

LOVALL ASSOCIATES

June 3, 2011

*George Patrash, President
Lexington Heights, Inc.
7271 Oak Street Lexington Heights, MI*

Reference: Proposal for Bluff Stabilization

Dear Mr. Patrash:

Thank you for this opportunity to submit a proposal to assist your organization in developing a conceptual plan for stabilizing the bluff between your neighborhood and the shore of Lake Huron. This proposal is structured for your review as follows:

PROJECT UNDERSTANDING

PROJECT TEAM

SCOPE OF BASIC SERVICES

COMPENSATION

PAYMENT FOR SERVICES

PROJECT SCHEDULE

PROJECT UNDERSTANDING

- *Lovall Associates (LA) understands the Lexington Heights Neighborhood Association is interested in stopping erosion along a bluff that is approximately 25' in height and 370' long, located between an existing neighborhood lane and the beach fronting on Lake Huron. Because of ongoing erosion, slow movement of bluff's top edge toward the neighborhood is putting the existing lane at risk.*
- *Based on visual observation during a site visit on May 21st, it appears that several factors are causing the erosion problems. In some areas there is evidence that invasive species such as grape vine and honey suckle are shading out densely rooted materials, causing bare areas*
- *that are subject to erode. An area near the top edge of the bluff appears to have been damaged by foot traffic and has continued to degrade due to frequent windy conditions. According to Penny Holt, Environmental Quality Analyst for MDEQ, stationed in Sanilac County, this bluff may have one or more clay layers that are directing ground water out the face of the slope, which might also be problematic. A problem of this nature may require soil borings and geotechnical analysis to confirm (not included in this proposal).*
- *The design for this project is anticipated to include several "soft" solutions as opposed to walls or other structural strategies. Per conversation with MDEQ staff, this work*

will not require a permit from their department. However, it will require a Soil Erosion and Sedimentation Control permit issued through the county. Any earth movement within 500 feet of a lake or stream requires this type of permit.

PROJECT TEAM

- Sam Lovall will serve as Project Manager/Designer. Diane Martin, Environmental Specialist will provide consultation regarding selected erosion control strategies and plant selections. Maggie Murawski, Landscape Designer will assist with data gathering and plan documentation.

SCOPE OF SERVICES

Based on our understanding outlined above, we propose the following basic scope of services:

Data Gathering:

- LA will acquire any property data available from the Lexington Heights Neighborhood Association along with an aerial photograph of the project site to prepare a base map. We will schedule a day to meet with Lexington Heights representatives to further clarify goals of the project and to do the necessary field work. Existing plant species will be noted and general areas having similar problems will be identified. Areas void of vegetation and showing signs of erosion will be highlighted.
- **Conceptual Plan:**
- LA will prepare a master plan document using CADD software. The document will be a scaled drawing indicating erosion control strategies for each problem area along the buff. Approximate locations of existing plant materials will be shown with notations regarding which plants should be removed. Cross-sectional details will be included where necessary to communicate the intent of proposed erosion control strategies. Specific plant types and or seed mixes will be suggested as well.
- **Cost Estimate:**
- LA will prepare an order of magnitude budget estimate for the proposed work. Items of work will be broken out into small segments to facilitate phasing of the project.

Products:

- LA will meet with Lexington Heights to explain the design and deliver three printed plan sets along with an electronic file containing all project related documents.
- **COMPENSATION**
- We propose a lump sum fee of TWO THOUSAND FIVE HUNDRED DOLLARS (\$2,500) for the services described above.
- These fees are a resultant of our estimate of hours required to deliver the services multiplied by our hourly rates as indicated below:
- Maggie Murawski 30.00 per hour
- Sam Lovall 45.00 per hour
- Dianne Martin Lump sum of \$100
- Reimbursable expenses are included in the above fee budget, and are estimated not to exceed TWO HUNDRED DOLLARS (\$200.00). Mileage is estimated at \$.50/mile. Color prints are estimated at \$45.00 each. Any expenses approved in advance by the Lexington Heights neighborhood organization that exceed these budgeted allowances will be invoiced at cost.

- Additional work not identified in this proposal will be performed on an hourly basis in accordance with the above hourly rates. Additional work will not be performed without approval.

PAYMENT FOR SERVICES

We will invoice for services upon completion of the work. Payment in full for services is due within fifteen (15) days upon receipt of the invoice.

Please make check payable to Lovall Associates and send to the following address:

*Lovall Associates
371 Ann Street
Plymouth, MI 48170*

PROJECT SCHEDULE

We will work to fit in with your schedule and intend to complete the project before August 15th, 2011.

In closing, we thank you for the opportunity to submit this proposal. We trust that it meets with your approval, and we look forward to assisting you with this exciting project. If there are any questions concerning our proposal, please contact Sam Lovall at your convenience.

*Sincerely,
Sam B. Lovall, LLA, ASLA*