

Riley Road @ Birch Creek Draw  
Bridge Replacement – Supplemental 1

October 16, 2025

J. Ross McCall, PE  
County Engineer  
Waller County Road & Bridge  
775 Bus 290 East  
Hempstead, TX 77445

Subject: Riley Road at Birch Creek Draw Bridge Replacement  
Supplemental Proposal for  
Construction Engineering and Inspections (CEI) Services

Mr. McCall,

IEA Inc. (IEA) is pleased to submit this proposal for Supplemental Construction Engineering and Inspection Services for Riley Road at Birch Creek Draw Bridge Replacement.

Please find the following documents provided for your consideration:

**SCOPE OF SERVICES** found in *Exhibit A*

**LEVEL OF EFFORT (LOE)** can be found in *Exhibit B*

Based on the scope of services and the contractor's schedule and understanding of the construction phasing, we anticipate a total estimated Time and Materials fee of **\$ 169,865.00**. The previously approved and authorized Construction Phase Services *is included* in this estimated fee as in *Exhibit B*.

We appreciate the opportunity to assist the County and look forward to working with you. Should you have any questions or require additional information, please do not hesitate to contact me at 979.583.7657.

Respectfully,



Trey Haskins, PE, PTP, CFM  
Municipal Practice Leader

cc: Wilson Wong, PE, Houston Office Manager, IEA, Inc.

Attachments:

- Exhibit A – Riley Rd – CEI – Supplemental - Scope of Services
- Exhibit B – Riley Rd – CEI – Supplemental - LOE - 11.17.25

**Exhibit A - SCOPE OF SERVICES**

Riley Road @ Birch Creek Draw  
Bridge Replacement – Supplemental 1

### Supplemental #1 – CEI Support Services

#### **BASIC SERVICES (Time and Materials)**

The scope of services for the Riley Road at Birch Creek Draw - Construction Management Support Services will generally consist of periodic review of construction operations and to provide the County support for construction administration, construction observation, construction documentation, and periodic review of materials testing services performed by others, related to the construction of the Riley Road at Birch Creek Draw Bridge Project located in Waller County, Texas approximately 1.4 miles west of FM 1774 as measured along Riley Road.

The Contractor shall assist the County throughout all aspects and phases of construction operations and shall, when requested by the County, fully support the County in its dealings with the Construction Contractor, suppliers, subcontractors, other consultants, government entities, utilities, property owners, and the public.

The Contractor's observation or monitoring portions of the work performed under construction contracts or other professional services contracts shall not relieve those contractor(s) from responsibility for performing work in accordance with applicable contract documents.

As a representative of the County, when necessary, the Contractor shall notify the County and the Construction Contractor of the Construction Contractor's failure to comply with the requirements of the construction contract documents. The Contractor is obligated to notify the County and Construction Contractor of compliance issues. The Contractor does not have the authority to direct the Construction Contractor's operations.

#### **1. Construction Management & Support**

- a. Provide construction management related engineering support to the County Engineer or his delegate.
- b. Review the plans and specifications in advance of the various work operations to be familiar with the project requirements.
- c. Attend and participate in a pre-construction conference.
- d. Attend and participate in meetings with the Construction Contractor.
- e. Attend and participate in meetings with the County.
- f. Attend and participate in other meetings as requested.
- g. Assist the County with preparation of materials for meetings.
- h. Periodically monitor Construction Contractor's operations for performance of work, adequacy of resources, investigation of issues, conflicts with utilities, and unforeseen jobsite conditions.
- i. Assist the County with identification and evaluation of potential solutions to resolve issues on the project.
- j. Assist the County with evaluation and resolution of claims received during the period of service; and
- k. The Contractor will coordinate issues with the County Engineer or his delegate

Riley Road @ Birch Creek Draw  
Bridge Replacement – Supplemental 1

## 2. Construction Administration Support

- a. Provide pre-construction engineering services to include:
  - i. assistance for review of contractor pre-construction submittals for contract documents compliance; and
  - ii. assistance for review of proposed construction plan including project schedules, proposed construction methods and materials.
- b. Assist with preparation of technical information for change orders as required, including reviewing pricing and quantities in change orders and negotiation of change order request(s) as required to obtain change order pricing acceptable to the County.
- c. Review Construction Contractor's monthly progress payment/pay estimate prepared by others prior to submittal to County for payment.
- d. Review and provide recommendations to County on requests for substantial and final completion.
- e. Provide the County assistance during the closeout process.

## 3. Construction Oversight & Reporting

- a. Provide periodic onsite construction oversight during the construction process to observe general quality of the Work completed by the Construction Contractor.
- b. Provide periodic review of Construction Contractor progress and compliance with the project schedule.
- c. Provide periodic review of Construction Contractor traffic control plan (TCP) implementation and effectiveness of TCP.
- d. Provide periodic review of Construction Contractor QC activities.
- e. Provide field observation of work performed by the Construction Contractor.
- f. Provide daily progress reporting and maintain a project diary.
- g. Assist in review and/or processing of Construction Contractor submittals.
- h. Assist in interpreting plans and specifications and in responding to Construction Contractor's requests for information.
- i. Notify the County and the Construction Contractor when work is not in compliance with contract documents

## 4. Materials Testing Oversight

- a. Periodically review adequacy of materials testing frequency performed by others.
- b. Periodically review materials test results from tests performed by others.
- c. Recommend acceptance or rejection of materials.

**PRIME PROVIDER:** IEA, INC.

**PROJECT NAME:** Riley Rd @ Birch Creek Draw - Bridge Replacement

**LIMITS:** 300' E/W of Riley Rd @ Birch Creek Draw

SUMMARY OF FEE SCHEDULE				
CONSTRUCTION ENGINEERING & INSPECTION	IEA, INC.	SUBCONSULTANTS		TOTAL
TOTAL LABOR EXPENSES	\$ 159,945.00			\$ 159,945.00
TOTAL DIRECT EXPENSES	\$ 9,920.00			\$ 9,920.00
<b>TOTAL</b>	<b>\$ 169,865.00</b>			<b>\$ 169,865.00</b>

**PRIME PROVIDER:**  
**PROJECT NAME:**  
**LIMITS:**

IEA, INC.  
Riley Rd @ Birch Creek Draw - Bridge Replacement  
300' E/W of Riley Rd @ Birch Creek Draw

TASK DESCRIPTION	SENIOR PROJECT MANAGER	SENIOR ENGINEER	PROJECT MANAGER	CONSTR. INSPECTOR	SR. CONSTR. INSPECTOR	DOCUMENT CONTROLS	TOTAL LABOR HRS. & COSTS
<b>CONSTRUCTION ENGINEERING (FC 351) - T&amp;M</b>							
ENGINEER'S ESTIMATE OF PROBABLY CONSTRUCTION COSTS		1	3				10
PREPARATION OF BID SOLICITATION DOCUMENTS	3	4	5				12
REVIEW OF BIDS/RECOMMENDATION TO COUNTY ENGINEER	3	2	5				10
ATTEND PRE-BID / PRE-CONSTRUCTION MEETING	8	6					14
ATTEND FIELD MEETINGS/ CONDUCT SITE VISITS		4	5				9
CALCULATE QUANTITIES AND ASSIST IN PREPARING CHANGE ORDERS	2	1	3				12
REVIEW AND APPROVE SHOP DRAWINGS		1	6				19
SUBMITTAL REVIEWS / RFI RESPONSES	2	1	6				27
REVIEW OF PROGRESS APPLICATIONS/RECOMMENDATIONS TO ENGINEER	2	1	6				21
CONSTRUCTION SITE VISITS	2	8	8				18
STRUCTURAL INSPECTIONS		4	4				8
<b>I. CONSTRUCTION MANAGEMENT &amp; SUPPORT</b>					120	17	137
<b>II. CONSTRUCTION ADMINISTRATION SUPPORT</b>					68	51	119
<b>III. CONSTRUCTION OVERSIGHT &amp; REPORTING</b>				510	120	17	647
<b>IV. MATERIALS TESTING OVERSIGHT</b>					68	51	119
<b>HOURS SUB-TOTALS</b>	22	33	51	510	376	136	1,182
CONTRACT RATE PER HOUR	\$ 220.00	\$ 175.00	\$ 130.00	\$ 100.00	\$ 200.00	\$ 80.00	
TOTAL LABOR COSTS	\$ 4,840.00	\$ 5,775.00	\$ 6,630.00	\$ 51,000.00	\$ 75,200.00	\$ 10,880.00	\$ 159,945.00
% DISTRIBUTION OF STAFFING	1.86%	2.79%	4.31%	43.15%	31.81%	11.51%	
<b>SUBTOTAL (FC 351)</b>							\$ 159,945.00

DIRECT EXPENSES (FC 351)	QUANTITY	UNIT	RATE			TOTAL
CONSTRUCTION TRUCK (PROVIDE, OPERATE AND MAINTAIN) (>1wk, up to 1 mo)	4	MO	\$ 1,650.00			\$ 6,600.00
CONSTRUCTION TRUCK (PROVIDE, OPERATE AND MAINTAIN) (<5 days)	12	DAY	\$ 165.00			\$ 1,980.00
SAFETY EQUIPMENT (PPE, FLASHING BEACONS, ETC)	0	N/A	\$ 1,500.00			\$ -
DELIVERIES		TBD	incl			\$ 500.00
POSTAGE		TBD	incl			\$ 200.00
BW COPIES 8 1/2 X 11		TBD	\$ 0.15			\$ -
BW COPIES 11 X 17		TBD	\$ 0.30			\$ -
<b>SUBTOTAL DIRECT EXPENSES (FC 351)</b>						\$ 9,920.00

SUMMARY BY FUNCTION CODE (ADDITIONAL SERVICES)	SENIOR PROJECT MANAGER	SENIOR ENGINEER	PROJECT MANAGER	CONSTR. INSPECTOR	SR. CONSTR. INSPECTOR	DOCUMENT CONTROLS	TOTAL COST BY FC
<b>CONSTRUCTION ENGINEERING (FC 351) - T&amp;M</b>							\$ 159,945.00
<b>TOTAL LABOR EXPENSES</b>	22	33	51	510	376	136	\$ 159,945.00
<b>TOTAL DIRECT EXPENSES</b>							\$ 9,920.00
<b>TOTAL ADDITIONAL SERVICES</b>						<b>TOTAL</b>	<b>\$ 169,865.00</b>

**Basis of Construction Engineering & Inspection Level of Effort**

1. Construction Duration - 5 months or 17 wks including close-out activities
2. Fee is based on maximum time required, all cost are per requested time of job
3. Fee is based on activities and job functions as described in accompanying scope
4. IEA overhead is 159.74% of direct labor cost. Field overhead is 127.27% of direct labor cost.

Estimation of Hours	hrs/day	days/wk	hours
Inspection	6	5	510
Sr. Construction Manager			376
Task I	2.5	3	120
Task II	2	2	68
Task III	2	3	120
Task IV	2	2	68
Document Controls			136
Task I	1	1	17
Task II	1	3	51
Task III	1	1	17
Task IV	1	3	51