



COMPTON ENGINEERING, INC.

ENGINEERING, SURVEYING & ENVIRONMENTAL SERVICES

MEMORANDUM

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To: Michael Silverman, City Manager

From: James M. Douglass, P.E. *JMD*

Date: August 09, 2022

Subject: Boxwood Drainage Improvements

Enclosed please find a copy of Task Order No. 008 (REV-A) for the above referenced project. The revised Task Order incorporates an additional lump sum design services fee of \$7,500.00. This design fee represents the revisions made to the original prepared easement documents based on negotiations with homeowners, as well as the revisions made to the original prepared contract documents in order to accommodate the modified easements.

If you have any questions, please advise.

PASCAGOULA

BILOXI

BAY ST. LOUIS

TASK ORDER No. 008 (REV-A)
CITY OF PASCAGOULA GENERAL SERVICES CONTRACT

PROJECT NAME: Boxwood Drainage Improvements

Owner to identify desired services:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Concept Plan | <input checked="" type="checkbox"/> Conceptual Opinion of Cost | <input type="checkbox"/> Phase I ESA |
| <input type="checkbox"/> Phase II ESA | <input type="checkbox"/> Phase III ESA | <input type="checkbox"/> Wetlands Delineation |
| <input type="checkbox"/> Wetlands Permitting | <input type="checkbox"/> Cultural Resource Survey | <input checked="" type="checkbox"/> SWPPP Preparation |
| <input checked="" type="checkbox"/> Topographic Survey | <input checked="" type="checkbox"/> Boundary Survey | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Elevation Certificate | <input checked="" type="checkbox"/> Easement/ROW Exhibits |
| <input checked="" type="checkbox"/> Civil Design | <input type="checkbox"/> Structural Design | <input type="checkbox"/> Electrical Design |
| <input type="checkbox"/> Mechanical Design | <input type="checkbox"/> Architectural Design | <input type="checkbox"/> Landscape Architecture |
| <input checked="" type="checkbox"/> Contract Docs for Bid | <input type="checkbox"/> Contract Docs for quote | <input type="checkbox"/> Design Documents only |
| <input checked="" type="checkbox"/> Bid Administration | <input checked="" type="checkbox"/> Construction Admin. | <input checked="" type="checkbox"/> RPR Services |
| <input type="checkbox"/> Record Drawings | <input type="checkbox"/> O&M Manuals | <input type="checkbox"/> Warranty Inspection |
| <input type="checkbox"/> Study / Report | <input type="checkbox"/> Grant Application Preparation | <input checked="" type="checkbox"/> Other (described below) |

Owner's General Description of Project: Drainage improvements in Longfellow Acres Second Addition and Chicot Park Subdivisions west of 22nd Street, east of Eastwood Street, south of Dellwood Street, and north of Washington Avenue.

DETAILED SCOPE OF WORK, SCHEDULE AND COST:

Consultant to provide detailed proposed scope of work, with any applicable associated milestones, dates, and costs associated with phases of work:

Proposed Scope of Work:

1. Provide preliminary engineering services to review and assess the work previously completed by Ward Engineering and determine the viability of the design information provided.
2. Provide survey services to conduct a boundary and topographic survey, as required to complete the proposed drainage improvements.
3. Prepare necessary easement documents for the required temporary construction and permanent easements required to complete the proposed drainage improvements.
4. Prepare a SWPPP in accordance with local codes for the proposed drainage improvements.
5. Prepare contract documents to receive one-time bids for the construction of the proposed drainage improvements.
- 6. Modify proposed easement documents as necessary based on negotiations with homeowners. Modify contract documents as necessary to accommodate revised easements.**
7. Provide services during construction to include bid administration, construction administration, construction observation, and project close-out for the proposed drainage improvements.

Timeline and Milestones: CE will begin work with in fourteen (14) days of receipt of an executed Task Order. CE will complete bid documents listed above within 90 days thereafter.

Cost and Method of Compensation:

1. CE shall provide preliminary engineering services as described in Item 1 above for a lump sum fee of \$1,500.00.
2. CE shall provide survey services as described in Item 2 above on a time and material basis not to exceed \$9,500.00.
3. CE shall provide survey services as described in Item 3 above on a time and material basis not to exceed \$6,500.00.
4. CE shall prepare a SWPPP as described in Item 4 above for a lump sum fee of \$1,500.00.
5. CE shall provide design services as described in Item 5 above for a lump sum fee based on a percentage of construction cost from the following fee curve: $(40/(\log \text{ of construction cost}))\%$. The estimated fee is \$51,000.00 based on an estimated cost of construction of \$750,000.00. The actual fee shall be adjusted based on the actual bid price for the proposed drainage improvements at the time of the bid with a written amendment to this agreement.
6. **CE shall provide the additional easement revisions and contract document revisions as described in Item 6 above for a lump sum fee of \$7,500.00.**
7. CE shall provide services during construction as described in Item 7 above on a time and material basis not to exceed \$134,000.00 based on CE's hourly rates in the engineering services agreement. The services during construction shall be based on a time allocation of 30 hours project engineer time for bid administration, 8 hours per day resident project representative time for construction observation for 5 out of 7 days per week for a 240 calendar day construction contract, 0.5 hours per day project engineer time for construction administration for 5 out of 7 days per week for a 240 calendar day construction contract, and 30 hours project engineer time for project close-out. The actual fee shall be adjusted based on the actual length of the calendar day contract for the proposed drainage improvements.

JMD By initialing here, the Consultant agrees that the above-described scope of work represents a complete scope of work consistent with the goals of the Owner and no additional tasks will be needed to accomplish the intent.

It is agreed that the above-described work will be completed in accordance with the provisions of the General Services Consulting Contract dated December 18, 2018.

CITY OF PASCAGOULA:

CONSULTANT:

BY: _____

BY: JMD

DATE: _____

DATE: 8/9/2022