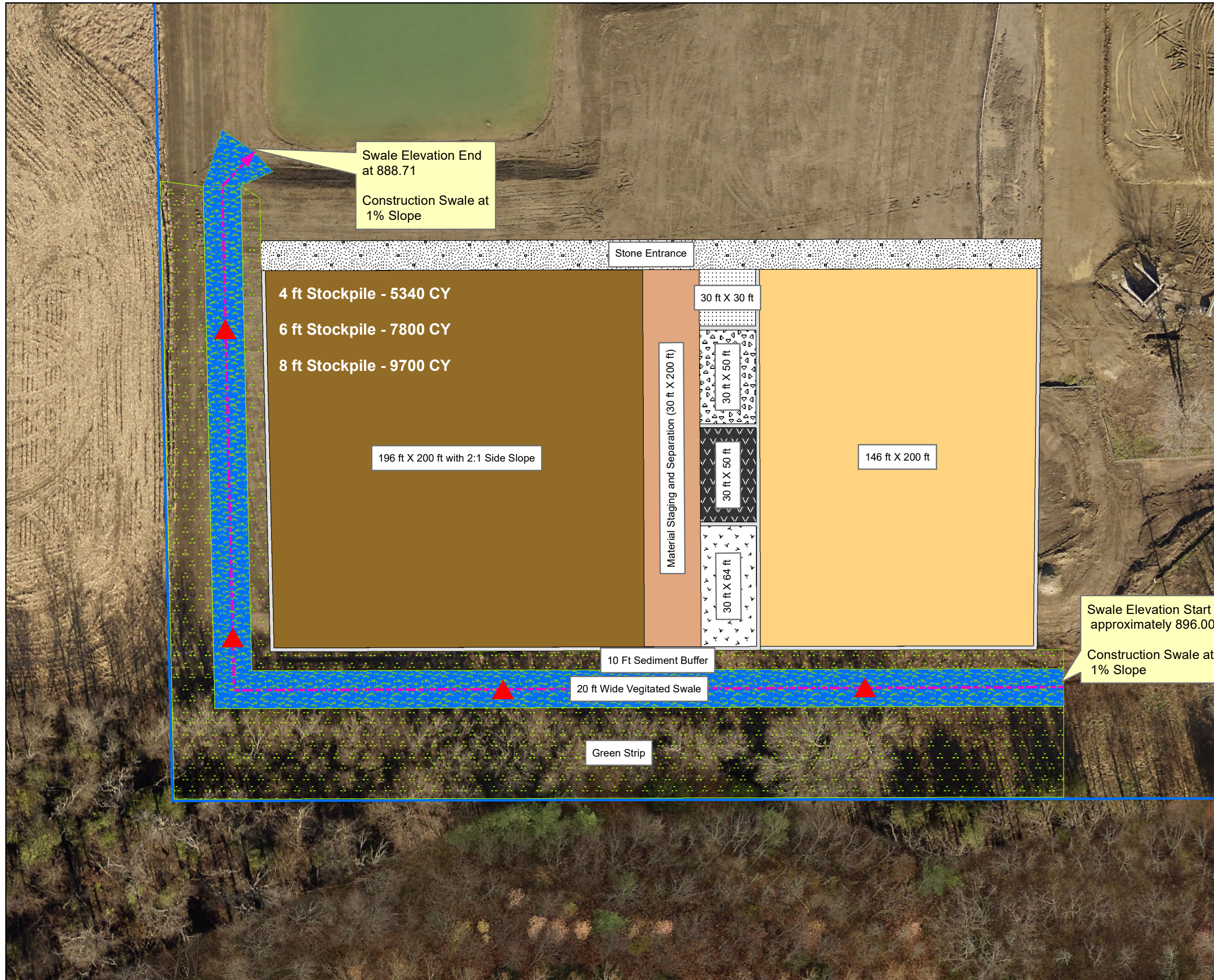
The departments listed above have met and sketched up a concept on the southwest corner of the "Animal Management/New Water Tower" parcel on Franklin Street that we feel would accommodate citywide operations. We have engaged DB Engineering to take this site from a concept to design and contract documents that we could send out for bid.

I would like to ask for approval of the attached professional services agreement with DB Engineering in the not-to-exceed amount of \$31,100.00.

Sincerely,

A handwritten signature in black ink that reads "Jason Koch". The signature is written in a cursive, flowing style.

Jason A. Koch, P.E.
City Engineer



Legend

Rock Check Dam

Storage Attributes

<all other values>

Name

Sediment Buffer

Leaf/Limb/Other Stockpile

Soil Stock Pile

Material Staging and Separation

Parking

Green Strip

Other Waste

Waste Concrete

Waste Asphalt

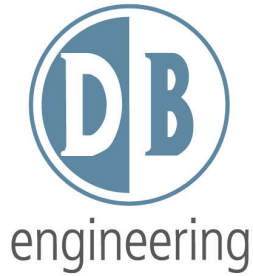
Concrete Block Wall

Stone Entrance

Vegetated Swale

Animal Control Property





July 5, 2023

Mr. Jason Koch, P.E.
City of Greenfield Engineer
Greenfield City Hall
10 South State Street
Greenfield, Indiana 46140-2364

RE: City Stockpile Site Development

Mr. Koch:

DB Engineering appreciates the opportunity to present our proposal for professional civil engineering services for the above reference project.

Scope of Work

DB Engineering understands our scope of work to be as follows:

1. Topographical survey and property line determination/verification of the project site, including verification of property lines on southern and western border.
2. Site/Civil work for the proposed City of Greenfield Stockpile Site (based on provided schematic), specifically layout of material storage areas/bins (fill soil, limbs & leaves, waste concrete, waste asphalt, other waste, stone entrance, and parking area), drainage design, erosion control measures (temporary and permanent) and grading of site and surrounding areas. The existing site has had material deposited in the area of the stockpile storage area and such material would need to be evaluated and moved during construction for the base of the stone entrance and staging/separation area.
3. Provide earth berm and landscaping/planting of trees to screen the City Stockpile site from the surrounding area, including planting plan.
4. Drainage swale, site drainage and runoff to be collected and directed to the existing detention pond behind Animal Management site, permanent erosion control measures.
5. Amendment of the existing CSGP from the Animal Management project, which included the area of the proposed City Stockpile site.
6. Provide deliverables (plan sheets and specifications, if applicable) for 50% plan submittal, 90% plan submittal and 100% plan submittal (signed and sealed).
7. Provide itemized schedule of pay items and Opinion of Construction Costs for each submittal.
8. Assist City of Greenfield in advertisement and facilitation of bid opening, be available during construction for consultation, but not limited to reviewing and responding to RFI's, shop drawing review pertinent and on-site visits (Construction Phase Services).

9. Consult with the city representatives and prepare an O & M Manual for the use of the City Stockpile Site.

Schedule

- The proposed schedule shall be mutually agreed upon by the Owner and Engineer with an anticipated letting date in the fall of 2023.

DB Engineering propose to furnish the services described above for the Hourly, Not-to-Exceed sum as follows:

Topographic Survey (Hourly, NTE) (Est.)	\$ 7,775.00
Civil Site Design (Hourly, NTE)	\$22,260.00
Construction Phase Services (Hourly, NTE)	\$ 1,000.00
<u>Other Direct Costs</u>	<u>\$ 65.00</u>
Total Fee (Hourly, NTE)	\$31,100.00

Assumptions made by DB Engineering:

- Amendment of the existing CSGP from the Animal Management site, as permit contained the area of the proposed Stockpile site. Should the CSGP be closed (Notice of Termination issued), then a separate CSGP shall be prepared and filed, and fees shall be negotiated and agreed upon by Owner and Engineer.
- Amendment of CSGP is the only permit required for the project. Should additional permits be required, fees shall be negotiated and agreed upon by the Owner and Engineer.
- Construction bid package shall be a unit price bid by contractors for site.
- Geotechnical investigation, environmental services, right of way engineering and acquisition are not required.
- Construction inspection services are not included.

Please refer to attached Manhour Justification for task items to be performed by DB Engineering.

Should you have any questions, or require further information, please feel free to contact our office.

Most Sincerely,

DB ENGINEERING, LLC



Matthew S. Larrabee, P.E.

Director of Engineering

mlarrabee@db-engineering.com

Attachments

Greenfield Stockpile Site Development

Description	Sr. Project Manager	Engineer I	Engineer II	CADD	Admin	TOTAL HOURS
Sheets						
Site Demo/Clearing		2	4	4		10
Layout	1	2	4	8		15
Grading	2	2	4	12		20
Erosion Control		2	4	12		18
Details		4	8	8		20
Screening and Landscaping	1	4	4	8		17
Permitting						
CSGP (amend existing permit - Animal Mgnmt)	1	4	4	4		13
Quantities and Estimate						
		2	4			6
Specifications						
Contract Document Preparation	2	4				6
O & M Manual Consultation/Preparation		4	4			8
Meetings & Coordination						
Site Visits		2	2			4
Project Meetings	2		2			4
Coordination with Water Tower project		2				2
Tech Review Meeting		2				2
Pre-Construction Meetings	1					1
QC/QA Review						
50%	3					3
90%	3					3
100%	3					3
Pre-Bid Correspondence						
	2		2			4
Post-Bid Correspondence						
	2					2
TOTAL HOURS						
	23	36	46	56	0	161
PAY RATE	\$ 208.54	\$ 181.20	\$ 113.83	\$ 101.85	\$ 81.22	
SUBTOTAL	\$ 4,796.42	\$ 6,523.20	\$ 5,236.18	\$ 5,703.60	\$ -	
DIRECT SALARY COST						\$ 22,259.40

Topographic Survey (sub-consultant estimated fee)		\$	7,775.00
Construction Phase Services		\$	1,000.00
Other Direct Costs			
Mileage (3 trips x 44 miles @ \$0.49/mi)		\$	64.68
Total Cost			\$ 31,099.08
Proposed Hourly, NTE			\$ 31,100.00



July 5, 2023

Matthew S. Larrabee P.E.
Director of Engineering
101 W. Ohio Street, Suite 1515
Indianapolis, IN 46204

Consulting Engineers

5925 Lakeside Blvd.
Indianapolis, IN 46278
Phone (317) 290-9549
Fax (317) 290-9560

6949 Kennedy Avenue
Unit F
Hammond, IN 46323
844-6752
144-6795

PROPOSAL

RE: Topographic/ Boundary Survey of a portion of Parcel No. 30-11-06-400-003.002-009 in the name of City of Greenfield Indiana Building Corporation. On South Franklin Road, Greenfield, Indiana. Per Exhibits Received 6/28/23

Topographic survey is the area identified as Proposed Stockpile Site on said Exhibits identified as Exhibit "A" on this Proposal.

Certification and performance of the boundary survey of the west and south lines abutting said Site shall be in accordance with the State of Indiana Survey Requirements (See Chapter 865 1-12 Standards for Retracement Surveys Indiana Administrative Code.)

Survey as quoted above

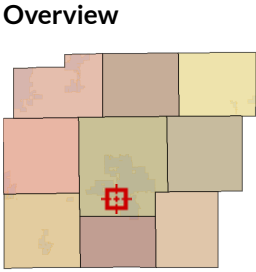
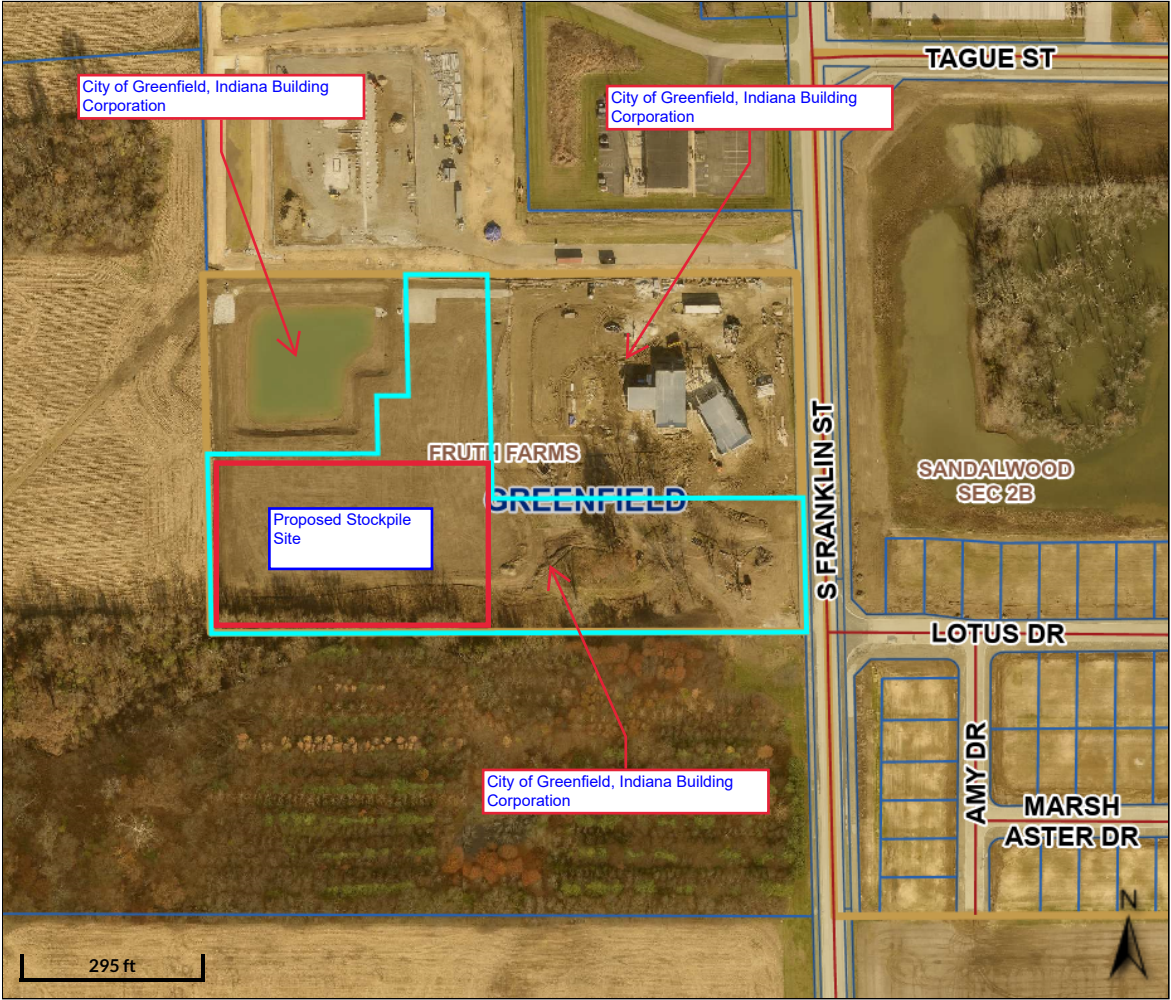
\$7,775.00

Benson G. Hinshaw P.S.

STREETS – HIGHWAYS – TRAFFIC – STRUCTURES – WATER – SEWER – SURVEYING – RIGHT-OF-WAY SERVICES

ACTIVE MEMBERSHIPS:





- Legend**
- Roads**
- , PRIVATE
 - , PRIVATE
 - I, PUBLIC
 - S, PUBLIC
 - U, PUBLIC
 - <all other values>
- Subdivisions
 - Rights of Way
 - Parcel Search

Parcel ID	30-11-06-400-003.002-009	Alternate ID	30-11-06-400-003.002-009	Owner Address	Greenfield, City of, Indiana Building Corporation 10 S State St Greenfield, IN 46140
Sec/Twp/Rng	n/a	Class	Exempt, Municipality		
Property Address	S Franklin Rd Greenfield	Acreage	6.052		
District	GREENFIELD CITY				
Brief Tax Description	Fruth Farms Lot 2 6.052ac <i>(Note: Not to be used on legal documents)</i>				

Date created: 6/28/2023
 Last Data Uploaded: 6/28/2023 5:46:52 AM