



November 8, 2017

Mr. Craig Light, PE
Chief Engineer
City of Jonesboro
300 South Church
Jonesboro, AR 72401

Re: Professional Services for Proposed Street Construction
Bowling Lane – Hill Drive
Jonesboro, Arkansas

Dear Mr. Light:

Associated Engineering, LLC, herein known as AE (the “Consultant”), is pleased to submit this Scope of Work and Fee Proposal to the City of Jonesboro, herein known as the City (the “Client”), for providing Professional Engineering Services for the above referenced project. The project is more specifically defined as a street improvement/extension of Bowling Lane from University Heights School north and east to Hill Drive. The proposed project is some 1,800 l.f. in length and will consist of widening existing streets and new construction. This scope of work is based on a set budget of \$ 400,000.00.

SCOPE OF SERVICES

- 1.) Boundary determination and topographic survey of the project limits.

Perform necessary boundary and topographic surveys to establish existing subdivision/right of way limits within the project scope. Locate existing street and ground elevations, drainage structures, utilities, natural features within the proposed right of way.
- 2.) Provide proposed alignment alternatives and rights of way needed for discussion.
- 3.) Provide report with estimated costs and presentation to City Staff and City Council for proposed conceptual design of improvements.
- 4.) Develop civil plan set for approved conceptual design. Develop COJ approved contract specifications. Provide COJ bidding process of design plan set for construction. Coordination with City Staff for bidding process and construction award through City Council.
- 5.) Provide civil inspection of construction in accordance with civil plan set. Fees to be determined based on final construction plans and schedule.



Additional Services (costs per man-hour rate)

- A. Geotechnical report to include grading and pavement recommendations.
- B. Any changes to the layout, changes to the scope of work or additional services requested by the Client shall be billed on an hourly basis.

The following services are examples of items to be considered additional work:

- Coordination of Environmental Survey, Traffic Survey and Geotechnical Consultants.
- Off-site roadway design or widening improvements.
- Detention pond surveys and/or construction approval.
- NPDES Permit, as required.
- Off-site utilities.
- Governmental approval/permit for wetlands and floodplain mitigation.
- Water distribution report.
- Zoning/rezoning of property.

Project Fees:

Prepare Boundary/Topographic Survey:	\$ 15,025.00
Prepare Proposed Alignments/Rights of Way:	\$ 2,550.00
Prepare Cost Estimate Report:	\$ 1,750.00
Prepare Civil Design Construction Drawings:	\$ 6,600.00
TOTAL FEES:	\$ 25,900.00

*Inspection Fees and Record Drawings, if requested, will be determined once final construction drawings are completed and scope of construction is known.

Approval Signature and Authorization to Proceed



Associated Engineering, LLC

103 S. Church Street – P.O. Box 1462 – Jonesboro, AR 72403 – Phone: (870) 932-3594 – Fax: (870) 935-1263

Compensation for services will be invoiced on a task completion basis with payment due within 30 days of invoice delivery date. Payment received after the 45 day duration will result in a 1.5% late fee for each additional month after the due date. Payment for late collection or legal fees resulting from late collection will be incurred by Client. Engineering liability shall not exceed the Contract amount.

All files and documents (both digital and paper) produced for this project remain the sole property of Associated Engineering, LLC including but not limited to engineering and CAD files, plans, reports, and other documents and files produced by Associated Engineering, LLC and its employees. Files and documents may not be used, copied, shared, reproduced or sold for any reason other than those outlined in this Contract without the prior written authorization of Associated Engineering, LLC. Violation may result in legal action against the Client. The Client will incur all legal fees and/or related costs resulting from the violation of this paragraph.

John M. Easley, Managing Member, Associated Engineering LLC

Date: 11/14/17

Date: _____

Harold Perrin, Mayor, City of Jonesboro

ATTEST:

DONNA JACKSON, CMC, CITY CLERK

