



December 31, 2024

City of Madison
100 Hughes Road
Madison, Alabama 35758

Attention: Mr. Gerald Smith

Subject: North Entrance Improvements
Palmer Park
Madison, Alabama
Proposal No.: J-24076-1

Dear Mr. Smith;

J.M. Phillips Engineering, LLC is pleased to present this proposal for Civil Engineering Design Services for the proposed improvements to the north entrance of Palmer Park at Palmer Road in Madison, Alabama. It is our mission to provide innovative design solutions to meet our client's needs. We feel we can be a valuable member of the team for this project.

Sincerely,

J.M. Phillips Engineering, LLC

A handwritten signature in blue ink, appearing to read "j m phillips", written over a horizontal line.

Jason M. Phillips, P.E.
President

ATTACHMENT A

SCOPE OF SERVICES

CIVIL DESIGN

J.M. Phillips Engineering, LLC will prepare the plans and documents necessary for the approval and construction of the site improvements for the proposed improvements. These developments include drainage improvements to keep runoff drained and not ponding around the field house or tennis courts. These plans and documents are anticipated to include the following:

- a. Site Demolition Plan;
- b. Site Development Plan;
- c. Site Layout Plan;
- d. Site Grading and Drainage Plan;
- e. Site Utility Plan;
- f. Phased Erosion Control Plans;
- g. Construction Details;
- h. Hydraulic/ Hydrologic Modeling, Design, and Report
- i. Construction Reviews/ Administration

LANDSCAPE DESIGN

A landscape and irrigation design will be prepared for the proposed improved site. The planting plan will show the location of all trees, shrubs, groundcovers, seasonal color bed locations and grass to be used. All plants will be properly spaced and labeled on the plan. A plant list / cost estimate showing quantities, sizes and root types will be provided for use in comparing competitive landscape contractor bids. Detail drawings will be provided for all plant material installation. The final irrigation plan will show and specify all required equipment for a full operating system. Irrigation plans will cover all site landscape areas. Water saving heads and nozzles will be used in the design of the system to reduce the potable water for the site. Irrigation details and specifications will be provided for proper installation. Limited hardscape design is included for the patio and drop off area.

GENERAL ASSUMPTIONS AND REQUIREMENTS

- Client shall provide site access as required to perform the work as requested within the scope of this project and that Engineer and Subconsultants may enter the subject properties as well as the adjoining properties without further notice if this agreement is executed.
- J.M. Phillips Engineering, LLC will provide electronic copies of the stamped design drawings. Specifications will be made on the design plans.
- Client shall provide Engineer with all information needed (i.e., CAD/PDF files of Architectural, Mechanical, Plumbing, Electrical Plans)
- Any application, printing and recording fees for the project will be billed as reimbursables for the project.
- Reimbursable expenses will be billed monthly at cost plus 15%.
- J.M. Phillips Engineering, LLC has included the submission of the Civil Design Package for review with the City of Madison. Any applications fees charged for the review of the project will be billed as a reimbursable expense to the project.

EXCLUSIONS

The following items are not included in the Scope of Services:

- Surveying Services
- Application/ Submission and Recording Fees
- Postage/Mailing Fees (if required)
- Revisions based on errors from the information provided to Engineer by others.
- FEMA Elevation Certificates, LOMR, LOMR-F, etc.
- Subdivision, Rezoning, variance, vacation requests, or other matters not specifically mentioned herein above.
- As-Built Surveys and/or drawings
- Environmental Studies. It is assumed that all necessary environmental studies will be performed by others and approved by judicial authorities.
- Offsite infrastructure and/ or utility extensions or improvement design services
- Site Lighting/ photometric design services
- Geotechnical Engineering Evaluation
- Any activities not associated within the Scope of Services as defined herein above.

ATTACHMENT B

FEE SCHEDULE

Client shall compensate Engineer for services rendered in accordance with the following options:

ITEM		Fee
1	CIVIL ENGINEERING DESIGN	\$ 17,940.00
2	LANDSCAPE DESIGN	\$ 8,050.00
3	CBMPP AND ADEM NOI SUBMITTAL	\$ 2,530.00
4	ADEM NOT - PERMIT VOLUNTARY TERMINATION	\$ 558.00
TOTAL		\$ 29,078.00

HOURLY RATES AND MATERIALS

Engineering

Principal Engineer	\$180 / hour
Senior Project Manager	\$160 / hour
Project Manager	\$140 / hour
Draftsman	\$100 / hour
Courier or Administrative	\$65 / hour

PRINTING

Black and White (11" x 17")	\$0.75 / sheet
Black and White (18" x 24")	\$2.00 / sheet
Black and White (24" x 36")	\$3.00 / sheet
Black and White (30" x 42")	\$4.00 / sheet