



**SOUTHWESTERN  
ENVIRONMENTAL  
CONSULTANTS, INC.**

[www.sec-landmgt.com](http://www.sec-landmgt.com)  
[info@sec-landmgt.com](mailto:info@sec-landmgt.com)

825 COVE PARKWAY  
COTTONWOOD, ARIZONA 86326  
(928) 634-5889  
Fax: 634-2222

March 18, 2025

Brett Klein  
Town Manager / Clerk  
Town of Jerome  
600 Clark Street  
P.O. Box 335  
Jerome, AZ 86331

### **RE Town of Jerome, Verde Central & Deception water improvements**

Dear Brett,

SEC is pleased to provide a proposal for water distribution improvements for Verde Central and Deception lines. The exposed water line at Verde central & water line at Deception will be reviewed under the proposed work. SEC propose to provide the following work.

#### **Water line across Deception Ln & Verde Central Water line**

Preliminary design

- Onsite investigations
- Topographic survey - Any blue stake to be coordinated by the Town. Town to provide potholes, if required. SEC crew will pick up the as builts.
- Exclude boundary survey

30% Design

- Develop Horizontal layout
- Develop vertical profile

60% Design

- Develop Plan & Profile drawings
- Start the development of details and specifications
- Start initial cost estimate
- Water report is excluded- As this project consists of replacing existing water lines, it is assumed that additional water modeling and reports would not be required.

90% Design

- Update Plan & Profile drawings
- Update to the development of details and specifications
- update to cost estimate



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- Water report is excluded- As this project consists of replacing existing water lines, it is assumed that additional water modeling and reports would not be required.

#### Final Design

- Final Plan & Profile drawings
- Final details and specifications
- Final cost estimate
- Water report is excluded- As this project consists of replacing existing water lines, it is assumed that additional water modeling and reports would not be required.
- Assist the Town to obtain Approval to Construct Application (ATC)

The proposal excludes geotechnical, structural or Traffic engineering. Construction staking, post design services or certification are not part of this proposal. Based on our understanding, we propose providing the above services for an estimated cost of **\$130,700.00**. All work will be billed at current Time & Material rates.

If this meets your approval, please sign the attached Work Order and return it for our records. Schedule A & B is for your records. We look forward to working with the Town on this project. Please feel free to contact me at [kginige@sec-landmgt.com](mailto:kginige@sec-landmgt.com) or 928-634-5889 if I can be of assistance.

Sincerely,

Krishan Ginige, P.E., MS, CFM  
President



SEC, INC.  
825 COVE PARKWAY, SUITE A  
COTTONWOOD, AZ 86326

# WORK ORDER

Date Opened 3-18-2025 Date Required ASAP

Project Name TOJ/ Verde Central & Deception Water Improvement Project No. \_\_\_\_\_

Ordered by Brett Klein - Town Manger/Clerk Email b.klein@jerome.az.gov

Bill to TOJ C/O Brett Klein Phone (928) 634-7943

Street PO Box 335 City Jerome State AZ Zip 86331

Received by Krishan Ginige Office x \_\_\_\_\_ Letter o \_\_\_\_\_ Phone o \_\_\_\_\_ Other o \_\_\_\_\_

PROJECT LOCATION Yavapai County Town of Jerome

PROJECT DESCRIPTION TOJ Engineering and Surveying – Verde Central & Deception Water Improvements

- 1) Per attached SEC Proposal Letter, dated 3/18/25, attached hereto and made a part of this Work Order.
- 2) Any additional requests will be billed as "extra" items at current Time & Materials rates. Prior approval will be obtained before proceeding.

SEC, Inc. agrees to perform the work outlined herein under the terms and conditions set forth in Schedules A and B, attached hereto and made a part hereof. Client agrees to pay an estimated fee of **\$ 130,700.00** plus any direct expenses. This is an estimated fee only, based upon information provided to SEC, Inc. by client, and in the event the information is inaccurate, or in the event of unforeseen circumstances, this estimate may change. Estimate may become void if Work Order is not received by 6/18/2025.

If additional work is requested during the project agreed to be performed under this agreement, fees will be based on the current SEC, Inc., hourly rate schedule. A retainer is to be remitted with this Work Order in the amount of \$\_\_. The balance due SEC, Inc., shall be paid upon completion, or in payments during the course of the project. All past due accounts after deducting current payments and credits, shall bear interest at the rate of 1<sup>3</sup>/<sub>4</sub> percent per month, compounded, which is an annual percentage rate of 21 percent. Client agrees to pay all costs of collection, including reasonable attorney fees. Liability for errors and omissions in the work is limited to the amount of the fee.

Acknowledgement and authorization:

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date