

225 Grandview Avenue, Suite 403,
Camp Hill, Pennsylvania 17011
United States
www.ghd.com



Our ref: 12602419

February 06, 2025

Mr. David Blain, Chairman
Lower Paxton Township Authority
425 Prince Street
Harrisburg, PA 17112

Engineering Services for 2025

Dear Authority Members

The Consulting Engineer Agreement between the Lower Paxton Township Authority and GHD Inc. was adopted on March 23, 1999. We are pleased to continue our engineering services for 2025 under this Agreement. Attached, please find the following:

- Revised Exhibit A-1
- 2025 Rate Schedule
- Table 1 – Estimated Interim GHD Services

Revised Exhibit A-1 authorizes GHD to perform both the defined retainer efforts and budgeted engineering services for 2025. Additional services for the Authority can be authorized as needed.

We very much appreciate the opportunity to provide engineering and related services to the Authority, and we are looking forward to the privilege of serving the Authority again in 2025. If you have any questions or desire additional information, please do not hesitate to contact us.

Regards

A handwritten signature in blue ink that reads "Melissa Tomich Smith".

Melissa Tomich Smith, PE
Project Manager

717-309-4164
melissa.smith@ghd.com

A handwritten signature in blue ink that reads "Alton J. Whittle".

Alton J. Whittle, PE
Project Director

717-541-0622
alton.whittle@ghd.com

Copy to: Mr. Bradley Gotshall, Township Manager
Mr. William Weaver, Sewer Department Director

REVISED EXHIBIT A-1 TO AGREEMENT BETWEEN OWNER AND
ENGINEER FOR PROFESSIONAL SERVICES, dated
March 23, 1999 (for use with No. 1910-1, 1984 Edition).

Further Description of Engineering Services – Regular Annual Services

This exhibit, dated February 6, 2025, is attached to, made a part of and incorporated by reference into the Agreement made on March 23, 1999 between Lower Paxton Township Authority (OWNER) and GHD Inc., (ENGINEER) providing for professional engineering services.

In the provision of Regular Annual Services, the Engineer's duties shall be as follows:

General Retainer Services:

- A. Furnishing advice on the telephone (up to 15 minutes per conversation) in answer to telephone inquiries from time to time.
- B. Attending the following meetings in connection with the sewer system:
 - 1. Annual Swatara Township Authority meeting for participants in the 1985 Inter-Municipal Agreement.
 - 2. Meetings to discuss annual engineering budget (up to two meetings per year).
- C. Provide reports on all on-going engineering activities for Board Meetings.
- D. Provide monthly invoice summary letter.

Monthly Township Authority Meeting Attendance:

- A. Attend Monthly Township Authority meetings as requested (assuming 6 meetings per year)

Time of Service

The time period for the performance of Regular Annual Services shall be from January 1 through December 31, 2025.

Compensation for Regular Annual Services

The Authority agrees to pay in 12 equal payments of One Thousand Four Hundred and Seventy-Nine Dollars and Seventeen Cents (\$1,479.17), a total consulting retainer fee for Seventeen Thousand Five Hundred Dollars (\$17,750.00) per year, for the General Retainer Services noted above.

The Authority agrees to pay a separate fee of \$375 for each Township Authority Board Meeting GHD attends. For estimating purposes, we assume 6 meetings will be attended in 2025 for a total of \$2,250.00 per year. GHD will only bill for meetings attended.

The total Regular Annual Services fee is estimated to be Twenty Thousand Dollars (\$20,000.00). Invoices shall be submitted monthly and will cover the portion of the annual retainer from the previous month.

Additional Services

In addition to the Regular Annual Services described above, other services that can be provided by GHD at the request of the Authority may include, but are not necessarily limited to, the types of services described in Sections 2 and 3 of the agreement and the following:

- A. Training of wastewater facilities personnel.

- B. Assistance with preparation, modifications or revision of sewer use ordinances, or other related regulations.
- C. Conduct surveys, field investigations, gauging and sampling, and laboratory analyses of domestic, industrial and commercial wastewater.
- D. Conduct infiltration/inflow investigations and provide engineering for system rehabilitation.
- E. Provide investigation, field surveys, estimates, reports, designs and preparation of plans, specifications and contract documents in connection with improvements, extensions and capital additions.
- F. Provide study and revision or modifications of rate structures and schedules, including work on any special customer agreements.
- G. Assist in preparation of annual budgets for financial planning.
- H. Assist with DEP or other regulatory requirements including the preparation the PADEP Municipal Wasteload Management Annual Report in accordance with Chapter 94.
- I. Provide engineering services in connection with obtaining State and/or Federal grants or financial aid, and in connection with issuance of new bonds or other types of financing.
- J. Provide engineering services with respect to developer extensions.
- K. Provide construction phase services, including construction observation field services, in connection with improvements, extensions (including developer extensions), and capital additions.
- L. Provide services associated with Geographic Information Systems (GIS) and Information Technology (IT).

Compensation for Additional Services:

Unless agreed upon by separate exhibit, compensation for Additional Services will be in accordance with the attached 2025 Fee Schedule.

If at any point OWNER determines it would be in their best interest to assign full time GHD RPRs to the Lower Paxton Township Sewer Department, OWNER and ENGINEER shall agree on personnel and hourly rate(s) and execute a new Exhibit to the March 23, 1999 Agreement to provide the desired RPR services.

OWNER:
Lower Paxton Township Authority

(Chairman/Vice Chairman)

Attest:

Address for giving notices:

425 Prince Street
Harrisburg, PA 17109

ENGINEER:
GHD Inc.


(Executive Vice President)

Address for giving notices:

225 Grandview Avenue, Suite 403
Camp Hill, PA 17011



EXHIBIT 2

2025 Fee Schedule

Harrisburg, PA

Fees for engineering services rendered on a cost-plus basis are based on payroll costs plus an allowance for overhead and profit. Payroll costs are equal to direct salary charges plus payroll taxes and employee benefits. Expenses for subcontractors and other out-of-pocket expenses incurred in the performance of engineering assignments are billed at cost plus ten percent. Mileage is billed at the Federal IRS mileage reimbursement rate in effect at the time of the charge.

GHD Description	2025 Rates
PROFESSIONAL	
Senior Technical Director 1	\$ 220
Senior Technical Director 2	\$ 218
Senior Technical Director 3	\$ 210
Technical Director 1	\$ 200
Technical Director 2	\$ 177
Senior Professional 1	\$ 160
Senior Professional 2	\$ 150
Professional 1	\$ 133
Professional 2	\$ 120
Professional 3	\$ 112
Intern	\$ 89
TECHNICAL	
Senior Design Technician 2	\$ 153
Design Technician 1	\$ 143
Design Technician 2	\$ 133
Drafting/Design 1	\$ 128
Drafting/Design 2	\$ 125
Drafting/Design 3	\$ 120
Drafting/Design 4	\$ 112
Intern Drafting/Design	\$ 99
SITE BASED	
Senior Construction Manager	\$ 185
Construction Manager	\$ 170
Lead Site Engineer/Supervisor	\$ 155
Senior Site Engineer	\$ 140
Site Engineer	\$ 132
Lead Inspector	\$ 122
Senior Inspector	\$ 118
Inspector / Specialist 1	\$ 105
Inspector / Specialist 2	\$ 100
PROJECT SUPPORT	
Project Support 2	\$ 114
Project Support 3	\$ 107
Project Support 4	\$ 99
Project Support 5	\$ 92
Project Support 6	\$ 90

EXHIBIT 3

**Lower Paxton Township Authority
Explanation of 2025 Engineering Expense Budget
October 28, 2024**

FUND 036- SEWER OPERATING FUND:

ADMINISTRATIVE

Annual Services: Account 36-4400-429.510

- General Engineering Services \$132,000

This includes services outside the scope of those covered under the retainer.

Development Reviews and Admin \$50,000

Misc. Engineering Services

- Phase 202301 - Misc. Non Retain Services \$20,000
- Phase 202302– Chapter 94 Report \$ 6,000
- Phase 202303 - Intermunicipal Agreements-CRW \$35,000
- Phase 202304 – Financing/Rate Projections \$ 6,000
- Phase 202305 - Grease Trap/Interceptor Program \$ 5,000
- Phase 202306 – Standard Specifications \$ 0
- Phase 202307 – Design One Calls \$10,000

SUBTOTAL \$82,000

- Annual Retainer \$20,000

Annual retainer services per Exhibit A-1. General On-Call Engineering Services = 17,750.
Meeting Attendance will be charged \$375/meeting; assuming 6 meeting per year = \$2,250.

Total Estimated Account 36-4400-429.510 \$152,000

SEWER OPERATING

PennDOT: Account 36-4405-429.588

- PennDOT \$2,000

This is an allowance for misc. PennDOT work. Locust Lane Project in 2025.

Total Estimated Account 36-4405-429.588 \$2,000

FUND 036- CAPITAL EXPENDITURES:

Act 537/SSO Improvements: Account 36-4800-429.940 and 36-4800-429.941

• <u>36-4800-429.940 Paxton Creek</u>	<u>\$</u>	<u>0</u>
No work for GHD in 2025		
• <u>36-4800-429.941 Beaver Creek</u>	<u>\$</u>	<u>0</u>
No work for GHD in 2025		
<i>Total Engineering Budget 4800 Accounts 36-4800-429.940 and 36-4800-429.941</i>	<i>\$</i>	<i>0</i>

Sewer System Mini-Basin Rehab Program: Accounts 36-4900-429-940 through 36-4900-429.952

These costs are those associated with various aspects of engineering services for the mini-basin rehab program.

- 36-4900-429.940 GIS \$10,000
This is an allowance of \$10,000 to perform on-going edits to the GIS data and assistance with planning and implementation of asset management for the sanitary and storm sewer facilities, on an as requested basis by the Authority throughout the year.
- 36-4900-429.941 Engineering- Metering Data Analysis/ Hydraulic Modeling / Study/ Meetings and Reporting \$95,000
This is an allowance for completing the Beaver Creek Basin 2024 Program evaluation required under the consent decree and the ongoing data analysis of sub-basins and mini-basins by performing data processing throughout the metering season, metering and capacity evaluations, hydraulic modeling, and data requests and assistance with the Authority's metering program. This allowance also includes for the continued review and improvement relating to the successful implementation of the Beaver Creek and Paxton Creek Corrective Action Plans and similar efforts in Spring Creek and Asylum Run with periodic reviews of program cost-effectiveness, prioritization of rehabilitation and system improvements, evaluation of construction approaches, development of Annual DEP Progress Report, and annual review of projected project costs and billing rates, preparation and attendance at monthly internal progress meetings and the annual PADEP meeting.

A total of \$90,000 is projected for the remainder of the Beaver Creek Basin 2024 Program evaluation, the annual metering data analysis, and reporting as required by the Second Consent Decree. An additional amount of \$5,000 is included for misc. data requests, evaluations, hydraulic modeling, and alternatives planning outside of the annual requirements of the Second Consent Decree.

- 36-4900-429.943 Mainline External Repairs (Emergency Repairs Contract) \$8,000
Project costs include an allowance of \$5,000 for miscellaneous engineering costs associated with the 2023-2025 contract and \$3,000 to prepare, bid and award the 2025-2026 contract.
- 36-4900-429.944 Metering and Field Investigation \$2,000
This is an allowance for technical assistance with the flow metering program and wet weather field investigation assistance.

- 36-4900-429.961 Beaver Creek BC-2A/2B/2C and BC-5B \$10,000
This is an allowance for GHD to perform a site inspection in the spring to determine what plantings are still viable. GHD will prepare the required monitoring report to DEP and the Corps. GHD will prepare documents to get three quotes from contractors to install the plants as the work is anticipated to be below the bidding limits. The purchase of the new plantings and the installation is estimated at \$10,000.
- 36-4900-429.966 Beaver Creek BC-7A/7B/7C/7D \$10,000
Project will be substantially complete in 2024. This allowance is for finishing record drawings.
- 36-4900-429.951 Paxton Creek PC-2E/2F Trunkline and External Repairs Contract \$20,000
This \$20,000 allowance is for construction administration, wetlands inspection, project closeout and record drawings.

Total Engineering Budget Accounts 4900 36-4900-407.02 through 36-4900-429.72 \$155,000

2025 ENGINEERING EXPENSE DRAFT BUDGET SUMMARY:

TOTAL ALL FUND 036 SEWER OPERATING ACCOUNTS =	\$154,000
TOTAL ALL FUND 036 CAPITAL EXPENDITURES ACCOUNTS=	\$155,000
TOTAL ENGINEERING ALL FUNDS=	\$309,000