

February 2, 2022

Mr. Barry Calhoun  
City of Bay City  
1217 Avenue J  
Bay City, Texas 77414

Re: Proposed Storm Sewer Improvements, Hamman Road Phase 1b Revised  
Holly Lane from Belegarde Drive to Hamman Road, Hamman Road from Holly Lane to the Apartment Complex, and Hamman Road Between Chateaux Drive and Cottonwood Creek  
Bay City, Texas

Dear Mr. Calhoun:

We appreciate the opportunity to present this proposal for the site civil engineering and surveying services in connection with the above referenced project.

#### **Project Understanding**

We understand that the City intends to alleviate sheet flow flooding in the area south of Hamman Road, between Holly Lane and Cottonwood Creek. Due to budget constraints, this will be done in multiple phases to attenuate flooding during smaller storm events to try and bring some relief to the area. Phase 1b Revised will include construction of a new storm sewer and inlets from Chateaux Drive to Cottonwood Creek along Hamman Road and construction of a new storm sewer and inlets from Belegarde Drive to Hamman Road along Holly Lane and from Holly Lane to the apartment complex along Hamman Road. Based on our understanding of your project, the review and approval process, and the site characteristics, we prepared the following Scope of Services and fee proposal for your consideration.

#### **Scope of Services & Proposed Fee**

Based on our understanding of your project, the review and approval process, and site characteristics, we have prepared the following scope of services and fee proposal for your consideration.

##### **I. Surveying Services**

- A. Topographic Survey** – We will perform an on-the-ground topographic survey to establish existing ground elevations and locate visible improvements. Vertical control will be based on the NAVD 88 datum. Using the survey data, we will prepare a topographic map of the property showing elevation and improvements within the ROW. We will prepare metes and bounds and an exhibit for an apartment complex easement that will be needed for the project.

**Lump Sum = \$24,000.00**

## **II. Engineering Services**

- A. Design Services** – Engineering services include a design package for submittal to the City of Bay City for approval. Our services include preparation of construction drawings and specifications for the inlet, storm sewer and pavement replacement.

**Lump Sum = \$64,000.00**

- B. Bidding Services** – Bidding services include preparation of bidding documents, engineer's estimate and invitation to bid. JC will place bidding documents on CIVCAST and provide an invitation to the City Secretary for placement in the newspaper. JC will attend a pre-bid, bid opening, and prepare a recommendation of award for the City.

**Lump Sum = \$11,000.00**

- C. Construction Management Services** – Construction phase services for this project include submittal reviews, pay estimate reviews, periodic (3 times a week) inspections, final inspection and punch list preparation.

**Lump Sum = \$18,000.00**

## **Schedule**

Once authorized to commence work on the project we have the following comments:

- The topographic survey will be completed approximately three (3) weeks after receiving authorization to proceed.
- The engineering design will be completed approximately eight (8) weeks after the topographic survey is complete.
- The bidding and construction phase of this project are dependent on easement acquisition by the City.

## **Special Considerations**

1. JC shall perform the above scope based on a geotechnical study furnished by the Client sufficient for the pavement and utility design for the project including a written report of findings. If requested, JC can forward a list of several firms we worked with in the past that provide these services.
2. JC shall not be involved in the construction phase of the project except to the extent necessary to interpret the intent of the plans via telephone, mail, or fax. Construction phase services, including pay estimates, site visits, or other services desired by the Client, may be provided by JC on an hourly basis as an additional service to this contract.
3. Any review, platting, or permit fees associated with the project shall be paid by the Client, or if paid by JC, shall be considered a reimbursable expense, not included in any lump sum or not-to-exceed fees proposed.

4. Hourly Services shall be provided in accordance with the enclosed Schedule of Hourly Rates.
5. Reimbursable expenses, including outside services not performed by JC personnel, shall be provided in accordance with the enclosed Schedule of Reimbursable Expenses. These services typically include deed research, reproduction for bidding and construction, deliveries, and construction materials testing.
6. This proposal shall be subject to the enclosed General Conditions of Agreement.
7. City staff will be responsible for registering and submitting the project to the Texas Department of Licensing and Regulation (TDLR) for the required Texas Accessibility Standards (TAS) review. If required to submit on behalf of the City, JC will have to register and submit the project as required by law. Our fee for this service will be an additional \$1,500 lump sum plus TDLR Registration, review and inspection fees.
8. The proposed fees shall be considered in their entirety for the scope of services. Should you wish to contract with us for only a portion of the work, we reserve the right to negotiate individual scope items on their own merits.
9. This proposal shall be valid for sixty days from this date and may be extended upon approval by this office.

We thank you for the opportunity to submit this proposal and look forward to working with you on this project. An executed copy of this proposal will serve as our notice to proceed. Please email a copy to our office. Should you have any questions, please call.

Sincerely,



Matthew B. Breazeale, PE  
Vice President  
Business Development

BTG/mbb

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Enclosures

**APPROVED AND ACCEPTED BY:**

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Signature

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Name and Title (Printed)

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Date