

**WORK ASSIGNMENT**

**WORK ASSIGNMENT NO.** \_\_\_\_\_

**PROJECT NUMBER: TBD; Diamondhead Drive East Retention Pond Dredging**

This Work Assignment is executed in accordance with the Master Services Agreement entered into by the City of Diamondhead, Mississippi and Pickering Firm, Inc. on the 19<sup>th</sup> day of August, 2016.

**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*

See ‘Attachment A – Scope of Services’

**WORK ASSIGNMENT TERM**

No new Work Assignments shall be executed after October 31, 2021 at 11:59 P.M. CDT.

This WORK ASSIGNMENT shall be effective upon the latest date of execution hereof and continue until October 31, 2021 at 11:59 P.M. CDT. However, the Engineer may not begin work prior to receiving a Notice to Proceed.

**DBE GOAL**

*The DBE goal established for this Work Assignment shall be zero percent (0%).*

**KEY PERSONNEL**

**CITY PROJECT MANAGER:**

Mike Reso \_\_\_\_\_

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

Andy Phelan, PE (MS #19480)

**PROGRESS SCHEDULE**

Applications, meetings, and other items requested by the client will be prepared and submitted in a timely fashion following client request.

**MAXIMUM ALLOWABLE COST**

**Contract Maximums:**

Under no circumstances shall the amount payable by the City for this assignment exceed **\$14,800** (Total of all Charges) without the prior written consent of both parties. The Labor Rates have been identified in Table 2: Rate Schedule for Labor Hours.

**Table 1: Compensation for Services Breakdown**

Basic Services		
Phase #	Phase Title	Fee (labor hour/unit cost)
I	Survey	\$ 3,500 (LUMP SUM)
II	Environmental Assessment	\$ 5,800
III	Engineering Design	\$ 5,500

**Table 2: Rate Schedule for Labor Hours**

NAMES	LABOR CLASSIFICATION	RATE
	Principal Engineer	\$ 135
	Professional Engineer	\$ 97
	Senior Project Manager	\$ 105
	Project Engineer	\$ 75
	Professional Land Surveyor	\$ 80
	Survey Crew Chief	\$ 47
	Instrument Person	\$ 35
	CAD Technician	\$ 50
	Clerical	\$ 43
	Resident Project Representative	\$ 70
	Engineering Technician	\$ 50

Both parties hereto represent that they have authority to enter into this Work Assignment 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, Mississippi**

By: \_\_\_\_\_

WITNESS this, my signature, in execution hereof, this the 8<sup>th</sup> day of December 2020.

**Pickering Firm, Inc.**

\_\_\_\_\_  
By: Andy Phelan, PE

ATTEST:   
\_\_\_\_\_  
Cara Wagner, PE

## **ATTACHMENT A – SCOPE OF SERVICES**

### **General Project Description**

In general, the Engineer will perform survey, environmental assessments, and engineering design necessary to prepare dredging plans for Diamondhead Drive East Retention Pond. For this proposal, it is assumed the City will self-perform the WORK; bid phase services, construction engineering, and Resident Project Representation (inspection) are NOT included in this proposal. Subsequent services, including but not limited to environmental permitting, cultural resource assessment, bid phase services, construction phase services, etc., may be added, as mutually agreed upon by both parties, as either an amendment to this contract or as a separate contract.

This project generally consists of dredging Diamondhead Drive East Retention Pond located near Diamondhead Drive East and Haina Street in Diamondhead, Mississippi.

### **Task 1 – Survey (\$3,500; Lump Sum)**

A topographic survey of the ground adjacent to the pond and a boundary survey for parcels adjacent to Diamondhead Drive East Retention Pond will be performed. Topographic survey will include shots needed for engineering design. Water Bottom elevations will reference those observed during the study phase performed in July 2017. The survey will include, but not be limited to, the following: protected trees, above grade utility features and accessible inverts, benchmarks set, all pavement types, curb lines, curb openings, road striping, parking stripes, sidewalks, street lights, electric equipment, water features, ground elevations, ground elevations at ridges and valleys, top of banks, and centerline of ditches.

This survey will include underground utilities by accessible above ground features, painted lines by others (i.e. MS811), and inverts.

The survey will show any recorded easements within title work if provided by the CLIENT. The horizontal data will be based on state plane coordinates, MS East Zone/NAD83 in feet and the vertical data will be based on NAVD 88, Geoid 2009. This survey will meet the current minimum land surveying requirements for the State of Mississippi.

Our surveying services will not include:

- Title research. We will depend on the Client to furnish an updated title commitment.
- Investigation or location of underground structures or facilities by means of excavation or ground penetrating radar.

### **Task 2 – Environmental Assessments (\$5,800)**

The Consultant's services will consist for the following:

- Obtain and review any Environmental Assessments or other environmental studies that have been conducted in the project area.
- Provide field investigations of the project area, including a review of possible stream/waterbody survey, threatened and endangered species screening, and other recognized environmental concerns.

## **ATTACHMENT A – SCOPE OF SERVICES**

- Consult with the US Army Corps of Engineers and the Mississippi Department of Marine Resources.
- Submit a Section 10/Section 404 Joint Permit Application and Notification to the Department of Marine Resources and the US Army Corps of Engineers to determine what additional assessments, if any, will be required for approval of the necessary permitting.

The following is specifically **EXCLUDED** from the aforementioned Scope of Work; however, these items can be provided if necessary with a revision to the Scope of Work and fees. If the Client requests that any of these services be performed by the Consultant, then the Client will pay the Consultant for these authorized additional services on the basis of a negotiated lump sum fee or on the basis of the hourly rates plus reimbursable expenses.

1. A wetland delineation could be required for authorization of the permit, depending on which nationwide permit the US Army Corps of Engineers determines is applicable to the project.
2. Wetland mitigation assessment and planning for “other wasters of the U.S.” are not included in this proposal.
3. A cultural resources survey and threatened and endangered species survey could be required by the US Army Corps of Engineers prior to Section 404 permit authorization.
4. Other assessments/permitting efforts determined to be necessary during the initial environmental review described above.

### **Task 3 – Engineering Design (\$5,500)**

Utilizing owner provided information, information obtained in tasks described above, readily-available data from the State of Mississippi (i.e. GIS), and any other deliverables subject to any owner-directed modifications or changes in the scope, extent, character, or design requirements of or for the Project, and upon written authorization from owner, for the general scope of work described above, the Engineer shall:

1. Prepare Construction Drawings indicating the scope, extent, and character of the Work. Furnish 3 of the Final (100%) documents and any other deliverables to Owner and review them with Owner. Within 10 calendar days of receipt, Owner shall submit to Engineer any comments regarding the Design Phase documents and any other deliverables.
2. Provide technical criteria, written descriptions, and design data for Owner’s use in filing applications for permits from or approvals of governmental authorities having jurisdiction to review or approve the final design of the project. Engineer will assist the owner in consultations with such authorities and will revise the drawings and specifications accordingly in response to directives from such authorities.

No project specifications or bidding/contract information will be prepared as part of this Scope of Work.