

**2. SCOPE OF SERVICES:** Requested services include but are not limited to:

A. PROFESSIONAL CONSULTING SERVICES to be provided ~~on an as-needed a project basis,~~ as hereafter stated, which shall include customary and incidental services related to their field of expertise. Services shall include the following:

- I. Provide basic civil engineering design services (described below) on a work order basis as issued by the Community Development Director ~~(no tasks issued shall exceed a monetary threshold of \$50,000.00)~~
- II. Assist the Procurement Officer and other Village Staff in reviewing RFP's, RFB's, as needed.
- III. Assist in review of proposed public works improvements, commercial developments, and subdivisions to verify compliance with the design standards for municipal utilities.
- IV. Provide customary civil and engineering observations as requested by the Community Development Director.
- V. Prepare reports and studies, in the area of Public Works improvements, to include, but not limited to, drainage, roadways, traffic, park systems, snow removal/storage issues, wastewater treatment plant, water systems, and landscaping as well as serving as an expert witness if required.