



September 7, 2016

Mr. Johnnie Roark
County Planner
County of Appomattox
153A Morton Lane
Appomattox, Virginia 24522

HURT & PROFFITT
INCORPORATED

*Re: Appomattox County Business & Technology Park
H&P Project #: 20161122*

Dear Mr. Roark:

This letter will serve as our proposal for the engineering work we discussed on August 26, 2016 in your office.

UNDERSTANDING OF THE PROJECT

H&P understands that Appomattox County and the County EDA want to continue the development of the County Business and Technology Park. This development includes extending gravity sewer lines and public water lines to serve two proposed businesses, extend West Ridge Drive and revise the master plan as needed to fit with the demands of the clients looking at the locating in the Park. Included in our understanding is the County's request for H&P to seek funding options for the physical development of the infrastructure to support the growth of the Park.

SCOPE OF SERVICES

H&P will provide the following in our Scope of Services:

- Prepare the construction plans and specifications for a gravity sewer line to serve XNG, DRT, Penelope's and Martins Screen Printing. The plans and specifications will be suitable for public bidding. H&P will assist the County/EDA with all aspects of the bidding phase, construction administration during construction and use the contractor's red lined marked up plans to develop 'As Built' plans. Daily inspection during construction will be conducted by the Town of Appomattox.
- Prepare a Concept Plan of existing lots 1,2,3, & 4 to show how smaller lots could be realized. The smaller lots would be in the range of 3 – 5 acres in area.
- Prepare the roadway plans and specifications to VDOT standards for West Ridge Drive to get just beyond the gas line easement. We will assist the County with public bidding and all construction administration including inspection.
- Revise the Master Plan and create colored renderings of the options for developing the Park.
- Prepare the plans and specifications for extending the existing 10" water line down West Ridge Drive across the gas line easement. The new water line will be either a 10" or 12" diameter water line. Assist the County with public bidding and Construction Administration including preparing 'As Built' plans. The Town of Appomattox will provide the daily inspection during construction.
- Grant Writing & Grant Administration assistance for infrastructure development
- Create a useable topographic map of the entire 485 acre Park using aerial photography and ground control. This map will be the basis for the Master Planning of the Park including where infrastructure should be developed to maximize the area within the Park. Maximizing the available area in the Park will take into account how to excavate needed areas to create the best sites possible within a reasonable cost to develop.



For any of the construction projects developing the infrastructure, H&P will be providing full service to the County / EDA except for daily inspection of the construction process. Daily inspection will be provided by the Town of Appomattox for utility lines to serve the various sites.

FEE STRUCTURE

H&P will charge Appomattox County / EDA the following fees for the above:

- 2,700 feet Gravity Sewer for XNG, DRT, Penelope’s & Martins Screen Printing \$ 23,500
- Concept Plan of Lots 1,2,3 & 4..... \$ 3,000
- 1,500 feet West Ridge Road Extension Plans & Specs..... \$ 32,200
- Revise Master Plan..... \$ 20,000
- Prepare Plans & Specifications for 2,000 ft – 12” diameter water line extension..... \$ 3,500
- Grant Writing & Grant Administration \$ 8,000
- 2’ Interval Topographic Map..... \$ 30,000

We understand the County / EDA will most likely set priorities for proceeding with this work in phases. We understand the top two priorities are providing gravity sewer service to XNG, DRT, Penelope’s & Martins Screen Printing and extending West Ridge Drive this fall with completion coming by December, 2016.

Therefore the County / EDA are welcome to pick and choose which items they want H&P to get started with first. Please keep in mind the development of concept plans and revising the master plan depend on having an accurate topographic map. Without this map, we are not able to produce documents that the County / EDA can count on for future development of the Park.

CLOSING

Proceeding with the documents to develop the Park is the first step to reaching the goal of having a first class Business and Technology Park in my opinion. All of the other Park’s the County competes with have these documents in hand or are proceeding to have them produced. From our standpoint this is a step in the right direction to achieve the vision of the County and the EDA.

We are very appreciative of the opportunity to provide our proposal to the County and the EDA for consideration.

If you have any questions, please do not hesitate to contact me.

Sincerely,

HURT & PROFFITT, INC.

Earl H. Dickerson, Jr, PE
Chairman of the Board