

EXHIBIT "C"**WORK ASSIGNMENT****WORK ASSIGNMENT NO 13**
(Hilo Way Drainage)

PROJECT NUMBER: - _____

This Work Assignment is executed in accordance with the Master Services Agreement entered into by the City of Diamondhead, Mississippi and Machado Patano, PLLC on October 29th, 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

The Scope of Work is as follows: The scope of work will be in accordance with Machado Patano proposal dated 7.26.23 WA13- Hilo Way Drainage.

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 October 28, 2024 at 11:59 P.M. CDT. However, the Engineer may not begin work prior to receiving a Notice to Proceed.

DBEGOAL

The DBE goal established for this Work Assignment shall be N/A %

KEYPERSONNEL

Principal in Charge
Sr. Professional Engineer
Professional Engineer
Professional Engineer

Gerrod Kilpatrick, P.E.
Nick Moody, P.E.
Ben Sellers, P.E.
Jason Polite, P.E.

PROGRESS SCHEDULE

M | P will complete this scope of work within 10 working days from the Notice to Proceed

MAXIMUM ALLOWABLE COST

Contract Maximums:

[Use for Labor Hour/Unit Cost Work Assignments]

Under no circumstances shall the amount payable by the City for this assignment exceed \$ 10,000 (Total of all Charges) without the prior written consent of both parties. See attached labor estimate. The Labor Rates have been identified in Table 1: Rate Schedule for Labor Hours.

Table 1: Rate Schedule for Labor Hours

NAMES	LABOR CLASSIFICATION	RATE
Gerrod Kilpatrick, P.E.	Principal Engineer	\$162
Brad Jones, AIA	Principal Architect	\$145
Fernanda Silva, AIA	Principal Architect	\$145
Nick Moody, P.E.	Sr. Professional Engineer (Civil)	\$145
Tyler Able	Project Engineer (Mechanical)	\$95
Jason Polite, EI	Project Engineer (Civil)	\$95
Kenneth Beverin	Project Engineer (Electrical)	\$95
Vanessa Hemingway, AIA	Project Architect	\$95

Both parties hereto represent that they have authority to enter into Work Assignment No. 13, 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

By; _____

WITNESS this my signature in execution hereof, this the 26th day of July, 2023.

By:

Gerrod Kilpatrick

Gerrod Kilpatrick, P.E.,

Brad Patano

ATTEST: _____

July 26, 2023

Mr. Jon McCraw
City Manager
5000 Diamondhead Circle
Diamondhead, MS 39525

VIA EMAIL: JMcCraw@diamondhead.ms.gov

RE: Hilo Way Drainage. – WA13
Diamondhead, MS 39525

Jon:

Per your request and our recent conversations, we are pleased to provide you with a proposal for professional engineering services on the above-referenced project. We have prepared a scope of work and fee proposal for your review. Please see below:

I. SCOPE OF WORK

Task 1 –Civil Design Phase Services

M|P will provide a drainage design of the drainage area at Hilo Way.

Civil Design Scope shall include:

- Storm Drainage Design including trench drains
- Grading and drainage along the route
- Plan and Profiles sheets of proposed design
- Erosion control Plan
- Overall Utility Plan
- Obtain necessary Stormwater Permits
- Construction Details
- Technical Specifications
- Provide necessary documentation for ARPA Reimbursement

Task 2 - Provide Bid & Construction Phase Services (CPS)

1. M|P will attend the Pre-Bid Meeting.
2. M|P will attend Bid Opening and prepare certified bid tabulation.
3. M|P will attend the Pre-Construction Conference.
4. M|P will conduct monthly (or as needed) progress meetings with the contractor and owner.
5. M|P will attend any additional project specific meetings requested by the owner.
6. M|P will review construction submittals.
7. Field and respond to construction “Request for Information” (RFI’s) from the Contractor.

8. M|P will review monthly pay estimates, verify work complete, and approve pay applications.
9. Perform periodic inspections of construction activities to assure engineered documents are being adhered to by the Contractor. One site inspection will be performed per week at a minimum of 1-2 hours per visit during the duration of the Construction. Inspection logs will be prepared, including photographs, and will be provided to the Client. M | P will utilize our construction software platform, Procore, for this project. A 60 day construction time frame is anticipated
10. Perform one (1) substantial completion inspection and provide a punch list for work items to the Contractor.
11. Perform one (1) final inspection at the completion of the punch list items by the Contractor.

II. DESIGN FEE PROPOSAL

Task 1 Civil Design Phase	\$7,000
Task 2 Bid & Construction Phase	\$3,000
Total Fee	\$ 10,000

III. ASSUMPTIONS

- Professional will provide Adobe PDF files to the Client.

IV. EXCLUSIONS (available at additional cost or at M|P Standard Hourly and Reimbursement Schedule)

- Printing of documents (other than that stated in the assumptions)
- Shipping cost
- DMR or USCOE 404 Wetland Permitting
- Mechanical Engineering
- Landscape Architecture Design
- Irrigation Design
- Structural Engineering Design
- Permitting Fees

We appreciate the opportunity to provide our services and look forward to working with you on this project. Should you have any questions or comments, please do not hesitate to contact me.

Respectfully submitted,

Machado | Patano, PLLC
M|P Design Group, PLLC



Gerrod Kilpatrick, P.E.
Principal

The Terms and Conditions of this agreement are accepted this _____ day of _____, 2023

Signature

Printed or typed name

Title

Date

Machado Patano		Scope	Contact	Phone											
Activity Type/ Task	Type	Project Status/ Resource	PM / Reference	Task Status	Est Start Date	Est Comp Date	Act Start Date	Act Comp Date	% Dist	Hours	Resource Hours/ Units	Billing Rate	Contract	Resource Contract	
Hilo Way Drainage		Active	GWK								116.0	116.0		10,060	
Labor	R	Principal Engineer	Gerrod W. Kilpatrick	Principal							12.0	135.00		1,620	
Labor	R	Sr. Project Manager	Nicholas W. Moody	Project Manager							4.0	105.00		420	
Labor	R	Project Engineer	Ben Sellers	Civil							60.0	105.00		6,300	
Labor	R	Project Engineer	Jack Schmidt	Civil								75.00		0	
													Civil Total	8,340	
Labor	R	Professional Land Surveyor	Greg Thompson	Survey							8.0	75.00		600	
Labor	R	Survey Crew Chief	Aaron Liles	Survey							16.0	35.00		560	
Labor	R	Instrument Person	Eddie Vo	Survey							16.0	35.00		560	
													Survey Total	1,720	