

*Facilities & Grounds
Consulting Services*



May 5, 2026

City of Madison
100 Hughes Road
Madison, Alabama 35758

Attention: Mr. Gerald Smith
Town Madison Wellness Center
Entrance Improvements
Proposal No.: J-26027-A

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 entrance for the Madison Wellness Center in Madison Alabama. The proposed improvements will add a driveway access from Graphics Drive to the Center. The existing parking lot is also planned to be seal coated and restriped during the project. 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

SURVEYING

1. Topographic Survey of the project area. (See Attachment C)
 - a. The Topographic Survey shall depict and include the following information:
 - i. Location of all observed improvements, including but not limited to, paving, sidewalks, curb and gutter, paving, fences, ditches and rip rap.
 - b. 1-foot contour intervals with spot elevations. Spot elevations at all major features and changes in grade, ditch lines, etc. shall be depicted.
 - c. Depict FEMA flood zone information from the current FEMA Maps.
 - d. Survey shall be made in accordance with the Standards of practice for Surveying in the State of Alabama.
 - e. Survey information shall be placed on the Alabama East Zone State Plane Coordinate System (NAD 83), and North American Vertical Datum of 1988 (NAVD 88) using the latest Geoid.
 - f. Surveyor will contact 811 to request underground utility locates, however, lacking excavation, the exact location of underground features cannot be accurately, completely, and reliably depicted. In addition, similar utility locate requests from surveyors may be ignored or result in an incomplete response, in which case the surveyor shall note on the plat or map how this affected the surveyor's assessment of the location of the utilities. Where in additional or more detailed information is required, the client is advised that excavation and/or private utility locate request may be necessary.

CIVIL DESIGN

J.M. Phillips Engineering, LLC will prepare the plans and documents necessary for the approval and construction of the site improvements at the Madison Wellness Center. 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

LIMITED GEOTECHNICAL ENGINEERING EVALUATION

The following services are proposed:

- Reconnaissance of the site to review and document general site conditions, as well as the presence of any readily apparent geologic hazards.
- Subsurface exploration.
- Compilation and analysis of the field and laboratory data.
- Preparation of a report presenting our findings and opinions regarding site and proposed development. This report will address the conditions encountered, the impact these conditions could have on development, as well as preliminary discussions including;
 - Anticipated site preparation requirements;
 - Earthwork considerations including fill material and compaction requirements;
 - Suitability of onsite soils for use of fill;
 - Anticipated pavement sections and;
- Other geotechnical considerations.

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.

SIGN STRUCTURAL ENGINEERING DESIGN

The structural components of the proposed entry signs will be designed by a licensed structural engineer.

SITE LIGHTING / PHOTOMETRIC DESIGN

A site lighting and photometric plan will be designed to provide lighting in the personal vehicle areas (PVA) to meet the requirements of the City of Madison's Zoning Ordinance.

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:

- 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
- 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	BOUNDARY AND LIMITED TOPO	\$ 2,750.00
2	CIVIL ENGINEERING DESIGN	\$ 15,900.00
3	GEOTECHNICAL ENGINEERING EVALUATION	\$ 4,025.00
4	LANDSCAPE DESIGN	\$ 9,775.00
5	SIGN STRUCTURAL ENGINEERING	\$ 2,300.00
6	SITE LIGHTING AND PHOTOMETRIC DESIGN	\$ 2,875.00
TOTAL		\$ 37,625.00

HOURLY RATES AND MATERIALS

Engineering

Principal Engineer	\$210 / hour
Senior Project Manager	\$190 / hour
Project Manager	\$160 / hour
Draftsman	\$115 / hour
Courier or Administrative	\$80 / 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

ATTACHMENT C

ENTRANCE AND PARKING IMPROVEMENTS TOPO AREA



