GWB Professional Services

5813 Piping Rock Rd.
Madison, WI 53711

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Proposed Scope of Services

Task Order # 11

East Main St Redevelopment Plan

Proposal Date 6/4/2021

Item	Description	Hours	Rate	Total
Meeting	Attend and participate in meetings of the RDA and other relevant bodies as requested. This estimate assumes meetings will continue to be virtual through the end of the year. Each meeting is assumed to be 1.5 hours. The estimate through the end of the year assumes 1.5 meetings per month for 6 months.	14	150.00	2,100.00
Public Worksh...	Prepare for, facilitate and report out for a public workshop regarding the redevelopment of the East Main St area. RDA members/staff will organize and promote the workshop. This is expected to occur after the RDA lays the ground with an informational flyer about the RDA and its purpose.	20	150.00	3,000.00
Document Prep	Following the public workshop, prepare a draft plan document for the East Main St. redevelopment area. Make edits to draft plan in response to feedback. Prepare a public hearing draft document. Prepare a final plan document for approval by the City Council.	40	150.00	6,000.00
Public Hearing	Prepare notices, letters to property owners and a presentation as well as present and respond to questions for a public hearing on the East Main St redevelopment plan. The RDA/City Staff will be responsible for publishing the notices and mailing letters to property owners by first class mail, return receipt requested.	8	150.00	1,200.00
Governing Body	Prepare a resolution for City Council adoption of the plan. Present the redevelopment plan to the City Council for consideration of approval.	2	150.00	300.00
Coordination	Coordination with property owners, public, public bodies and regulatory agencies regarding issues associated with redevelopment of the East Main St. area.	15	150.00	2,250.00

The proposed scope of services described above is an estimate based upon current knowledge about issues and projects. The scope may change in response to changing circumstances. The RDA shall approve all changes in scope.

Fees will be billed monthly on a time and expense basis as incurred.

This proposal is a time and expense estimate good for 90 days from Proposal Date.

Gary W. Becker
GWB Professional Services

Client Approval:

Signature _____

Date: _____

Total $14,850.00