

June 25, 2009

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David S. Henderson
Utility Director
City of West Lafayette
609 West Navajo Street
West Lafayette, IN 47906

RE: Task Order No. 3 – Storm Water Utility Data Base Setup

Dear Mr. Henderson:

Butler, Fairman and Seufert is pleased to provide the following proposal for Task Order No. 3 – Storm Water Utility Data Base Setup. All terms of the Master General Services Agreement dated March 24, 2009 between Butler, Fairman and Seufert, Inc. and the City of West Lafayette shall apply to this order.

Project Scope

The Engineer shall provide services as noted below:

Storm Water Utility Data Base Setup

1. Classify Parcels as
 1. Residential, Non-Residential, Roadway, or Agricultural
 2. Developed or Non-Developed
 3. Establish contiguous parcel groups
2. Existing Utility Billing Account Grouping
 1. Use existing utility data when possible. Need to determine billing details such as all new accounts or combine with existing accounts.
3. Impervious Surface Polygons
 1. Non-Residential Parcels only
 2. Scan or Electronic plan review data for impervious areas not found on 2008 Aerials.

Deliverables

1. Import table with all calculation totals included for Current utility billing software.
2. Rate formula as determined by others.
3. Storm Water Unit layer for GIS, polygonal.

Prerequisites

1. Export of current Utility Billing data to be used for initial Storm Water Utility Billing, prior to commencing work.
2. Criteria for separation of residential from non-residential.
3. One impervious classification.

Compensation

Compensation for services rendered will be invoiced on an hourly basis, not to exceed \$45,000.00.

We appreciate the opportunity to provide our services and look forward to working with you on this project. Please indicate your acceptance of this proposal by returning a signed copy of this letter to our office. We will consider this our notice to proceed.

Very truly yours,

BUTLER, FAIRMAN and SEUFERT, INC.

A handwritten signature in black ink, appearing to read "Ryan M. Smith", written over a horizontal line.

Ryan M. Smith
Client Services

Butler, Fairman and Seufert, Inc. General Services Agreement
Task Order No. 3 – Storm Water Utility Data Base Setup
ACCEPTANCE AND AUTHORIZATION TO PROCEED

DATE: _____

**CITY OF WEST LAFAYETTE
BOARD OF PUBLIC WORKS AND SAFETY**

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