

September 28, 2023

Ann Barnette
Executive Director
Milford DDA
1100 Atlantic St.
Milford, MI 48381

Re: Village of Milford Central Park Renovations
Milford, Michigan
ASR for Landscape Architectural Services

Dear Ann:

We respectfully submit the following ASR for landscape architectural services.

I reviewed our time to date to understand why we used up our fee and found quite a few reasons that were not anticipated. The main one was the numerous grading and drainage iterations due to the wellhead rules and following the direction of OHM as they worked through many scenarios.

I also found a few tasks that I feel were outside our scope.

1. The first item covers our work helping to prepare the EGLE and SESC submittals. We discussed the EGLE Submittal on 8/17, which you approved. We stayed within the 4-5K, but I found time spent earlier that is beyond our proposal's agreed assistance to OHM. We provided quite a bit of assistance including attending the pre-app mtg. We are not asking for compensation for attending the meeting, and other services, just the time to prepare the submittal documents. We also prepared and submitted for the SESC permit as requested instead of the contractor due to the long lead time to attain the permit. Fee = \$7287.50
2. The 2nd category is meetings. Our proposal didn't cover meetings but of course we expected them. We met with your board, worked on the extra task of providing all the cost options for the Teams call with Marc and Trevor which led to the decision to approach the township. I did not include this. The meetings in this category are attending the Village Council meeting, and preparing, presenting and attending that memorable meeting with the Township Board. Fee = \$1487.50
3. The 3rd category is our help with the RAP grant submittal. Fee = \$1187.50
4. The 4th category is the minor request from Mike to rework the curbing at the Restrooms and a concrete spillway with grass pavers to minimize new erosion. We had documented the repair to the erosion on the hill and had a few more twists to our scope there. In

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order to provide this, we had to measure, photograph and expand our base info and then detail the improvements.

Fee = \$375.00

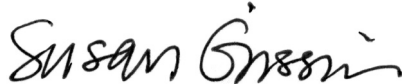
5. Our 5th category item was the time spent working with J Stewart and MJ Whelan to answer questions, provide information and then evaluate their quotes for the pavilion RFP, and attend and present to your DDA board.

Fee = \$1837.50

Total Fee Request = \$12,175.00

We hope this request meets with your approval. If we can provide you with additional information or answer any questions, please do not hesitate to contact us.

Sincerely,



Susan L. Grissim, ASLA
Vice President | Principal

SLG/mm

Enc.

Approved and Accepted:

By: _____

Title: _____

Date: _____