

NOTICE: That a regular meeting of the Public Works and Development Committee will be held at the District Hall, 4936 Barriere Town Road, Barriere, B.C. on March 29, 2010 at 7:30 p.m. for the transaction of business listed below.

Wayne Vollrath, Chief Administrative Officer

AGENDA

1. ADOPTION OF AGENDA

That Council approve the March 29, 2010 Public Works and Development Committee Agenda.

2. WATER UTILITY

a. Infrastructure Stimulus Fund

Project Update

b. Water Rates

Committee to discuss future rate increases and sundry fee changes

c. Leonie Lake Dam

3. REQUEST FOR PROPOSAL FOR ENGINEERING SERVICES

An assessment of our roads would be included in this contract

Road assessment background

Bids received

CTQ- Part I	\$ 4000.00 (overview)
Part II	additional cost (unknown)
Focus	\$13,000.00
True Consulting	\$ 7,800.00

4. COMPOSTING FACILITY

5. OTHER BUSINESS

6. NEXT MEETING

The next meeting is scheduled for Monday, May 10, 2010 at 7:30 p.m.

7. ADJOURNMENT

DISTRICT OF BARRIERE BARRIERE WATERMAIN IMPROVEMENTS

SCHEDULES OF QUANTITIES:

Supply and install the following works in accordance with these Contract Documents and Specifications complete with labour, equipment, materials, compaction, testing, layout, restoration, permits, traffic control and incidentals.

ITEM NO.	DESCRIPTION	UNIT OF MEASURE.	UNIT PRICE	TOTAL PRICE
1.0	WATER SYSTEM			
1.1	Supply and install the following watermain (including hydrant leads) complete with Class B sand bedding and restoration.			
1.1.1	300Ø C900 DR18	m	325 \$ 250.00	\$ 81,250.00
1.1.2	350Ø C900 DR18	m	340 \$ 320.00	\$ 108,800.00
1.1.3	200Ø C900 DR18	m	25 \$ 210.00	\$ 5,250.00
1.1.4	150Ø C900 DR18	m	185 \$ 180.00	\$ 33,300.00
1.2	Supply and install the following watermain appurtenances.			
1.2.1	350Ø 45° Bend	ea.	2 \$ 1,800.00	\$ 3,600.00
1.2.2	350H x 350H x 150F Tee	ea.	2 \$ 2,500.00	\$ 5,000.00
1.2.3	300Ø Gate Valve	ea.	3 \$ 4,500.00	\$ 13,500.00
1.2.4	350H x 250F Reducer	ea.	1 \$ 1,800.00	\$ 1,800.00
1.2.5	250F x F Gate Valve	ea.	1 \$ 2,000.00	\$ 2,000.00
1.2.6	300Ø 5° Bend	ea.	1 \$ 850.00	\$ 850.00
1.2.7	300Ø 11.25° Bend	ea.	1 \$ 950.00	\$ 950.00
1.2.8	300Ø 22.5° Bend	ea.	1 \$ 950.00	\$ 950.00
1.2.9	300Ø 45° Bend	ea.	1 \$ 950.00	\$ 950.00
1.2.10	350F x 350F x 350F Tee	ea.	2 \$ 2,500.00	\$ 5,000.00
1.2.11	250F x 250F x 150F Tee	ea.	1 \$ 1,000.00	\$ 1,000.00
1.2.12	350H x 350F x 150F Tee	ea.	2 \$ 2,500.00	\$ 5,000.00
1.2.13	250Ø Gate Valve	ea.	2 \$ 2,000.00	\$ 4,000.00
1.2.14	350Ø 5° Bend	ea.	2 \$ 1,500.00	\$ 3,000.00
1.2.15	350Ø 11.25° Bend	ea.	2 \$ 1,800.00	\$ 3,600.00
1.2.16	350Ø 22.5° Bend	ea.	1 \$ 1,800.00	\$ 1,800.00
1.2.17	200Ø End Cap with marker post	ea.	1 \$ 650.00	\$ 650.00
1.2.18	200H x 200H x 200F Tee	ea.	1 \$ 1,200.00	\$ 1,200.00
1.2.19	200Ø 45° Bend	ea.	2 \$ 800.00	\$ 1,600.00
1.2.20	200F x 350H Reducer	ea.	1 \$ 1,800.00	\$ 1,800.00
1.2.21	200F x 350F Reducer	ea.	2 \$ 1,800.00	\$ 3,600.00
1.2.22	200F x 300H Reducer	ea.	1 \$ 1,500.00	\$ 1,500.00
1.2.23	200Ø Gate Valve (HxH, HxF, FxF)	ea.	3 \$ 1,400.00	\$ 4,200.00
1.2.24	150F x 150F x 150F Tee	ea.	2 \$ 850.00	\$ 1,700.00
1.2.25	150Ø Gate Valve (HxH, HxF, FxF)	ea.	8 \$ 1,200.00	\$ 9,600.00
1.2.26	150F x 100H Reducer	ea.	2 \$ 700.00	\$ 1,400.00

ITEM NO.	DESCRIPTION	UNIT OF MEASURE.	UNIT PRICE	TOTAL PRICE
1.0	WATER SYSTEM (continued)			
1.3	Supply and install the following water services and appurtenance(s).			
1.3.1	19Ø SDR9 PEX Tubing	m	260 \$ 70.00	\$ 18,200.00
1.3.2	350Ø x 19Ø Saddle with corporation stop	ea.	22 \$ 600.00	\$ 13,200.00
1.3.3	19Ø Curb Stop complete with service box and marker post.	ea.	22 \$ 350.00	\$ 7,700.00
1.4	Transfer existing private water service lines to new curb stops at property line including removal and disposal of of existing curb stops (following potability and pressure testing).	ea.	22 \$ 2,500.00	\$ 55,000.00
1.5	Supply and install standard fire hydrant assembly (in accordance with standard drawing) (including lead, excluding tee and valve).	ea.	4 \$ 4,000.00	\$ 16,000.00
1.6	Construct the following tie-in(s) to existing water system. Fittings are included in Item 1.2 or as specified.			
1.6.1	Drawing 346-131-01 Tie to existing 150Ø PVC between Barriere Town Road and Airfield Road	L.S.		\$ 1,500.00
1.6.2	Drawing 346-131-01 Tie to existing 150Ø AC on west side of Airfield Road	L.S.		\$ 2,500.00
1.6.3	Drawing 346-131-02 Tie to existing 200Ø PVC (North Spruce Cres.)	L.S.		\$ 2,000.00
1.6.4	Drawing 346-131-02 Tie to existing 200Ø AC (Spruce Cres./Bradford Road)	L.S.		\$ 2,000.00
1.6.5	Drawing 346-131-02 Tie to existing 150Ø AC (Spruce Cres./gravel pathway)	L.S.		\$ 2,000.00
1.6.6	Drawing 346-131-02 Tie to existing 150Ø AC and 250Ø PVC (Spruce Cres./Birch Lane)	L.S.		\$ 4,000.00
1.6.7	Drawing 346-131-03 Tie to existing 200Ø AC (Barriere Lakes Road)	L.S.		\$ 3,000.00
1.6.8	Drawing 346-131-03 Tie to existing 350Ø AC by hot tap complete with tapping tee and 300Ø gate valve.	L.S.		\$ 6,000.00
1.7	Strip and grub ground within the excavation limits and dispose of to an approved off-site location.	m²	5000 \$ 2.50	\$ 12,500.00

ITEM NO.	DESCRIPTION	UNIT OF MEASURE.	UNIT PRICE	TOTAL PRICE
1.0	WATER SYSTEM (continued)			
1.8	Supply and place 100mm min. thickness of import topsoil material acceptable to the District of Barriere complete with broadcast grass seeding of all areas disturbed by construction.	m ²	5000 \$ 5.00	\$ 25,000.00
1.9	Supply and install fire hydrant assembly along Barriere Lakes Road including watermain isolation, 200H x 200H x 150F tee, 150 HxF gate valve, C900 hydrant lead and fire hydrant assembly complete with tie-rods and thrust block.	L.S.		\$ 7,500.00
Subtotal 1.0 - Water System				\$ 486,950.00
2.0	PROVISIONAL ITEMS			
2.1	Supply and install 50mm thickness rigid insulation over watermain where 1.8m minimum clear cover is not achieved on Spruce Crescent.	l.m.	40 \$ 40.00	\$ 1,600.00
Subtotal 2.0 - Provisional Items				\$ 1,600.00
<u>Cost Estimate</u>				
1.0 - Water System				\$ 486,950.00
2.0 - Provisional Items				\$ 1,600.00
Subtotal 1.0 to 2.0				\$ 488,550.00
Contingency Allowance				\$ 48,855.00
Total Cost Estimate				\$ 537,405.00



REQUEST FOR PROPOSAL

MUNICIPAL ENGINEERING CONSULTING SERVICES

R.F.P. NO. 2010-04

Issue date: xxxx-xx-2010

The District of Barriere is issuing a request for proposal to obtain general municipal engineering services, including but not limited to program advice, project designs, project management and a review of subdivision applications.

The anticipated contract term is from April 1, 2010 to December 31, 2011 with the option of a further 2 year renewal.

Proposal Presentation/Interview: The District of Barriere may require the lead or short listed proponent(s) to provide a presentation or to participate in an interview to present or discuss their proposal. Reasonable notice will be given with more details on the presentation or interview process.

SUBMISSION INFORMATION

Closing date: xxxx-xx-2010
 Time: 2:00 p.m. PST
 Location: District of Barriere
 Municipal Office
 PO Box 219
 4936 Barriere Town Road
 Barriere, BC V0E 1E0

Contact Person

Name: Wayne Vollrath
 E-mail: wvollrath@districtofbarriere.com
 Phone: 250. 672.9751
 Fax: 250. 672.9708

Detailed specifications are available on the District's Website at
<http://www.districtofbarriere.com>

All bids are securely filed unopened until the closing date and time. After closing, the documents are opened and the specifications, prices, and other particulars are checked before a decision is made.



DISTRICT OF BARRIERE
REQUEST FOR PROPOSAL

**MUNICIPAL ENGINEERING CONSULTING
SERVICES**

R.F.P. NO. 2010-04

Consulting Service: The District of Barriere is issuing a request for proposal to obtain general municipal engineering services, including but not limited to program advice, project designs, project management and a review of subdivision applications.

Anticipated Contract Term: The anticipated contract term is from April 1, 2010 to December 31, 2011 with the option of a further 2 year renewal.

Proposal Presentation/Interview: The District of Barriere may require the lead or short listed proponent(s) to provide a presentation or to participate in an interview to present or discuss their proposal. Reasonable notice will be given with more details on the presentation or interview process.

SUBMISSION INFORMATION

Closing date: xxxx-xx-2010
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Contact Person

Name: Wayne Vollrath
E-mail: wvollrath@districtofbarriere.com
Phone: 250. 672.9751
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1. PROJECT OVERVIEW

1.1. Purpose of the Proposal

The District of Barriere (the District) is issuing a request for proposals to obtain the general municipal engineering services for the period of April 1, 2010 to December 31, 2011 with the option of a further 2 year renewal.

Current Organization Status/Situation/Structure

The District is a Municipal Government with approximately 7 F.T.E. employees, providing a variety of services to a community of approximately 1800. The District has approximately 25.5 km of paved roads, and 3.2 km of gravel roads. The District also operates a community water system and will be taking over the operation of two community septic systems. At the present time, road maintenance is provided by Argo. Their contract for service ends December 31, 2012.

2. PROJECT REQUIREMENTS

2.1. Scope

The District requires consulting services for engineering functions, including but not limited to, program advice, project design, project management, and review of subdivision applications.

The consultants will be reporting to the Chief Administrative Officer.

A. General Description of Services

The consultant is to provide general engineering consulting services for the District from time to time as requested by the District.

In addition, the consultant is to provide project specific engineering services as requested by the District. Project specific engineering services will be subject to specific work orders governing the scope of the consultant's required services for each project.

B. Specific Deliverables

The consultant will provide general engineering services to the District, including advice and guidance to District staff in developing projects, developing budgets for engineered projects, providing detailed work plans for projects, and reviewing project proposals. In addition, the consultant may be required to coordinate and oversee projects, or specialist consultants.

The consultant will review, as requested, applications received by the District from property owners or their agents for subdivisions, and provide the District with a regulatory synopsis and a summary of recommended actions.

Other Engineering Services as requested.

2.2. Costing

The proposal must specify the fees for the first year of the contract. The District expects a reasonable annual inflationary increase to the fees.

- Engineering consulting – provide a standard pricing schedule
- Other consulting – provide a standard pricing schedule for other consulting work
- Estimated expenses, whether included or excluded, should be provided and explained.

2.3. Performance

Performance Indicators

The consultant will substantively respond to requests from the District for engineering services in a timely manner or within such periods of time as may be reasonably required by the District.

Performance Reporting Requirements

The consultant will provide status reports every month for all ongoing engineering services provided.

Financial Reporting Requirements

The consultant will provide monthly financial reports for ongoing projects.

3. EVALUATION CRITERIA

3.1. Mandatory Criteria

Proposals must demonstrate the following:

- Understanding of the District's needs
- Approach to work / provision of service
- Ability to meet the District's needs

Proposals must provide the following information:

- Experience in relation to services requested
- Qualifications and experience of key personnel – indicate who will be the primary contact, and which individuals will be assigned to the District
- References – a minimum of three references required
- Fee structure for 2010

3.2. Scored Selection Criteria

EVALUATION CRITERIA SCORING	Possible Points
A. METHODOLOGY: (40% of Total Points)	
Descriptive narrative. Explanation of how work will be performed; identify staff, strategies, reporting; overall quality of the work plan.	10
How services are to be provided. Description of provision of each aspect of the contract services.	10
Acceptability of proposed plan. How well does the Proponent's approach address the District's objectives and circumstances?	20
Total Methodology Points (A)	40
B. PROPONENT PROFILE: (50% of total points)	
Experience with local government clients. Experience as it relates to the service requirements. Experience with clients similar to the size and scope required.	15
Key personnel identified, roles, responsibilities. Organization chart to support the level of service required. Assessment of professional memberships, certifications, and qualifications. Explanation of subcontractor roles, responsibility and qualifications.	20
Response of References Do the references reflect ability?	15
Total Proponent Profile Points (B)	50
C. PRICE PROPOSAL (10% of total points)	
(fees low bid/fees this bid) x total maximum points for cost = points (C)	10
D. GRAND TOTAL WORKSHEET POINTS (A+B+C) = (D)	100

4. PROPOSAL FORMAT AND RESPONSE

4.1. Title Page

Show the RFP name, RFP number, submission closing date, proponent name, address, telephone number, facsimile number, email address, and the name of the proponent contact person.

4.2. Letter of Introduction

One page, introducing the firm and the proposal, signed by the person(s) authorized to sign on behalf of, and bind the firm to, statements made in the proposal.

4.3. Table of Contents (optional if proposal is less than 15 pages)

Show the page numbers of all major headings.

4.4. Executive Summary (optional if proposal is less than 15 pages)

Summarize in no more than two pages the key features of the proposal.

4.5. Methodology / Solution / Scope / Project Plan

Indicate your understanding of the key requirements of the consulting service and the methodology you will use in undertaking the service. Be sure to address all of the requirements and specifications contained in the RFP.

4.6. Proponent Profile / Project Team Qualifications / Skills / Experience

Indicate the Proponent's qualifications and capabilities for the project, including past contracts having similar requirements to the one being proposed. Provide information on the key personnel assigned to the District, and summarize their qualifications and how these staff will be organized and supervised. If subcontractors are being used, include the same information for each of them.

4.7. Price Proposal

Provide sufficient information on pricing, as summarized in the Project Requirements.

4.8. Proposal Length / Format

Proposal clarity, including brevity and format, will more than likely be evaluated and awarded points accordingly. Your format should match that of the RFP for ease of reading and finding the relevant and important information.

4.9. Attachments

Attach any additional information such as company brochures, a list of previous projects undertaken by the firm, personnel resumes, etc.

Be sure to include and address all mandatory items / criteria as required in the RFP. Failure to do so will result in the proposal receiving no further consideration.

RFP INSTRUCTIONS

5. GENERAL

5.1. Terminology

- “Proponent”, means an individual or company that submits or intends to submit a proposal response to the Request for Proposal.
- “District” means the District of Barriere.

Additional terms will be defined by Addenda if necessary.

DRAFT

6. RFP PROCESS AND EVALUATION PROCEDURES

6.1. Communications

Direct all communications or requests for information in writing, prior to **XXX-XX-2010**, to: Wayne Vollrath
Chief Administrative Officer
District of Barriere
PO Box 219, 4936 Barriere Town Road
Email: wvollrath@districtofbarriere.com
Phone: 250-672-9751

The District **MUST** receive at least one copy of the proposal **no later than 2 pm Pacific Standard Time, XXX_XX, 2010**. Submit completed proposals citing RFP# 2010-04 to the attention of:

Wayne Vollrath
Chief Administrative Officer
District of Barriere
PO Box 219, 4936 Barriere Town Road
Email: wvollrath@districtofbarriere.com
Phone: 250-672-9751

Any proposals received after that date and time will be returned.

6.2. RFP Acknowledgement Form

Proponents are to fill out and return this form as soon as possible. **Any changes, new information and answers to Proponent questions, will be sent only to those Proponents who return this form.**

6.3. Short-list and Presentations / Interviews

The District may require the lead or short-listed Proponent(s) to provide a presentation or to participate in an interview to present or discuss their proposal. Reasonable notice will be given with more details on the presentation or interview process.

6.4. Mandatory Criteria

Mandatory information requested must be provided for the proposal to be evaluated.

6.5. Evaluation and Selection

Each proposal will be evaluated against the mandatory criteria. Proposals will be assessed and scored against selection criteria. Subject to successful negotiation and signing of a contract, the Proponent with the overall "best value" (highest score or best price-per-point for example) proposal will be awarded the contract subject to Council approval.

6.6. Estimated Timetable

Event	Anticipated Date
RFP issued	
Proponents to submit questions	
Proponents' meeting	Not applicable
Closing date for proposal submission	2 pm Pacific Standard Time, XXX-XX-2010
Front-runner or short-list announcement	
Proposal presentation / interview (optional)	
Contract term	April 1, 2010 – December 31, 2011

7. CONTRACTUAL RIGHTS

The District reserves the right to contract with other firms for engineering consulting services for specific projects, if doing so in the best interest of the District.

8. ADDITIONAL TERMS AND CONDITIONS

8.1. Subcontracting

Subcontracting may be allowed as a condition of the anticipated contract. Proposed subcontractors must be listed with attached resumes. Joint proposal submission must indicate which Proponent has overall responsibility for the consulting service.

8.2. Liability for Errors

The information contained in this RFP is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the District, nor is it necessarily comprehensive.

8.3. Agreement with Terms

The Proponent, through the submission of a proposal, agrees to all terms and conditions of this RFP.

8.4. Modification of Terms

The District reserves the right to modify the terms of the RFP at any time at its sole discretion. Proponents that have returned an RFP acknowledgement form will be advised of any changes or modifications in writing from the District.

8.5. Confidentiality of Information

Information pertaining to the District obtained by the Proponent as a result of participation in this contract is confidential and must not be disclosed without written permission from the District.

9. SPECIFIC CONTRACT CLAUSES

9.1. Workers' Compensation Board (WCB)

The successful consultant and any subcontractor will need to be registered and in good standing with the Workers' Compensation Board (WCB). WCB coverage must be maintained for the duration of the contract.

9.2. Laws of the Jurisdiction

Any contract resulting from this RFP will be governed by and will be interpreted in accordance with the laws of the Province of British Columbia.

9.3. Indemnity

The consultant shall use due care in the performance of the obligations under this agreement to ensure that no person is injured, no property is damaged or lost and no rights are infringed. Without limiting any other rights or remedies of the District against the consultant or any other person, the consultant shall be solely responsible for:

- (a) any injury to persons (including death), damage or loss to property or infringement of rights caused by, or related to, the performance of this Agreement or the breach of any term or condition of this agreement by the consultant, or the officers, employees or agents of the consultant, and
- (b) any omission or wrongful or negligent act of the consultant, or of the officers, employees or agents of the consultant;
- (c) **and** shall save (or hold) harmless and indemnify the District, its officers, employees and agents from and against all claims, liabilities and demands with respect to clauses (a) and (b), together with all costs, expenses and fees associated therewith.

9.4. Insurance

Any contract arising out of this Request for Proposal may require that the consultant, without limiting its obligations or liabilities, and at its own expense, provide and maintain throughout the term of the contract specific types of insurance with insurers licensed in the particular province where the contract is to be performed. The consultant may be required to provide the District with a Certificate of Insurance.

- **Comprehensive (Commercial) General Liability** - In an amount of \$2,000,000 inclusive per occurrence insuring against bodily injury and property damage and including liability assumed under the contract.
- **Professional Liability (errors and omissions)** - In an amount of \$2,000,000 insuring the consultant's liability resulting from errors and omissions in the performance of professional services during and after the contract.
- **Automobile Liability** - on all vehicles owned, operated or licensed in the name of the consultant in an amount of not less than \$2,000,000.

9.5. Software

It is the consultant's responsibility to ensure that the District has all applicable licenses required for any software that may be used as part of this contract.

9.6. Intellectual Property Rights

The District will be the owner of the intellectual property rights, including patent, assignment of copyright, waiver of moral rights, trademark and industrial design in any product, business process, and software or training program developed specifically through this contract. Licensing and marketing rights of the developed product, if appropriate, will be negotiated separately.

Attachment
RFP Acknowledgement Form
Request for Proposals # 2010-04

Please complete this form and return IMMEDIATELY (fax preferred) to:

Contracting Agency Contact: The District of Barriere
Address: PO Box 219 Barriere, B.C. V0E 1E0
Phone: 250-672-9751
Fax: 250-672-9708
Email: inquiry@districtofbarriere.com

In order to receive any additional information regarding this RFP, please complete this form and return by fax / email (as applicable) to the RFP contact person.

COMPANY NAME: _____
ADDRESS: _____

CONTACT PERSON: _____
TITLE: _____
PHONE NUMBER: _____
FAX NUMBER: _____
EMAIL ADDRESS: _____

Check appropriate response in A and B below:

- A. ☐ We will be submitting a proposal.
☐ We will not be submitting a proposal.
- B. I authorize the District of Barriere to send further correspondence relevant to this RFP that is deemed to be of an urgent nature by the following method:
- ☐ **FAX:** _____
☐ **Email:** _____
☐ **Courier collect:** courier name and acct no. _____
☐ **Mail:** _____

DATE: _____

SIGNATURE: _____ TITLE: _____

Proposal Evaluation		Min 0 - Max 5			Scoring	Total
A. METHODOLOGY: (40% of Total Points)						
1 Descriptive narrative.						
Professionalism and detail in the proposal	0					
Quality of Work Plan	0					
	0	10 =	0.00%	10	0	
2 How services are to be provided.						
Project planning	0					
Engineering work	0					
	0					
Quality control - ensure District is satisfied	0					
	0	20 =	0.00%	10	0	
3 Acceptability of proposed plan.						
Proposal identifies and addresses District's needs	0					
Ability to meet all aspects of RFP	0					
	0					
Suitability of engineering services - most needs	0					
Extra services - not requested with RFP	0					
	0	25 =	0.00%	20	0	
				40	0	
B. PROPONENT PROFILE: (50% of total points)						
1 Experience - with Local Gov't	0	5 =	0.00%	10	0	
2 Experience/capability - with requirements						
Engineering						
Long range Infrastructure Planning	0					
Contract Administration, Construction Management &						
Quality Control	0					
Utility Engineering	0					
Transportation	0					
Storm Water / flood protection	0					
Energy Efficiency - buildings, geothermal, District energy						
systems	0					
Landscaping	0					
GIS	0					
	0	40 =	0.00%	40	0	
3 References - minimum of five						
1						
2						
3						
4						
5						
	0	25 =	0.00%	10	0	
				60	0	



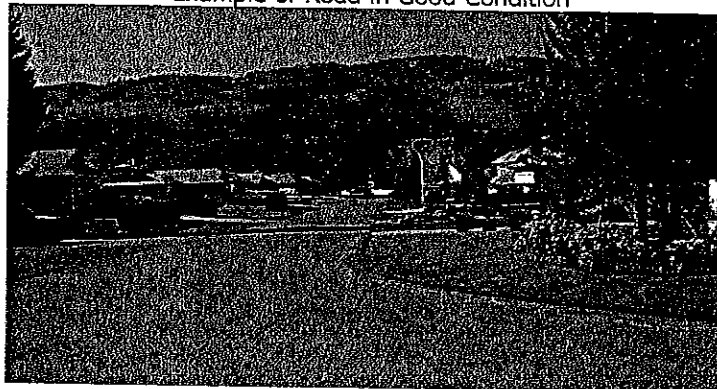
Road Assessment

The Terms of Reference for the Barriere Incorporation Study called for an assessment of the condition of roads within the area proposed for incorporation. Given the resources available to complete this work, an overview-level assessment was completed in September 2006. This work was conducted by a senior engineering technologist with Urban Systems, and entailed the following:

- Drove all roads in the community to get a general sense of road surface conditions, and to calibrate standards as good, fair or poor. These standards reflect the degree to which road surfaces are cracked, subject to depressions (ie. potholes), and affected by rutting along wheel travel routes. The results of this assessment are summarized below, followed by photographs which illustrate good, fair and poor road conditions. Once the road condition rating was established, all roads were visually inspected to determine their condition. The results of this work are shown on the following map.

Barriere Road Condition Overview Assessment (by Urban Systems)														
	Paved KM's of Road					Gravel KM's of Road				Overall Total KM's of Road				
	Good	Good (MOT Resurfacing)	Fair	Poor	Total	Good	Fair	Poor	Total	Good	Good (MOT Resurfacing)	Fair	Poor	Total
Barriere Study Area	11.1	5.2	5.0	4.1	25.5	0.0	2.3	0.9	3.2	11.1	5.2	7.3	5.1	28.7

Example of Road in Good Condition





Example of Road in Fair Condition



Example of Road in Poor Condition



lease and supply, and other general supplies), fire and liability insurance, grants to community organizations, professional fees, election and advertising expenditures, and a contingency.

5.2.2 Road Maintenance

An average annual maintenance cost of \$3,500 per km has been projected. Although this is higher than the average current maintenance expenditures (see Appendix B) provided by the Ministry of Transportation (MOT), this figure is more in line with the experience of other municipalities. With 29km of study area roads that would transfer to municipal jurisdiction, this results in annual road maintenance costs of about \$102,000. There are additional annual maintenance costs of approximately \$8,000 for the Barriere Town Bridge. As a result, total annual road maintenance expenditures are projected to be \$110,000. As the Ministry of Transportation maintains responsibility for road maintenance for an initial five year phase-in period upon incorporation, this expense is not incurred until Year 6, in the multi-year budget.

5.2.3 Capital Expenditures for Roads

Starting in Year 6, an annual allowance of \$150,000 is suggested for annual capital expenditures on roads. The approach taken in determining an annual allowance for capital expenditures on roads can be summarized as follows:

1. Conducted an overview-level analysis of the condition of paved roads within the Barriere area. The results of this analysis are contained in Appendix C.
2. Determined the length of roads which were deemed to be in poor condition. As a general guide, roads in poor condition should be resurfaced within the next 5 – 7 years, those in fair condition within the next 7 – 15 years, and those in good condition need not be resurfaced for in excess of 15 years. Within the study area, it was determined that approximately 5 km of road are in poor condition. It should be noted that these are mainly low-use local roads, and there may be some flexibility in the general timelines stated above.
3. Estimated the cost of resurfacing roads. Based on market conditions prevalent in 2006, an allowance of \$150,000 to \$200,000 per kilometer is suggested
4. Estimated the total cost of resurfacing roads which are deemed to be in poor condition. Using the information provided above (5 km of road at \$150,000 to \$200,000 per km), an estimate of \$750,000 to \$1 million was derived.

7.0 VARIABLE FACTORS

7.1 Overview

As discussed, the tax impacts in Section 6 will vary depending on decisions made by a municipal Council relating to service levels, budget priorities, and tax policies. In addition to these, there are a number of other factors that could impact the financial analysis in this study. These include the following.

7.2 Future Capital Spending on Roads

As discussed previously, the generalized multi-year budget builds a reserve over the first five years of incorporation. This reserve is then expended over the next nine years, to cover the capital expenditures required to resurface Barriere roads over this period. By Year 14 of incorporation, in the scenario that has been developed for the purposes of this study, the roads capital reserve will be exhausted. At this time, tax rates would either increase to support continued capital spending on roads, the municipality could pursue grant monies to offset potential tax increases, or the municipality could slow down the level of investment in capital roads projects, in order to minimize potential tax rate increases.

7.3 Gas Tax Revenue-Sharing

An incorporated Barriere would be eligible for guaranteed Gas Tax Revenue-Sharing funds of approximately \$73,000 in 2008/2009 and \$122,000 in 2009/2010. The federal government recently extended its commitment to this program for another four years beyond 2010. If a significant proportion of funding could be used to help offset capital roads expenditures, Barriere's municipal purposes tax rate may be significantly reduced. Nevertheless, as it is expected that most gas tax revenues would be used for new capital projects that have not been identified in this study, it is unlikely that this impact would be reflected in the multi-year budget that has been prepared. As outlined previously, capital projects using gas tax revenues are intended to help meet sustainability targets, such as decreasing Greenhouse Gas emissions, and providing cleaner air and water.

7.4 Phase-In Period for Tax Rate Adjustments

The projected multi-year budget assumes that the tax rate increases attributed to incorporation would apply immediately. However, it is possible that a new Council could phase in tax rate increases over a number of years. This would produce fewer surplus dollars in the early years of incorporation, and as a result, there would be fewer dollars available to put into reserves. The

Barriere Area Road Maintenance Costs						
Number	Road Name	Length	Summer	Winter	Combined Cost	Avg /KM Cost
525	AGATE BAY	6.261	4	C	\$28,544.53	\$4,559.10
526	AGATE BAY ACCESS	0.045	6	D	\$125.03	\$2,778.40
535	AIRFIELD RD	1.000	5	C	\$4,027.80	\$4,027.80
540	ALBERT LANE	0.083	8	F	\$0.00	\$0.00
590	ANNESTY	0.238	6	D	\$661.26	\$2,778.40
605	ARMOUR	0.087	5	D	\$315.68	\$3,628.48
662	BANNISTER	0.162	6	D	\$450.10	\$2,778.40
670	BARKLEY	0.468	5	C	\$1,885.01	\$4,027.80
690	BARRIERE BUSINESS	0.129	3	C	\$662.62	\$5,136.60
697	BARRIERE LAKES	1.991	4	C	\$8,019.35	\$4,027.80
708	BARRIERE TOWN	3.855	3	C	\$19,801.59	\$5,136.60
715	BARTLETT	0.188	6	D	\$522.34	\$2,778.40
817	BIRCH LANE	1.325	6	D	\$3,681.38	\$2,778.40
909	BORTHWICK AVENUE	0.329	6	C	\$1,045.47	\$3,177.72
945	BRADFORD	0.457	5	C	\$1,840.70	\$4,027.80
1121	CARLSTROM	0.202	6	F	\$278.11	\$1,376.76
1160	CHIP	0.200	8	D	\$280.33	\$1,401.64
1255	CONNER	0.688	5	C	\$2,771.13	\$4,027.80
1290	CORRIGAN	0.100	8	F	\$0.00	\$0.00
1318	CREEKSIDE RD	0.400	6	D	\$1,111.36	\$2,778.40
1330	CREST	0.200	8	F	\$0.00	\$0.00
1436	DEEJAY	0.732	5	C	\$2,948.35	\$4,027.80
1553	DIXON CREEK	7.412	5	C	\$29,854.05	\$4,027.80
1560	DIXON MOUNTAIN	2.023	6	C	\$6,428.53	\$3,177.72
1562	DIXON-SARGENT CREEK	0.500	6	F	\$688.38	\$1,376.76
1651	DUNN LAKE	1.272	5	C	\$5,123.36	\$4,027.80
1654	DUNSMUIR	0.685	6	C	\$2,176.74	\$3,177.72
1719	ELLIS LANE	0.116	8	F	\$0.00	\$0.00
1856	FOUQUET	0.111	5	C	\$447.09	\$4,027.80
1964	GENIER	0.184	6	D	\$511.23	\$2,778.40
1967	GENIER LAKE	2.820	6	D	\$7,835.09	\$2,778.40
1985	GIBBS	0.313	5	C	\$1,260.70	\$4,027.80
1990	GILBERT DRIVE	0.574	6	C	\$1,824.01	\$3,177.72
2003	GLENACRE	1.095	6	C	\$3,479.60	\$3,177.72
2009	GLENGROVE PLACE	0.290	7	D	\$722.67	\$2,491.96
2010	GLENGROVE	3.471	5	C	\$13,980.49	\$4,027.80
2012	GLENTANNA	0.199	6	D	\$552.90	\$2,778.40
2030	GORDON CREEK	2.000	7	D	\$4,983.92	\$2,491.96
2082	GRAY PLACE	0.095	6	D	\$263.95	\$2,778.40
2101	GREENWOOD	0.090	8	F	\$0.00	\$0.00
2135	HAGGARD	0.506	6	D	\$1,405.87	\$2,778.40
2144	HAIGH	0.301	6	D	\$836.30	\$2,778.40
2162	HALL	0.429	6	D	\$1,191.93	\$2,778.40
2255	HART	0.185	6	D	\$514.00	\$2,778.40
2517	JACKPINE DRIVE	0.270	8	F	\$0.00	\$0.00
2631	KAMLOOPS STREET	0.382	6	D	\$1,061.35	\$2,778.40
2706	KIVI CRESCENT	0.120	6	D	\$333.41	\$2,778.40
2899	LEONIE CREEK	1.002	6	D	\$2,783.96	\$2,778.40

Number	Road Name	Length	Summer	Winter	Combined Cost	Avg /KM Cost
2926	LILLEY	0.243	5	C	\$978.76	\$4,027.80
2960	LODGEPOLE RD	0.322	6	D	\$894.64	\$2,778.40
2996	LOUIS	0.300	8	F	\$0.00	\$0.00
3000	LOUIS CREEK	1.125	5	C	\$4,531.28	\$4,027.80
3134	McLEAN	0.467	6	D	\$1,297.51	\$2,778.40
3207	MacKENZIE LANE	0.100	8	F	\$0.00	\$0.00
3250	MARSHALL LANE	0.154	8	F	\$0.00	\$0.00
3310	MILL	0.200	8	F	\$0.00	\$0.00
3376	MOUNTAIN	1.602	6	C	\$5,090.71	\$3,177.72
3438	NELSON	0.200	7	D	\$498.39	\$2,491.96
3447	NEWBERRY	0.144	6	D	\$400.09	\$2,778.40
3525	NORTH	1.105	6	D	\$3,070.13	\$2,778.40
3593	ORIOLE WAY	0.809	6	D	\$2,247.73	\$2,778.40
3634	PARADISE LAKE	0.600	7	D	\$1,495.18	\$2,491.96
3650	PARK	0.078	7	D	\$194.37	\$2,491.96
3724	PETERSON-BETTS	3.532	6	D	\$9,813.31	\$2,778.40
3816	POWER	1.862	6	C	\$5,916.91	\$3,177.72
3935	RAILWAY AVENUE	0.794	6	D	\$2,206.05	\$2,778.40
4074	ROBIN DRIVE	0.609	5	C	\$2,452.93	\$4,027.80
4170	RUSSELL STREET	0.170	6	C	\$540.21	\$3,177.72
4204	SALLE LANE	0.104	8	F	\$0.00	\$0.00
4205	SALLE	0.182	6	D	\$505.67	\$2,778.40
4244	SARGENT CREEK	0.347	7	D	\$864.71	\$2,491.96
4253	SAUL	0.095	6	D	\$263.95	\$2,778.40
4279	SAWMILL	0.500	8	F	\$0.00	\$0.00
4385	SHAVER	0.107	6	D	\$297.29	\$2,778.40
4403	SHOOK	0.414	6	D	\$1,150.26	\$2,778.40
4484	SPRUCE CRESCENT	0.735	6	D	\$2,042.12	\$2,778.40
4503	STAINES	0.196	6	D	\$544.57	\$2,778.40
4530	STATION	0.497	5	C	\$2,001.82	\$4,027.80
4575	STONE	0.396	6	D	\$1,100.25	\$2,778.40
4600	SUMMER	0.172	6	D	\$477.88	\$2,778.40
4611	SUMMERS	0.076	6	D	\$211.16	\$2,778.40
4905	VISTA POINT	1.969	6	D	\$5,470.67	\$2,778.40
5018	WESTSYDE	1.548	4	C	\$6,235.03	\$4,027.80
5091	WOLSEY	0.782	6	C	\$2,484.98	\$3,177.72
5110	YARD	0.700	5	C	\$2,819.46	\$4,027.80
	TOTAL	68.821			\$139,110.03	\$2,021.33

Bridge Maintenance Costs for Barriere				
Number	Structure			Total Cost
257	Barriere Town			\$7,567.58

Note: Road maintenance expenditures provided by MOT are for the Barriere area in general, and they do not precisely reflect the total length of road that would be maintained by a new municipality. Appendix B details the length of road that would be maintained by a new municipality.

Wayne Vollrath

From: Brock Nanson [bnanson@ctqconsultants.ca]
Sent: Friday, December 18, 2009 2:26 PM
To: Wayne Vollrath
Subject: Re: Road Assessment
Attachments: bnanson.vcf

Hi Wayne,

OK, then I can see this going in one of two ways... or more likely, a combination of the two:

1. You have a report already and simply want it updated to describe the present state of roads, using the level of effort provided previously.
2. You would like a report that determines what roads need to be upgraded/repared with an explanation of why, and how this should best be accomplished.

As you note, it is generally cheaper to overlay than let the road fall apart to the point of needing complete replacement. Damage snowballs as potholes appear and get pounded larger. However, if the road is failing because the materials below are inadequate, or there is a drainage problem with the soils, overlaying would only buy you more time, not solve the problem.

I suggest that you go with this in two parts:

1. An update of the report you already have, with comments made about possible causes of deterioration or damage noted.
2. Using the information provided in the updated report, commission the necessary testing to determine the causes of the damage (water, thin asphalt and/or structure etc.)

The second report would provide the recommendations you'll need to come up with a repair program that doesn't simply toss good money after bad.

We can look after Part 1 for you for \$4,000. This assumes that the previous report will be made available so that we can comment on how trouble spots have fared over the intervening years. The report would contain a map of the roads and an itemized list of problem areas with photographs. Comments as to the probable causes of the failures would also be noted.

I trust this is what you're looking for?

Regards,

Brock

Wayne Vollrath wrote:

Hi Brock,

12/18/2009



Engineering - Geomatics - Planning

December 15, 2009

File No. 030300429P

District of Barriere
PO Box 219, 4936 Barriere Town Road
Barriere, BC VoE 1E0
Ph: (250) 672-9751
E-mail: wvollrath@districtofbarriere.com

Attn: Wayne Vollrath, CAO

**RE: District of Barriere Roads Assessment and Cataloging
PROPOSAL TO PROVIDE ENGINEERING SERVICES**

Thank you for contacting Focus Corporation ("Focus") with regard to the above noted project. We are pleased to provide our proposed Engineering Services Agreement for consulting and professional services.

PROJECT UNDERSTANDING

From recent correspondence, we understand that the District of Barriere is looking to upgrade their existing municipal roads inventory database.

A new visual inspection and assessment of all the District's roads is to be undertaken, followed by the creation of a detailed database outlining the condition of the roads. The database would be utilized for the following purposes:

- Written and mapped inventory of Barriere's existing road infrastructure
- Identify timelines and methods for the maintenance and renewal of District roads to minimize the long-term expenditure of maintenance funds
- Prioritize projected road maintenance based on the community's needs, taking efficiencies into consideration

We understand that an existing cursory road condition inventory is available and would be provided to Focus should we be engaged to perform the work.

ENGINEERING SERVICES

With the acceptance of this proposal, the agreement shall be as follows:

The District of Barriere ("the Client") will retain Focus to:

- Perform a detailed visual inspection of Barriere's approximately 25.4 km of paved roads and 3.1 km of gravel roads
- Prepare a road conditions matrix, identifying the condition of Barriere's roads identified above
- Prioritize future road maintenance/renewal based on the importance of each road, its present condition, and the anticipated costs of the renewal work
- Further prioritize future road maintenance/renewal based on the time vs. cost relationship for each section that is anticipated to require renewal

and Focus agrees to provide these services to the Client .

PROJECT TEAM AND RATES

The Project Team and their associated rates we propose for this assignment consists of the following key members:

Project Manager	Mike Wolfson, PEng	\$105
Senior Technologist	Loris Pellizzon, ASCT	\$95
CAD Technologist	Rob Howell	\$110
Administrator	Marilee I. Fletcher	\$90

The visual road assessment, analysis and database preparation is to be performed by Loris Pellizzon, who performed this service for many years for the City of Kamloops. His experience and expertise in this area will prove an extremely valuable asset to the undertaking of the work.

FEES & DISBURSEMENTS – FIXED FEE

For the engineering services described above, we propose a **Lump Sum Fee of \$13,000.00 including disbursements**, plus G.S.T. Hourly rates for personnel involved in the project will be as per 2010 Fee Schedule. Any work beyond 2010 will be subject to a new rate schedule to be approved by the Client.

Disbursements to be charged include the following:

- Equipment charges
- Deliveries, courier, postage
- Document reproduction
- Vehicle mileage
- Travel expenses
- Plotting of drawings

FOCUS

The Client may, during the course of the project, without invalidating this agreement, make changes in the scope of services to be provided by Focus. Additional services as requested will be provided at hourly rates as set out above and the schedule will be changed as is reasonably necessary to allow for the changes in the scope of services.

It should be noted that the services provided and the associated fees for this project do not include the following:

- Geotechnical assessment or testing of road structure
- Design of any roadworks

SCHEDULE

We anticipate that the visual inspection of the road would take place in the Spring of 2010 after the snow has melted. Approximately three to six weeks would be required to prepare the database following the commencement of the visual inspection.

GENERAL PROVISIONS

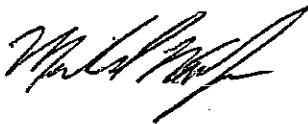
The terms of agreement for the provision of engineering services are set out in this proposal and in Terms of Engagement as appended to this proposal.

If the Client accepts Focus' offer to provide engineering services, then this proposal and the Terms of Engagement constitute the entire agreement between the parties respecting the project and no understandings or agreements, oral or otherwise, exist between the parties except as expressly set out herein.

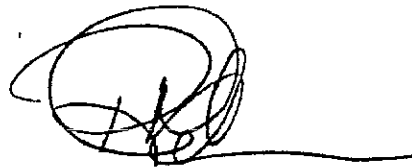
We thank you again for the opportunity to propose our services and we look forward to working with you.

Sincerely,

FOCUS CORPORATION



Mike Wolfson, P.Eng.
Project Manager



Rick McCallum
Thompson-Okanagan Regional Manager

ACCEPTANCE OF PROPOSAL

The Client accepts Focus' offer to perform the services on the terms and conditions noted in this proposal and the Terms of Engagement by signing and returning a copy of this proposal to Focus.

District of Barriere

Date

FOCUS

TERMS OF ENGAGEMENT

1. GENERAL

Focus Corporation ("Focus") shall render the Services, as specified in this proposal, to the Client for this Project in accordance with the following terms of engagement. Each party shall designate a representative who is authorized to act on behalf of that party and receive notices under this Agreement.

Focus will confirm in writing before proceeding with additional services as required by the client. Rates will be either hourly or on a task specific basis.

2. COMPENSATION

Fees for Services provided are due and payable upon invoicing. Accounts in excess of 30 days from date of invoice are surcharged with carrying charge interest at 2% per month, compounded monthly (26.8% per annum) on overdue amounts. Obtaining agency approvals is not a prerequisite for payment for Services rendered.

3. TERMINATION

Either party may terminate this engagement without cause upon thirty (30) days' notice in writing. On termination by either party under this paragraph, the Client shall forthwith pay to Focus all charges for the Services performed, including all expenses and other charges incurred by Focus for this Project.

If either party breaches this engagement, the non-defaulting party may terminate this engagement after giving seven (7) days' notice to remedy the breach. On termination by Focus under this paragraph, the Client shall forthwith pay to Focus all charges for the Services performed to the date of termination, including all fees and charges for this Project.

4. ENVIRONMENTAL

Focus' field investigation, field testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater. Focus will cooperate with the Client's environmental consultant.

5. PROFESSIONAL RESPONSIBILITY

In performing the Services, Focus will provide and exercise the standard of care, skill and diligence required by customarily-accepted professional practices and procedures normally provided in the performance of the Services contemplated in this engagement, at the time when, and in the location which, the Services are performed.

6. INSURANCE

As required under the policies of the Association of Professional Engineers and Geoscientists of BC, Focus hereby informs the Client that they carry Professional Liability insurance with ENCON Insurance Managers Inc. and General Liability insurance with Continental Casualty Company.

7. LIMITATION OF LIABILITY

Focus shall not be responsible for:

- (a) The failure of a contractor, retained by the Client, to perform the work required in the project in accordance with the applicable contract documents;
- (b) The design of, or defects in, equipment supplied or provided by the Client for incorporation into the Project;
- (c) Any cross-contamination resulting from subsurface investigations;
- (d) Any damage to subsurface structures and utilities which were identified and located by the Client;
- (e) Any Project decisions made by the Client if the decisions were made without the advice of Focus, or contrary to, or inconsistent with, Focus' advice;
- (f) Any consequential loss, injury or damages suffered by the Client, including, but not limited to, loss of use, earnings and business interruption;

- (g) The unauthorized distribution of any confidential document or report prepared by or on behalf of Focus for the exclusive use of the Client.

For the purposes of the limitation of liability provisions contained in the Agreement of the parties herein, the Client expressly agrees that it has entered into this Agreement with the Consultant, both on its own behalf and as agent on behalf of its employees and principals.

The Client expressly agrees that the Consultant's employees and principals shall have no personal liability to the Client in respect of a claim, whether in contract, tort and/or any other cause of action in law. Accordingly, the Client expressly agrees that it will bring no proceedings and take no action in any court of law against any of the Consultant's employees or principals in their personal capacity.

The total amount of all claims the Client may have against Focus under this engagement, including, but not limited to, claims for negligence, negligent misrepresentation and breach of contract, shall be strictly limited to the extent of the Focus fees under this agreement, such liability, shall not exceed the total fee charged to the Client. No claim may be brought against Focus in contract or tort more than two (2) years after the Services were completed or terminated under this engagement.

8. DOCUMENTS

All of the documents, including digital information, prepared by Focus or on behalf of Focus in connection with the Project are instruments of service for the execution of the Project. Focus retains the property and copyright in these documents, whether the Project is executed or not. These documents may not be used on any other project without the prior written agreement of Focus.

In the event the Client furnishes Focus with any documents, information, surveys, and reports, Focus shall be entitled to rely on their accuracy and completeness. Any contracts for the provision of such documents, information, surveys, and reports shall be considered direct contracts with the Client unless explicitly provided otherwise.

9. FIELD SERVICES

Where applicable, field services recommended for the Project are the minimum necessary in the sole discretion of Focus, to observe whether the work of a contractor retained by the Client is being carried out in general conformity with the intent of the Services. Any reduction from the level of Services recommended will result in Focus providing modified certifications for the work.

10. DISPUTE RESOLUTION

If requested in writing by either the Client or Focus, the Client and Focus shall attempt to resolve any dispute between them arising out of or in connection with this agreement by entering into structured, non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. If a dispute cannot be settled within a period of thirty (30) calendar days with the mediator, the dispute shall be referred to and finally resolved by arbitration under the rules of procedure of the British Columbia International Commercial Arbitration centre.

DEC 29 2009



December 22, 2009

Proposal

District of Barriere
Box 219, 4936 Barriere Town Road
Barriere, B.C.
V0E 1E0

Attention: Wayne Vollrath, C.A.O.

Dear Sir:

RE: *District of Barriere – Municipal Roadway Assessment*

TRUE Consulting Group (TRUE) understands that the District of Barriere would like to complete a detailed assessment of its municipal road network. We understand that a cursory review of the existing roadway conditions was completed recently, however the District would like to complete a more detailed assessment of its infrastructure in order to identify and strategically implement future improvements.

TRUE Consulting Group appreciates the opportunity to prepare this letter proposal for the District of Barriere. TRUE has technical personnel based from its Kamloops office that are experienced in the assessment of municipal roadway infrastructure. As such, we feel that we are qualified to complete this assessment on behalf of the District.

It is our understanding that the District of Barriere's road inventory consists of a total length of 30 km and that this inventory includes paved and gravel surfaced roads.

In order to complete this assignment, TRUE's technical personnel would conduct a visual assessment of each road segment within the District's boundary. The visual assessment and observation would involve the following components:

- Surface Conditions
- Drainage
- Distortion
- Sub-base Conditions
- Deterioration
- Overall Riding Quality

Upon completion of the field assessment works, TRUE would summarize its findings in an inventory report. The report would include a list of all roadway assets and associated characteristics based on filed observations. The report would also identify the Useful Life Remaining for each aspect of the District's road network. The estimated useful life remaining of each road segment would be calculated on the basis of the road classification and the road conditions (pavement serviceability rating).

.../2

The proposed inventory report would also identify the estimated replacement cost for each segment. Road network replacement costs would be calculated based on current square metre costs and current unit prices for sidewalk, curb, gutter, etc.

TRUE's estimated consulting costs/fees associated with this project is \$7,800 + GST in accordance the following summary of estimated fees and disbursements.

Field Assessment

Senior Technician:	24 hrs @ \$95/hr	= \$2,280
Junior Technician:	24 hrs @ \$70/hr	= \$1,680
Disbursements (travel): allowance		= <u>\$340</u>
Subtotal: Field Assessment		= \$4,300

Project Reporting

Professional Engineer:	8 hrs @ \$100/hr	= \$800
Senior Technician:	24 hrs @ \$95/hr	= \$2,280
Clerical:	8 hrs @ \$55/hr	= <u>\$440</u>
Subtotal: Reporting		= \$3,500

Total Fees and Disbursements (excl.GST): = \$7,800

The schedule associated with this project is largely dependent on weather and ground surface conditions. In order to conduct a meaningful assessment of the District's road network, the roadways must be free from snow and ice. Consequently, TRUE's proposed schedule is to commence with road network assessment works as soon as ground conditions permit.

We trust that this proposal adequately communicates our understanding of the District's requirements as it relates to an evaluation of its road network system and addresses specific requirements of the District of Barriere. Please do not hesitate to contact the undersigned should there be any questions regarding this proposal or should additional information be required.

Yours truly,

TRUE CONSULTING GROUP



Dave Underwood, P. Eng.

DU/mb