July 12, 2019

Town of Meggett
4776 Highway 165
Meggett, South Carolina 29449

Attention: Ms. Stephanie Smith

Reference: Proposal for Construction Materials Testing and Chapter 1 Inspection Services
Lowcountry Leadership Charter School Grinder Pump Station
Meggett, South Carolina
S&ME Proposal No. 35-1900291

Dear Ms. Smith:

S&ME, Inc. appreciates this opportunity to submit this proposal to perform construction materials testing (CMT) and Chapter 1 inspection services for the above referenced project. This proposal is based on an initial request from Ms. Stephanie Smith of the Town of Meggett to Mr. Michael Doles of S&ME on December 18, 2018. Described herein are our understanding of the project and anticipated scope of services, the project schedule, and the associated compensation for our services. Our Agreement for Services (Form AS-071) is attached to this proposal and incorporated as part of the proposal.

♦ Project Information

In addition to the initial proposal request in December 2018, additional information was provided via email between June 21 and July 1, 2019. We reviewed the "Wastewater Plans for Lowcountry Leadership Charter School" prepared by E.M. Seabrook revised June 22, 2019 in preparation of this proposal.

We understand the project consists of installing a new grinder pump station adjacent to Gibson Road and a new force main under Gibson Road to be installed via directional drilling. The pump station will extend to 10 feet or less below grade.

♦ Scope of Services

Based on the project information provided to us and our experience with similar projects, we propose the following scope of services. The Client is responsible for directing the actual scope of work from the task items presented herein.

Testing will be performed in general accordance with applicable ASTM and/or other industry standards, unless noted otherwise. The scope of services has been developed based on our previous experience with past projects and experience with the Office of School Facilities (OSF) requirements.
1.0 CMT Services

1.1 Soils/Stone Testing

- **Compaction Testing:** Randomly perform in-place tests to measure the compaction of the backfill placed for the grinder pump station and stone base placed beneath any asphalt repair areas. Testing will be performed by the nuclear gauge (ASTM D-6938) method.

If testing is requested to be performed on a part-time basis only, please note that there are risks with this level of service. The in-place density of compacted backfill materials is dependent on several factors, including material type, lift thickness, moisture content at the time of placement, and compactive effort applied. If S&ME is not on site to observe fill/backfill placement operations, we cannot confirm that these factors remained reasonably constant and within project specifications. The compaction tests performed by S&ME will be representative of the locations and depths indicated and not of the entire backfill mass.

- **Laboratory Testing:** Perform laboratory testing to include grain size (ASTM D-6913/D-422), Atterberg Limits (ASTM D-4318), and modified Proctor (ASTM D-1557) testing on representative samples of the backfill and stone materials, as needed, to determine general conformance with specifications.

1.2 Asphalt Testing

- **In-Place Compaction Testing:** Perform in-place tests (ASTM D-2950) to estimate the compaction of the asphalt in the field at the time of placement.

2.0 Chapter 1 Inspections

2.1 Plumbing Inspections

- Observe installation of grinder pump station and connection of plumbing lines to determine conformance with approved project drawings and applicable plumbing code.

2.2 Electrical Inspections

- NFPA 70: National Electric Code 2014 edition along with the approved project electrical drawings will be utilized to determine if new electrical is constructed in general accordance with the plans and electrical code.
3.0 Project Management and Administration

- **Daily Reports:** We will summarize our activities, observations, and test results for each site visit on a Daily Report. We will utilize the Agile Frameworks® Metafield platform which has been specifically tailored to meet S&ME’s needs for online reporting. Once reviewed by an S&ME Project Manager, the reports will be transmitted to the Client in electronic (PDF) format via email.

♦ Excluded Services

Without attempting to be a complete list of all services or potential services which will be excluded from this proposal and not performed by S&ME, the following services are specifically excluded from this proposal:

1. Geotechnical Engineering services (e.g., soil test borings).
2. Environmental or industrial hygiene services.
3. Concrete sampling and testing.
4. Construction layout or vertical or horizontal control of any items (e.g., anchor bolt locations, elevations of settlement plates, etc.).
5. Pre- and post-construction building condition assessments.
7. Acceptance or rejection of work.
8. Any aspect of site safety other than safety of S&ME employees.
9. Reviewing or approving any submittals to determine compliance with project requirements.

If you need S&ME to provide or subcontract any of the above excluded services, please contact us to discuss them. We can modify this proposal, or provide a proposal for additional services, as needed.

♦ Client Responsibilities And Proposal Use

In order for S&ME to properly provide our services, we request that our Client or their designated representative be responsible for the following items:

- **Plans and Specifications:** Please provide S&ME with a complete set of current project plans and specifications prior to the performance of our services for this project (including, but not limited to steel erection drawings). We also request to be copied on distribution of revised plan sheets/specifications, Requests for Information (RFIs), Architect’s Supplemental Instructions (ASIs), Bulletin Drawings, or other items relevant to our scope of work throughout the duration of this project, from the design team, contractor, or other party responsible for distribution of these items. We note that the performance of our services, and any provided disposition towards conformance or non-conformance, is dependent upon having the latest drawings, RFIs, etc. available at the time of our services.

- **Orientation, Passes, or Site Escorts:** Please inform us of any project related passes or safety orientation training our personnel would be required to attend. Time and expenses for these items will be billed at the unit rates shown on the attached Fee Schedule. If a site escort is required for our personnel to enter the site, please provide the escort as applicable.

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• **Report Distribution:** Please provide S&ME with the names and contact information of individuals to include for report distribution.

• **Scheduling:** Please provide the general contractor with a copy of our scope of services and scheduling requirements so that our services can be properly coordinated. It is the responsibility of our Client or his/her representative to schedule S&ME when our services are required. The performance of the above-outlined services is dependent upon proper scheduling by our Client or his/her representative.

• **Parking:** Please provide parking for our employees’ vehicles while performing on-site services.

This proposal is solely intended for the basic services as described in the Scope of Services. The Scope of Services may not be modified or amended, unless the changes are first agreed to in writing by the Client and S&ME. Use of this proposal and resulting documents is limited to the above-referenced project and Client. No other use is authorized by S&ME.

♦ **Assumptions**

The following assumptions have been made during the preparation of this proposal and Opinion of Probable Cost:

1. The contractor will provide safe access (ladders, scissor lifts, properly constructed scaffolds, etc.) and any necessary shoring, bracing, and/or safe excavations, in accordance with OSHA standards, for S&ME personnel to perform the services outlined in this proposal.

♦ **Project Scheduling**

Our services will generally be required on a part-time/on-call basis for the services outlined above. Scheduling should be made through the S&ME office (843-884-0005) or directly with the project manager assigned to this project between 8 am and 4 pm, Monday through Friday. We will then assign the appropriate, qualified personnel to perform the requested work at the date and time requested by your representative.

We request the following notification be provided for our services:

• Minimum 24 hours prior to our services being needed.
• For work during off-hours (between 8 pm and 5 am Monday - Saturday) and Sunday, and/or on holidays (New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve, and Christmas Day – minimum 72 hours prior to our services being needed.
• We will attempt to accommodate late scheduling (including day of services being needed) however cannot guarantee the request(s).

Third-party testing and inspections in no way relieves any participant from the proper performance of work according to the contracts, plans, specification and applicable building and safety codes. Therefore, adequate scheduling by the contractor(s) will be required to satisfy the project requirements prior to continuation or...
concealment of the work product. S&ME cannot accept responsibility for any damages caused by construction delays that are related to inadequate notice, improper scheduling, or for work performed by the Contractor without our presence.

♦ Part-Time Services

Part-time services indicates those services performed on an “on call” basis only. Part-time testing means S&ME will schedule a representative to be at the site to perform specific tests only at the specific times when requested by your designated project contact. Performing services on a part-time basis creates risks for the owner and contractor as the number of tests performed is substantially reduced thereby reducing the available information. Further, since our presence is limited to part-time testing, we will be unable to correlate the number and frequency of test results to general conformance with the construction documents. S&ME cannot accept responsibility for tests which are not performed or not performed at the specified frequency if and when our services are not properly scheduled. The contractor remains ultimately responsible for performing the work in accordance with the construction documents.

S&ME will not have a representative on-site on a full time basis for any of the services proposed and therefore we will rely on your designated project contact to let us know when an item requiring testing is upcoming (whether part-time, periodic, or continuous), as described in the Scope of Services section included herein. It is the responsibility of your designated project contact to schedule S&ME when our services are desired.

♦ Compensation

Billing for this project will be on a unit rate basis in accordance with the rates shown on the attached Fee Schedule. For budgetary purposes, and based on the project information provided to us, our assumptions discussed in this proposal, and our experience with similar projects, we recommend a budget allowance of $3,560 for the construction materials testing and Chapter 1 inspection services outlined in this proposal. A breakdown of this cost is included in the attached Opinion of Probable Cost.

With each invoice, we can update you with services provided for that invoice, as well as the total fees to date, if requested. If you have specific invoicing requirements, please indicate these requirements to us prior to the first invoice being submitted.

Our Opinion of Probable Cost is approximate and is significantly influenced by the contractor’s schedule, means and methods, sequencing of work, weather, and/or scheduling of our services. Our fees for the project will also be affected by any retesting required as a result of non-compliant items, standby time resulting from the contractor not being ready at the time scheduled, testing not outlined in this proposal (including those from design changes, RFIs, etc.), additional testing required as a result of submittals different than contract drawings, or if we are requested/required to be on site more manhours than assumed in this proposal.
♦ Authorization

Our Agreement for Services (Form AS-071) is attached and is incorporated as a part of this proposal. Please indicate your acceptance of our proposal by signing the form and returning it to our office. Upon receipt of the signed agreement, we will proceed with the performance of our services. Any changes or modifications to Form AS-071 or the proposal are required to be acknowledged by both parties initialing acceptance of this proposal and agreement for services next to the change or modification.

If you elect to accept our proposal by issuing a purchase order, then please reference this proposal number and date. Your purchase order will be an acceptance of our Agreement for Services and an authorization to proceed with the performance of our services. The terms and conditions included in any purchase order shall not apply, as our agreement is for services that are not compatible with purchase order agreements.

If this proposal is transmitted to you via email, and if you choose to accept this proposal by email, your reply email acceptance will serve as your representation to S&ME that you have reviewed the proposal and associated Agreement for Services, Form AS-071, and hereby accept both as written.

♦ Closure

S&ME appreciates the opportunity to propose our services to you. If you have any questions after reviewing this proposal, please do not hesitate to contact us at (843) 884-0005 or via email.

Sincerely,

Talon M. Wagenknecht
Group Leader
twagenknecht@smeinc.com

Marc D. Cerino, P.E.
Senior Engineer/Project Manager
mcerino@smeinc.com

Attachments:  Fee Schedule
              Opinion of Probable Cost
              Agreement for Services (AS-071)

Distribution:  Town of Megget, Ms. Stephanie Smith, slsmith@townofmeggettsc.org

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