

# CONSERVATION PLAN SERVICE AGREEMENT

GJB ENGINEERING, INC.

## CLIENT

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Billing Address: \_\_\_\_\_

## PROJECT SITE

Site Address: \_\_\_\_\_

Fairfax County Tax Map: \_\_\_\_\_

Legal Description: \_\_\_\_\_

## SCOPE OF SERVICES

Our firm will prepare a Conservation Plan per County of Fairfax Letter to the standards of Letter to Industry #11-06 specifications and the content checklist of Fairfax County's "Site Related Plans" (for Conservation Plans) to support the Client's pursuit of site permits for the land disturbing activities associated with the construction of an in-ground pool at the above property. Other services, as specifically requested by the client, may be included at the client's discretion on the basis that such services are within the normal and ordinary discipline of our firm and its professionals. A "Grading Plan", as defined by Fairfax County Codes, is not included in this scope of work. Landscaping, structural engineering, and/or soil science or geotechnical engineering (including soils certifications), floodplains, Resource Protection Areas, including responses to the County on comments related to same, are also not included in this proposal for services or the base fee quoted above.

## ADDITIONAL ENGINEERING AND SURVEYING SERVICES

GJB Engineering, Inc. is prepared to assist the client in all phases of engineering, surveying, and planning design related to the project, within the boundaries of our professional licensure. These services and any other which are not specifically outlined elsewhere in the body of the proposal, can be provided, upon request, at an hourly rate in accordance with rates stated in "Fees" section below or a negotiated lump sum fee via written addendum to this proposal. Surveying fees will be quoted on an individual basis and such services are provided under a subcontract agreement with William E. Ramsey, PC of Fairfax, Virginia. Soil science, if required, will be performed under subcontract agreement with and by Robison Consulting Group in Manassas, Virginia or we can integrate the client's soils/geotechnical information in the plan if the client directs. Please note that if the County requires soil science or geotechnical engineering, significant additional expense will apply, which you will be notified of prior to incurring same.

Services under this contract item are only performed upon specific authorization from the client. Processing of the plan through Fairfax County is considered Additional Engineering Services, though we do include as part of our base fee the addressing of comments specifically related to the Conservation Plan preparation checklist published by the County to the extent that they do not require services enumerated herein that are specifically listed as additional.

## FEES

Fee for the Conservation Plan, including 12 prints for submission if printed at Creative Document Imaging (our printing vendor), is \$3,150.00, due and payable as follows: \$1,700.00 at the time of contract execution and the balance of the fee due at the time of plan completion prior to submission of the finished, certified plan to client for submission to Fairfax County for review. Coordination of Nutrient Credit vendors is a minimum fee of \$200 if required. Plan processing is based on our time associated with assisting you and your contractor with processing permits, which is billed in accordance with our rate schedule (estimated at \$300 for typical projects).

Services shall be performed and fees shall be billed in accordance with the conditions and additional services, if ordered, shall also be performed per same conditions as well as rate schedule shown on the following webpage: [www.cae.us.com/conditions](http://www.cae.us.com/conditions) and are set/estimated as outlined in the e-mail above. All county review fees are to be paid by your or your permit handler.

## CONTRACT EXECUTION

Please note that, by execution below, this proposal becomes a legally binding agreement on both parties. Should you not understand it or its content, you are advised to seek legal advice. If it is the client's interest to enter into a legal agreement with GJB Engineering, Inc. (also doing

business as Community Association Engineering) to provide the outlined services as qualified by the conditions listed, please acknowledge such by signing the original proposal, returning it to us with the applicable fee stated above. Receipt of the executed contract and fee will be deemed a notice to proceed unless otherwise directed by the client.

Please let me know if you should have any questions regarding the contents of this proposal or require further information. As always, we appreciate the opportunity to be of service.

This proposal hereby seen and agreed to:

---

Client Name: \_\_\_\_\_ Date

For GJB Engineering, Inc.:

---

Gregory J. Budnik, President Date