



**AIA**<sup>®</sup>

# Document G602™ – 1993

## Request for Proposal—Geotechnical Services

PROJECT: *(Name and address)*

DATE:

GEOTECHNICAL ENGINEER

OWNER

ARCHITECT

OWNER: *(Name, legal status and address)*

ATTENTION: *(In Architect's office)*

GEOTECHNICAL ENGINEER: *(Name, legal status and address)*

ARCHITECT: *(Name, legal status and address)*

ARCHITECT'S PROJECT NUMBER:

### REQUEST FOR PROPOSAL

The Owner requests the Geotechnical Engineer to submit to the Owner a proposal for geotechnical investigation and engineering services for the proposed Project at the property described below.

The Geotechnical Engineer shall submit the proposal by attaching hereto (and identifying in Article 10) the material required, and returning three signed copies of this document to the Owner. The Geotechnical Engineer shall include with the proposal a statement defining any proposed deviations from the requirements of this Document, including additions, deletions, exceptions and revisions.

If the Owner accepts the proposal, all three copies of this document will be signed by the Owner; one will be returned to the Geotechnical Engineer and one to the Architect. Upon execution and receipt by both parties, this Document and all attachments listed in Articles 9 and 10 shall form the Agreement between the Owner and the Geotechnical Engineer.

The Geotechnical Engineer shall hold the proposal open for acceptance by the Owner for a period of ( ) calendar days after the date of submittal to the Owner.

### GEOTECHNICAL PROPOSAL

#### ARTICLE 1 GENERAL PROVISIONS

##### § 1.1 Time

Subject to any limitations stated in this proposal, the specified investigation shall be completed and the logs and report(s) delivered to the Owner and the Architect within ( ) calendar days after written authorization to proceed is received, barring circumstances beyond the Geotechnical Engineer's control which force a delay. In such an instance, the Geotechnical Engineer will inform the Owner of the cause of the delay.

##### § 1.2 Compensation

§ 1.2.1 The Geotechnical Engineer shall attach the lump sum fee or rate and price schedule information or both to the proposal. The cost of the geotechnical investigation and engineering services (including the furnishing of all materials, apparatus, labor and any required insurance) for soil and rock boring and other exploration procedures, sampling, field

and laboratory testing, preparing and submitting boring logs and report(s) and providing geotechnical services during construction, shall be based upon the method(s) checked below.

§ 1.2.2 Preconstruction Phase. For Preconstruction Phase services, charges shall be computed:

- In accordance with the Geotechnical Engineer's current attached rate schedule, stating the maximum cost that will be incurred without prior written authorization by the Owner;
- OR
- As otherwise specified below.

§ 1.2.3 Construction Phase. For Construction Phase services, charges shall be computed:

- As specified in Section 1.2.1, above.
- OR
- As otherwise specified below.

If work requested by the Architect pursuant to Article 4 involves additional charges, prior written approval of the Owner shall be obtained prior to proceeding.

### § 1.3 Billing and Payment

§ 1.3.1 Billing for the investigation shall be as checked below:

- To the Owner's address as shown herein, with a copy to the Architect.
- OR
- To the Owner in care of the Architect, in duplicate, at the Architect's office address.

§ 1.3.2 Payment shall be made as follows:  
(Here insert payment provisions.)

### § 1.4 Insurance

§ 1.4.1 The Geotechnical Engineer shall provide a list of all insurance coverages in effect on the date of this proposal. For each coverage, this list shall identify the type of coverage, the name of the insurer, the limit of liability and the date of expiration of the applicable policy(ies). The minimum coverages shall be those required by law.

§ 1.4.2 Unless otherwise specified in Article 8, the Geotechnical Engineer agrees to maintain each insurance coverage specified on the list in effect with identical or greater limits of liability until Substantial Completion of the Project, plus any additional time period specified in Article 8.

§ 1.4.3 Certificates of insurance acceptable to the Owner shall be filed with the Owner prior to the commencement of services and after each renewal date of the policies listed on the certificates. These certificates shall contain a provision that coverages afforded under the policies will not be cancelled until at least thirty days' prior written notice is given to the Owner.

### § 1.5 Qualifications

All work shall be performed by qualified personnel under supervision of a Registered Professional Engineer. All reports shall bear the seal of a Registered Professional Engineer.

### § 1.6 Reports and Logs

Deliver one copy of Geotechnical Report(s) and logs to the Owner and copies thereof to the Architect. It is understood that the Owner, or the Architect on the Owner's behalf, may make and distribute copies of the reports, including boring logs, as necessary in connection with the proposed Project without incurring obligation for additional compensation.

## ARTICLE 2 PROPERTY INFORMATION PROVIDED BY OWNER

### § 2.1 Legal Description:

*(Insert legal description of the property.)*

### § 2.2 Common Description:

*(Insert property name and address.)*

### § 2.3 Property Lines and Access

Property lines and means of access are shown on the attached drawings and identified in Article 9. Site access is provided by the arrangement checked below:

- The Owner has title to this property and the right of entry for this subsurface investigation.
- The Owner has secured permission from the present owner and tenant for entry to the property for this subsurface investigation, subject to the following conditions:

The present owner:

The present tenant:

Other conditions:

- The Geotechnical Engineer shall contact the following person(s) in order to schedule site access and make necessary arrangements.  
*(Insert names, addresses and telephone numbers, if any.)*

- Other: *(Specify)*

## ARTICLE 3 PROJECT INFORMATION

§ 3.1 Materials have been attached in accordance with the options checked below and identified in Article 9.

§ 3.1.1 Preliminary Investigation and Report. Prior to commencing building design, a preliminary analysis is required. Project information is limited to:

- A site plan showing building locations being considered.
- A general description of the building type being considered, provided as an attachment hereto.
- Other: *(Specify)*

§ 3.1.2 Design Investigation and Report. The Design Investigation and Report shall include:

- A site plan showing property lines, means of access to the site, proposed outline and location of the building(s).
- Information regarding existing structures which may be affected by the proposed construction.
- Other: *(Specify)*

## ARTICLE 4 SAMPLING AND TESTING

### § 4.1 Benchmarks

Benchmarks shall be established as checked below:

- Benchmark elevation, \_\_\_\_\_ feet, located \_\_\_\_\_, shall be used as reference for ground elevations.
- The Geotechnical Engineer shall establish a benchmark at the site, record its location, and reference its elevation to:
  - National Vertical Geodetic Datum (NVDG) 1929.
  - OR
  - Official town datum.
  - OR
  - Other: *(Specify)*

### § 4.2 Borings

§ 4.2.1 The location and depth of the borings proposed by the Geotechnical Engineer shall be shown on a sketch accompanying the Geotechnical Engineer's proposal. If the Geotechnical Engineer finds it necessary to change the location or depth of any of these proposed borings, the Architect shall be notified and a new location or depth shall be agreed upon between the Architect and the Geotechnical Engineer.

§ 4.2.2 If unusual conditions are encountered, including but not limited to unanticipated materials which cannot be penetrated by standard sampling equipment, the Geotechnical Engineer shall immediately consult with the Architect.

§ 4.2.3 The Geotechnical Engineer shall advise the Architect as to any further exploration and testing required to obtain information that the Geotechnical Engineer requires for a professional interpretation of subsoil conditions at the building site and shall perform such additional work as authorized by the Owner after consultation with the Architect. The extent of exploration undertaken shall be consistent with the scope of the Project as indicated by the information given above and by any drawings attached hereto.

#### § 4.3 Drilling and Sampling Methods

§ 4.3.1 Unless otherwise stipulated, drilling and sampling will be performed in accordance with current applicable ASTM (American Society of Testing and Materials) standards and other standards, including, but not limited to ASTM standards D1586, D1587 and D2113.

§ 4.3.2 The samples shall be preserved and field logs prepared either by a Geotechnical Engineer or by an experienced soils technician acting under the supervision of a Geotechnical Engineer.

#### § 4.4 Protection of Property

The Geotechnical Engineer shall contact the Owner and all utility companies for information regarding buried utilities and structures, shall take all reasonable precautions to prevent damage to property both visible and concealed, and shall reasonably restore the site to the condition existing prior to the Geotechnical Engineer's entry. Such restoration shall include, but not be limited to, backfilling of borings, patching of slabs and pavements, and repair of lawns and plantings. Each boring should be temporarily plugged, pending additional groundwater readings. At the completion of the groundwater readings, the borings shall be permanently plugged, including patching of slabs and pavements.

### ARTICLE 5 REPORTS

#### § 5.1 Format

All segments of the reports covering the investigations and analyses shall be made on white paper, 8 1/2 x 11 inches, suitable for photocopying, and shall be bound in booklet form.

#### § 5.2 Field and Laboratory Reports

The Geotechnical Engineer shall prepare reports in accordance with the items checked below:

- § 5.2.1 All data required to be recorded according to the ASTM standards or other standard test methods employed shall be obtained, recorded in the field and referenced to boring numbers; soil shall be classified in the field logs in accordance with applicable ASTM standards and other standards, including, but not limited to, ASTM standard D2488, but the classification for final logs shall be based on field information, plus results of tests, plus further inspection of samples in the laboratory by the Geotechnical Engineer preparing the reports.
- § 5.2.2 Include with the report a chart illustrating the soil classification criteria and the terminology and symbols used on the boring logs.
- § 5.2.3 Identify the ASTM standards or other recognized standard sampling and test methods utilized.
- § 5.2.4 Provide a plot plan giving dimensioned locations of test borings.
- § 5.2.5 Provide vertical sections for each boring plotted and graphically presented showing number of borings, sampling method used, date of start and finish, surface elevations, description of soil and thickness of each layer, depth to loss or gain of drilling fluid, hydraulic pressure required or number of blows per foot (N value for each sample) and, where applicable, depth to wet cave-in depth to artesian head, groundwater elevation and time when water reading was made and presence of gases. Note the location of strata containing organic materials, wet materials or other inconsistencies that might affect engineering conclusions.
- § 5.2.6 Describe the existing surface conditions and summarize the subsurface conditions.
- § 5.2.7 Provide appropriate subsurface profiles of rock or other bearing stratum.
- § 5.2.8 Estimate potential variations in elevation and movements of subsurface water due to seasonal influences.
- § 5.2.9 Report all laboratory determinations of soil properties.

- § 5.2.10 Other: *(Specify)*

### § 5.3 Disposition of Samples

After all laboratory tests have been completed, dispose of samples as checked below:

- Discard.
- Ship to the Architect's office, or other location, as directed.
- Retain at the Geotechnical Engineer's office, and remain open to inspection
- until the end of the Bidding or Negotiation Phase.
- OR
- until foundation installation is complete.
- Other: *(Specify)*

## ARTICLE 6 FOUNDATION ENGINEERING EVALUATION AND RECOMMENDATIONS

§ 6.1 The Geotechnical Engineer shall analyze the information developed by investigation or otherwise available to the Geotechnical Engineer, including those aspects of the subsurface conditions which may affect design and construction of proposed structures, and shall consult with the Architect on the design and engineering requirements of the Project. Based on such analysis and consultation, the Geotechnical Engineer shall submit a professional evaluation and recommendations for the necessary areas of consideration including, but not limited to, the items checked below:

- § 6.1.1 Foundation support of the structure and slabs, including bearing pressures, bearing elevations, foundation design recommendations and anticipated settlement.
- § 6.1.2 Anticipation of, and management of, groundwater for design of structures and pavements.
- § 6.1.3 Lateral earth pressures for design of walls below grade, including backfill, compaction and subdrainage, and their requirements.
- § 6.1.4 Soil material and compaction requirements for site fill, construction backfill, and for the support of structures and pavements.
- § 6.1.5 Subgrade modules for design of pavements or slabs.
- § 6.1.6 Temporary excavation and temporary protection, such as excavation sheeting, underpinning and temporary dewatering systems.
- § 6.1.7 Stability of slopes.
- § 6.1.8 Seismic activity.
- § 6.1.9 Frost penetration depth and effect.
- § 6.1.10 Analysis of the effect of weather or construction equipment or both on soil during construction.

- § 6.1.11 Analysis of soils to ascertain presence of potentially expansive, deleterious, chemically active or corrosive materials or conditions, or presence of gas.
- § 6.1.12 Evaluation of depth of material requiring rock excavation and methods of removal.
- § 6.1.13 Other:  
*(Describe special requirements, such as specification clauses, for the items designated above.)*

#### ARTICLE 7 CONSTRUCTION PHASE SERVICES

*(Herein describe geotechnical services to be provided during various contractor operations.)*

#### ARTICLE 8 ADDITIONAL REQUIREMENTS

*(Describe any additional requirements specific to this Project.)*

#### ARTICLE 9 ATTACHMENTS BY OWNER

*(Identify and attach drawings as described in Sections 2.2 and 3.1, and any other documents that are incorporated by reference below.)*

##### § 9.1

§ 9.2

§ 9.3

**ARTICLE 10 ATTACHMENTS BY GEOTECHNICAL ENGINEER**

*(Identify and attach any other terms or conditions, accompanying sketches and any other documents that are incorporated by reference below.)*

§ 10.1

§ 10.2

§ 10.3

**ARTICLE 11 SUBMISSION OF PROPOSAL**

By signing this document, the Geotechnical Engineer represents that all appropriate attachments and additions have been made and that any proposed deviations from the requirements of the Owner's request have been clearly identified.

\_\_\_\_\_  
GEOTECHNICAL ENGINEER *(Signature)*

\_\_\_\_\_  
PROPOSAL DATE *(Month, day and year)*

\_\_\_\_\_  
*(Printed name and title)*

\_\_\_\_\_

Init.

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**ARTICLE 12 ACCEPTANCE OF PROPOSAL**

By signing this document, the Owner accepts the Geotechnical Engineer's proposal, including all attachments listed in Articles 9 and 10 that henceforth shall form the Agreement between the Owner and the Geotechnical Engineer.

\_\_\_\_\_  
OWNER (Signature)

\_\_\_\_\_  
ACCEPTANCE DATE (Month, day and year)

\_\_\_\_\_  
(Printed name and title)

**CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.**

Sample