

**EXHIBIT "C"**

**WORK ASSIGNMENT**  
WORK ASSIGNMENT NO 4 –  
ARPA Project

PROJECT NUMBER: - Kalae Drainage Project --(6/10)

This Work Assignment is executed in accordance with the Master Services Agreement entered into by the City of Diamondhead, Mississippi and Covington Civil and Environmental, LLC on the 29<sup>th</sup> day of October 2021.

WHEREAS, each of said parties represents that it continues to have authority to execute this Work Assignment and that all certifications previously made in said Agreement remain in effect;

NOW THEREFORE, the parties hereto do further contract and agree to add the following items of work to the above Agreement under the additional terms and conditions as are hereinafter stated:

*SPECIFIC SCOPE OF WORK FOR THIS WORK ASSIGNMENT OR  
PHASE*

**Existing Studies:** The following existing studies have been completed and will be utilized in the development of the plans and specifications for the proposed improvements.

- Covington Civil & Environmental – Stormwater Master Plan – Watershed A – Phase II Drainage Report March 2023

**Scope of Work:** Covington will complete the following scope of work:

**Survey:**

Covington will complete a topographic survey within the project area identified in the attached map. The survey will identify roadway cross sections at critical points, ditch centerline and cross sections at critical points, underground utilities marked by MS811 and drainage structures and pipe inverts. In addition, Covington will complete boundary surveying to determine the city right of way and easements within the affected project area. Land acquisition documents or support are not included in this scope of work.

**Engineering and Design:**

Based on the detailed survey and on-site inspections, Covington will prepare final construction drawings, contract specifications, bid schedule and engineer's estimate. The final design may vary from the attached conceptual improvements based on conditions identified during the surveying and design phase of the project. Final design documents will be submitted to the City for review and approval prior to bidding of the project.

**Bidding:**

After the final design documents have been approved by the City, Covington will assist the City in issuing the bid documents for bidding. Covington will hold a pre-bid conference for potential contractors, will address questions raised by contractors, will prepare any necessary addendums, and will open submitted bids on bid date. Covington will then tabulate the bids, review contractor qualifications, and assist the city with contractor selection.

**Construction Inspection and Administration:**

During construction, Covington will provide construction engineering services to include periodic site visits as necessary, reviewing shop drawings and construction submittals, reviewing contractor pay requests, and recommending payment to owner, reviewing and addressing contractor requests for information and issuing any necessary changes through work directives and/or change orders. Additionally, Covington will furnish a part-time on-site project inspector to inspect the performance of the work of the contractor in compliance with the approved plans and specifications. The furnishing of such services will not make Covington responsible for or guarantee the Contractor's performance. Covington or its representatives shall not undertake any of the responsibilities of the Contractor, subcontractors or the Contractors superintendent.

Task	Fee
Surveying	\$ 5,000.00
Engineering and Design	\$ 5,500.00
Bidding	\$ 4,500.00
Construction Inspection and Administration	\$ 4,500.00

WORK ASSIGNMENT TERM [No new Work Assignments shall be executed after *October 28, 2024.*]

This WORK ASSIGNMENT shall be effective upon the latest date of execution hereof and continue until *August 30, 2024*, at 11:59 P.M. CDT.

**DBEGOAL**

*The DBE goal established for this Work Assignment shall be 0%*

**KEY PERSONNEL**

**CITY**

Jon McCraw, City Manager

**CONSULTANT PROJECT**

**MANAGER:** (Certified as a Professional Engineer to do business in the State of Mississippi)

Ben Benvenuti, Principal Engineer

**MAXIMUM ALLOWABLE COST**

**Contract Maximums:**

Under no circumstances shall the amount payable by the City for this assignment exceed \$19,500.00 (Total of all Charges) without the prior written consent of both parties. Project will be billed monthly based on a percentage complete of the lump sum cost of each phase. Budgets may be modified across tasks as long as the total fee is not exceeded.

Both parties hereto represent that they have authority to enter into Work Assignment No. 4 Kalae Drainage Project, as "Exhibit C" of the Agreement executed by and between the City and Engineer to which is now made a part of said Agreement.

SO EXECUTED AND AGREED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ -

City of Diamondhead

\_\_\_\_\_  
Jon McCraw, City Manager

Covington Civil and Environmental



\_\_\_\_\_  
Ben Benvenuti, Principal Engineer



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NO.	DATE	REVISION/ISSUE

KALAE STREET  
STORMWATER IMPROVEMENTS  
CITY OF DIAMONDHEAD

KALAE STREET  
1 OF 1



**KALAE STREET IMPROVEMENTS**  
SCALE: 1" = 50'