



August 8, 2022

Town of Yorktown
Town Council
9312 W. Smith Street
Yorktown, IN 47396

RE: General Services Agreement & Town Standards Update

Dear Council Members:

Enclosed please find a new General Services Agreement for On Call Engineering assistance. Our current General Services Agreement with the Town was last executed in 2002. The Agreement has been updated to reflect our current fees and is a mechanism to expedite BF&S's engagement for needed Engineering services on a task order basis. Please review the Agreement and advise or any questions. If all is in order, please execute the Agreement and return a signed copy to Matt Spidel or the undersigned.

As our first task under this Agreement, we understand the Town's Construction Standards need updating. The last update was completed in 2007. BF&S will work with the Drinking Water, Parks, Streets, and Wastewater Departments to bring the Standards up to date. With the increase in development occurring, this update will ensure uniformity for Developers to utilize. We anticipate the effort taking 2 to 3 months based on Yorktown personnel being readily available to work with us in completing the effort.

We propose to perform the Construction Standards update on a Lump Sum basis in the amount of \$15,000. Once again, thank you for the opportunity to work with the Town. If you have any questions or concerns, please contact the undersigned.

Very truly yours,

BUTLER, FAIRMAN and SEUFERT, INC.

John W. Brand, President

Enclosure

Approved by:

Headquarters:

8450 Westfield Blvd., Suite 300
Indianapolis, IN 46240-5920
T 317.713.4615
F 317.713.4616
E bfs@BFSEngr.com
www.BFSEngr.com

Branch Locations:

Fort Wayne
Jeffersonville
Lafayette
Merrillville
Plainfield

Founded 1961

