

May 25, 2022

Mr. Michael Reso  
City Manager  
5000 Diamondhead Circle  
Diamondhead, MS 39525

**VIA EMAIL:** mreso@diamondhead.ms.gov

RE: Diamondhead Dr. East near Aukai Place – WA5  
Diamondhead, MS 39525

Michael:

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 –Preliminary Civil Engineering and Cost Estimating**

**a.) Civil Engineering**

M | P will provide a drainage analysis of the drainage area around Diamondhead Dr. East and Aukai Place (per attached sketch provided). M | P will analyze the existing drainage system, pipes, culverts, road side swales and make a recommendation on the best remedy for the situation. M | P will provide a conceptual drawing of the proposed solution along with an engineer's cost estimate.

**II. DESIGN FEE PROPOSAL**

Task 1 Preliminary Civil Engineering and Cost Estimating	\$5,000
<b>Total Fee</b>	<b>\$ 5,000</b>

**III. ASSUMPTIONS**

- Professional will provide Adobe PDF files to the Client.
- Survey will be provided in ACAD format prior to proceeding

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
- Civil Engineering Bid Documents
- 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 \_\_\_\_\_, 2022

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed or typed name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## EXHIBIT "C"

### WORK ASSIGNMENT

#### WORK ASSIGNMENT NO 5 (Diamondhead Park Professional Services)

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 29<sup>th</sup>, 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 5.25.22 WA5 – Diamondhead Dr. East near

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  
Project Manager  
Project Manager

Gerrod Kilpatrick, P.E.  
Nick Moody, P.E.  
Bradford Jones, AIA  
Fernanda Silva, AIA

#### 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 \$ 5,000 (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. 5, 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 26<sup>th</sup> day of May, 2022.

By:

ATTEST: \_\_\_\_\_

  
\_\_\_\_\_  
Gerrod Kilpatrick, P.E.,

[illegible]



