



January 24, 2025

Honorable Paul Finley, Mayor
City of Madison
100 Hughes Road
Madison, AL 35758

RE: Proposal for Construction Engineering and Inspection Services for Segers Road and Maecille Drive Intersection Improvements

Mayor Finley,

We are pleased to submit this letter proposal to provide intermittent construction engineering and inspection (CEI) services for the City of Madison's Segers Road and Maecille Drive Intersection Improvements Project. OHM Advisors' staff have the availability to begin work for the City to help achieve project construction milestones in accordance with the City's schedule for performance of the project. In response to our January 7, 2025, phone conversation regarding the subject project's CEI services, we are pleased to provide our intended scope of services related to construction activities as follows:

Scope of Services

Task 1 – Construction Engineering and Inspection Services

- Observe and document construction progress when on site.
- Observe construction and resolve construction/contractor issues in the field, and if necessary, reject defective work that does not comply with contract documents or specifications.
- Coordinate with the City of Madison's Project Manager (PM) and assist PM in resolving any construction issues or contractor conflicts that require PM resolution.
- Attend pre-construction and construction progress meetings.
- Facilitate change order processes should the need arise. Coordinate with Project Design Engineer if necessary.
- Conduct erosion prevention and sediment control inspections when on site.
- Prepare pay item quantities for review/approval/processing by PM. This includes review of contractor pay applications.
- Develop and maintain "red-line" as-built drawings daily and submit these periodically and at job close-out.
- Verify materials acceptance in accordance with Madison Standards, ALDOT specifications, and approved submittals.
- Respond to requests for information (RFI's) from the contractor.
- Monitor construction progress and communicate to the City with respect to the construction completion deadline of June 1, 2026.

Task 2 – Design Oversight (Construction)

During construction, unforeseen conditions may arise that could require design but is beyond the scope of on-site inspection staff. In this event, the Consultant's Project Design Engineer should be engaged to help resolve design changes. Scope for this task includes:

- Receiving and inputting into CAD features, grades, and/or points from the contractor's surveyor.
- Issuing plan revisions for design changes.
- Providing design for any additions to the project beyond the approved plans as directed by the City.
- Assisting with disputes between the City and the contractor on ALDOT specs, project notes, or project quantities.



Assumptions and Excluded Services

- OHM Field personnel to be on site twice a week to perform observations and coordinate with Contractor. Bi-weekly progress meeting should occur during one of these visits.
- Assuming ROW acquisition process and utility relocation is completed in a timely manner, and understanding the construction deadline of June 1, 2026, this scope of work, schedule, and fee is based on a 12 month construction duration timeline.
- Construction staking is excluded.
- Construction materials testing is excluded.
- Other services not explicitly stated in this contract are excluded.

Note that some of the services listed above may be added under this contract at request from the City. If requested, OHM will provide an Amendment to the Letter Proposal outlining the specific Scope of Services to be added. Compensation and schedule for the Additional Services will be detailed within the Amendment.

Also note that OHM Advisors shall not be held responsible or liable for any tasks, activities, or work performed outside of their direct supervision, presence, or control. OHM Advisors assumes no liability for the quality, completion, or any consequences of work conducted by third parties, subcontractors, or individuals not under their direct oversight. Any actions or events occurring in the absence of OHM Advisors personnel shall be considered beyond their scope of responsibility, and the City assumes full responsibility for such activities.

Schedule and Compensation

Consultant will begin work immediately upon approval and execution of the Letter Proposal, pending contractor selection and construction start. Services will last through the duration of the construction contract.

OHM will perform the above services on a time and material basis based on the attached Hourly Rate Schedule (attached) with a not-to-exceed amount per the table below. OHM will be reimbursed by the client for expenses that may include transportation, lodging, or other purchases authorized by client.

OHM will notify the City in advance if we become aware of unforeseen conditions impacting the estimated cost of services. OHM will not exceed the estimates without the Client’s prior approval.

Task	Description	Fee Type	Fee Estimate
1	Construction Engineering and Inspection Services	Time and materials	\$ 180,000
2	Design Oversight (Construction)	Time and materials	\$ 40,000
Total Fee Budget			\$ 220,000

OHM ADVISORS 2025 HOURLY RATE SCHEDULE



Classification	Level				
	I	II	III	IV	V
Professional Engineer	\$160	\$172	\$186	\$205	\$215
Graduate Engineer	\$140	\$150	\$154	\$162	\$175
Architect/Interior Designer	\$110	\$138	\$165	\$193	\$220
Landscape Architect	\$125	\$130	\$150	\$165	\$180
Planner	\$115	\$135	\$160	\$175	\$185
Project Coordinator/Urban Designer	\$85	\$120	\$130	\$155	\$175
Design Technician	\$110	\$128	\$145	\$163	\$180
Technician	\$105	\$123	\$140	\$156	\$165
Project Specialist	\$135	\$165	\$195	\$220	\$235
Professional Surveyor	\$150	\$166	\$180	\$195	\$210
Surveyor	\$110	\$126	\$138	\$153	\$168

Classification	I	II	III
Administrative Support	\$80	\$105	\$130
Technical Aide	\$80	\$85	\$90
Subject Matter Expert	\$235	\$285	\$360

Principal	\$237
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