

October 4, 2011
Rev. October 10, 2011

EXHIBIT A

Mr. Tom Scott
City of Blaine
10801 Town Square Drive NE
Blaine, Minnesota 55449

RE: **Gardenwood Wear Course and Record Plans**
Blaine, Minnesota
P.E. Project 111243

Dear Mr. Scott:

As requested, Pioneer Engineering, P.A. (hereinafter called PIONEER) is pleased to offer the following proposal to the City of Blaine (hereinafter called CLIENT) for engineering services for the above referenced project.

SERVICES

A. ENGINEERING DESIGN

1. Prepare final plans for wear course, trail and sidewalk construction.
2. Assist the owner with bid documents.

ESTIMATED COST FOR SECTION A

\$3,000.00

B. RECORD PLANS

1. Field locate utilities.
2. Prepare record plans.
3. Prepare GIS data.

ESTIMATED COST FOR SECTION B

\$16,000.00

C. CONSTRUCTION STAKING

1. Stake curb and gutter Ghia Street
2. Stake trails and sidewalks at other locations as needed. (10% of balance)

ESTIMATED COST FOR SECTION C

\$2,000.00

CLIENT RESPONSIBILITIES

- A. The CLIENT will prepare contract documents.
- B. PIONEER will have the right to rely on information contained in documents provided by the CLIENT.
- C. The CLIENT will be responsible for construction observation.
- D. The Client shall remove storm sewer inlet protection devices.
- E. Field work to be performed in frost free conditions.
- F. The CLIENT will be responsible for all printing costs, all reimbursable costs, and all delivery costs.

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COMPENSATION

The services for Sections A through C will be provided for an estimated cost of \$21,000.00. All fees, costs, and reimbursable expenses will be invoiced directly.

All work will be billed monthly and is due and payable upon receipt. All invoices outstanding thirty (30) days or more from the invoice date will be assessed a finance charge at the rate of 1.5% per month. This total is for all work performed on a one-time basis only. This proposal is based upon PIONEER'S 2011 hourly rates. Any work on this project in 2012 or later will be subject to an increase of 5% per year.

EXTENT OF AGREEMENT

This **Exhibit A**, the attached **General Conditions to Contract/Agreement for Professional Services**, the attached **Fee Schedule**, and the attached **Contract** represent the entire and integrated **AGREEMENT** between the CLIENT and PIONEER. This **AGREEMENT** can only be amended by written instrument, signed by both the CLIENT and PIONEER.

We appreciate the opportunity of being considered for this proposal and look forward to being able to assist you with your project. We are able to commence work immediately upon written notice. If the above prices and conditions are satisfactory, please indicate acceptance by signing and returning one (1) copy of the enclosed **Contract**. Please call me at (651) 251-0630 if you have any questions.

Sincerely,
PIONEER ENGINEERING, P.A.
www.pioneereng.com



Paul J. Cherne, P.E.
PJC: js
Enclosures