



**CARBON ENGINEERING Inc.**

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CONSULTING ENGINEERS

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September 29, 2022

Lehighton Borough  
1 Constitution Avenue  
Lehighton, PA 18235

Re: Municipal Engineering Services Proposal

Dear Council Members:

I am writing to formally request that our firm be considered for the position of Lehighton Borough Engineer.

Enclosed is our '2023 Professional Fee Schedule', as well as our 'Current Governmental Client List' that shows our extensive involvement with municipalities in the surrounding area.

We propose to provide engineering services upon request on an as-needed basis. Fees will be based on the attached fee schedule for all services rendered. Plan reviews, financial security administration, and meeting attendance will be invoiced at the 'Professional Engineer' rate. Other activities will be invoiced based upon the individual's rate in our office who performed the work.

We greatly appreciate this opportunity to be considered for the position of the Lehighton Borough Engineer.

Respectfully yours,

R. Michael Tirpak, II, P.E., C.B.S.I.  
President and Principal  
**CARBON ENGINEERING Inc.**

Carbon Engineering, Inc. currently has five (5) professional civil and environmental engineers and one (1) chemical engineer working in our office with a team of engineering technicians, drafters, and administrators to provide support. Our expertise come from many industries, and we are adept at a wide variety of services.

- subdivision and land development
- planning and zoning reviews and ordinance writing
- bridge design, inspection, rating, and permitting
- building and structure design, analysis, and International Building Code (IBC) permitting
- roadway and pavement design and liquid fuels funds administration
- wastewater treatment and collection design and operations, both land applied and waterway discharge
- potable water treatment and distribution system design and permitting
- storm water collection and treatment design and permitting, and MS4 compliance
- erosion and sediment pollution control planning and permitting
- coating systems and corrosion control design and analysis
- oil and gas engineering services
- medical waste treatment design and permitting
- industrial and manufacturing planning, production, and safety
- control systems integration design and oversight
- grant writing and administration
- construction management and inspection

**R. Michael Tirpak II, P.E. C.B.S.I.** owner and president of Carbon Engineering, Inc. began working with his father, Ronald M. Tirpak, the founder of Carbon Engineering, Inc. upon graduating from The Pennsylvania State University. He has held almost every position on the project team including drafter, surveyor, project manager, and principal. His experiences have been in designing, inspecting, preparing contracts, and overseeing the construction, rehabilitation, and operations at municipal and federal bridge projects. Mike has extensive knowledge with industrial and municipal buildings as well as structures and design. His many years of experience include construction and operations at municipal wastewater treatment plants, collection of system potable water treatment and distribution systems, boundary and construction surveys, roadway design, maintenance, construction oversight, and all aspects of municipal engineering.

**Gladys Felix Almonte, P.E.** joined the CEI team in 2022 as an Engineer in Training. She recently obtained her license as a Professional Engineer. She has over 15 years of experience which includes planning, design, and structural inspection of buildings and foundations, roadway construction inspection, water mains, and stormwater drainage.

Gladys is a graduate of the Autonomous University of Santo Domingo, Dominican Republic with a degree in Civil Engineering.

**Michael J. Kukles, P.E.** joined the CEI team in 2022 as a Project Engineer. Michael is a licensed Professional Engineer who brings 20 years of experience as a Project Engineer, Design Engineer, Project Manager, Township Engineer, and Chief of Municipal Engineering. His experience includes stormwater management, subdivision & land development plan reviews, consulting for MS-4 permitting, and providing bid support. He also has experience in construction surveying and inspection services for storm sewers and culverts, roadway improvements, and recreation facilities. Michael has an A.S. in Surveying Technology from the Pennsylvania State University and a B.S. in Structural Design & Construction Engineering Technology from the Pennsylvania State University.

**Joseph Zucofski, P.E.** joined Carbon Engineering in 2018. He is a graduate of The Pennsylvania State University with a B.S. in Architectural Engineering. He brings more than 25 years of experience in land development planning and stormwater management and permitting from working for other consulting firms in the East Central Pennsylvania region. Since joining Carbon Engineering, Joe has worked on planning and zoning reviews and ordinance writing for our municipal clients.

**Bill Everett, P.E.** joined the CEI team in April 2016 as a Project Engineer. Bill is a licensed Professional Engineer who brings over 30 years of experience in various engineering and management positions including, Project Engineer, Project Manager, Engineering Maintenance Manager, Plant Engineer, and Plant Manager. His diverse background has given him hands-on experience in environmental, electrical, and mechanical engineering disciplines.

Bill has an A.S. Degree in Architectural Engineering Technology from Luzerne County Community College and a B.S. degree in Environmental Engineering Technology from The Pennsylvania State University. In addition, Bill has completed work towards his Masters of Business Administration from Wilkes University.

**Rose Chapello** joined Carbon Engineering, Inc. in 2019. Her Bachelor of Science degree in Chemical Engineering from University of Illinois, combined with her hands-on experience in wastewater treatment makes her vital to our water, wastewater, and stormwater project teams. She is also experienced with government permitting processes and codes, grant writing, and has assisted in structural and road construction projects.

**Roy Henninger** joined Carbon Engineering, Inc. in 2015. He received a B.S. in Civil Engineering from The University of Central Florida. Roy has ten years of experience and extensive knowledge in the construction industry. He is also experienced with site grading, PennDOT permit processing, and all phases of project coordination.



## **CURRENT GOVERNMENTAL CLIENT LIST**

### **Berks County**

Tilden Township (1980 to present) (Township Engineer)  
Tilden Township Planning Commission (1980 to present) (Planning Commission Engineer)

### **Carbon County**

Banks Township (1994 to present) (Township Engineer)  
Coaldale-Lansford-Summit Hill Sewer Authority (1984 to present) (Municipal Engineer)  
County of Carbon (1986 to present) (County Engineer)  
Franklin Township (1989 to present) (Township Engineer)  
Lehigh Township (2012 to present) (Township Engineer)  
Lower Towamensing Township (2004 to present) (Township Engineer)  
Mahoning Township Municipal Authority (1998 to present) (Municipal Engineer)  
Nesquehoning Borough Authority (1993 to present) (Authority Engineer)  
Packer Township (1991 to present) (Township Engineer)  
Panther Valley School District (2018 to present) (School District Engineer)  
Summit Hill Borough (1974 to present) (Borough Engineer)  
Summit Hill Water Authority (1985 to 2012 and 2014 to present) (Authority Engineer)  
Towamensing Township (1988 to present) (Township Engineer)

### **Schuylkill County**

East Union Township (2022 to present) (Township Engineer)

### **Susquehanna County**

Dimock Township (2018 to present) (Township Engineer)  
Springville Township (2019 to present) (Township Engineer)  
Tunkhannock Township (2021) (Alternate Township Engineer)



## **2023 FEE SCHEDULE**

<b><u>Classification</u></b>	<b><u>Hourly Rate</u></b>
Professional Engineer / Project Manager	\$104.00
Professional Engineer / Support Engineer I	\$ 96.00
Professional Engineer / Support Engineer II	\$ 92.00
Professional Engineer / Support Engineer III	\$ 89.00
Municipal Professional Engineer	\$110.00
Engineering Technician I	\$ 90.00
Engineering Technician II	\$ 86.00
Engineering Technician III	\$ 80.00
Engineering Technician IV	\$ 72.00
Construction Inspector I	\$ 85.00
Construction Inspector II	\$ 65.00
Field Technician I	\$ 70.00
Field Technician II	\$ 65.00
Field Technician III	\$ 60.00
CAD Technician I / CAD Manager	\$ 70.00
CAD Technician II	\$ 55.00
CAD Technician III	\$ 45.00
Office Administrator	\$ 47.00
Civil Engineer Expert Professional Witness	\$189.00

### **Notes**

1. The term "Professional" is used to identify a position held by a licensed professional engineer.
2. Municipal Professional Engineer services will be billed at the rate above for attending municipal meetings regarding land development and / or subdivisions plans, reviewing land development and / or subdivision plans, and financial security analysis and administration associated with land development plans.
3. Professional Engineer / Project Manager services will be billed at the above rate for professional engineer project management services and complex project tasks performed by a licensed professional engineer.
4. Travel expenses are not charged to the Client unless required in the project scope for federally funded projects or deemed substantial, in which case the Client's prior approval is required.
5. The amount billed for work performed away from CEI's offices is calculated based on the hourly rates listed above from the departure time to the time returning to the office (portal to portal).
6. Core borings, laboratory charges, sub-consultant costs, and other project expenses will be billed at the direct cost. Reproduction costs are billed only when not associated with a project, unless deemed substantial.
7. When required by the Client, living expenses away from the office will be billed at the direct cost.
8. Clerical work will be billed at the above Office Administrator hourly rate.
9. Civil Engineering Expert Professional Witness services will be billed at the above rate for legal testimony, arbitration, depositions, and forensic consultations, analysis, and report preparation.