

September 24, 2025

Mr. Craig Light, P.E.
Engineering Director
City of Jonesboro
300 S. Church
Jonesboro, AR 72401

**Re: Additional Services: Plan Revisions
S. Caraway Road Widening (Parker Road to Fox Meadow Lane)
Jonesboro, Arkansas**

Mr. Light:

Pickering Firm, Inc., herein known as Pickering (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 development of the above referenced project. Our scope of services, schedule, and fee are shown below.

General Project Description

Pickering was contracted to perform the survey and design for the widening of South Caraway Road from south of East Parker Road to Fox Meadow Lane. The improvements were based on an approved traffic study and consisted of a combination of a five (5) lane and three (3) lane section. As the project developed, it was decided to provide a ten (10) foot multiuse trail on both the east and west side of the improved section. Due to funding constraints, the City made the decision to revise the project. The project limits will be revised to provide a five (5) lane section from East Parker Rd. to Latourette Drive then continue with a three (3) lane section from Latourette Dr. to Glenn Place. The roadway widening will conclude at Glenn Place and will no longer extend further south to Fox Meadow Lane. The ten (10) foot multiuse trail on the east side of S. Caraway Rd. will be reduced to a six (6) foot sidewalk and will conclude at Glenn Place. The ten (10) foot multiuse trail on the west side of S. Caraway Rd. will remain and extend the full original length of the project to Fox Meadow Lane. The location of this trail, south of Glenn Place, will require redesign, as the roadway through this section is no longer being reconstructed. A more detailed scope of services required for the plan revisions follows.

Scope of Services

Plan Revisions

1. The currently designed five (5) lane section from East Parker Rd. to Latourette Dr. will remain as currently designed, with the exception of the east sidewalk revision.
2. The five (5) lane section will transition to a three (3) lane section and continue as three lanes to Glenn Place. This section was originally designed as five lanes. The City has requested to shift the three (3) lane section to the west in order to utilize as much of the current layout as possible and limit the required redesign of grading, curb & gutter, sidewalk location, etc. to the east side. This will also significantly lessen the impact to

utilities in the area. Based on preliminary discussions with the City, this will be accomplished by shifting the proposed centerline west and providing two lanes west of the proposed centerline and one lane east of the proposed centerline. This will be evaluated in more detail as part of the redesign.

3. The currently designed three (3) lane section from Glenn Place to Fox Meadow Lane will be removed from the project.
4. Pickering will review the drainage design including the hydraulic design and physical layout. The design will be modified based on City design criteria. Required modifications to the drainage structures will be made. Modifications may include sizing, location, and quantity of structures.
5. The ten (10) foot multiuse trail on the east side of S. Caraway Rd. will be reduced to a six (6) foot sidewalk. The location will be adjusted to coincide with the revised curb and gutter locations. The sidewalk will only extend the length of the widening and will end at Glenn Place. In addition, the City may include this sidewalk as a deductive alternate. Plan notation and quantities will be provided accordingly.
6. The ten (10) foot multiuse trail on the west side of S. Caraway between E. Parker Rd. and Glenn Place will be reviewed and may require minor modifications. From Glenn Place to Fox Meadow Lane the multiuse trail will require a location redesign, as the roadway will no longer be widened through these limits. These limits include both open shoulder locations and curb and gutter sections.
7. Erosion control plans will be modified based on the new design.
8. Traffic control plans and phasing scheme will be modified to accommodate traffic within the confines of the reduced widening widths. In addition, the traffic control will incorporate weekend road closures with signed temporary detours to install cross drains as discussed with staff. All traffic control measures, particularly road closures, will be coordinated with staff.
9. All aspects of the plans are expected to be modified including, but limited to: Title, typical sections, erosion control, traffic control, plan and profile sheets, roadway modeling, street and driveway ties, culvert sections, pavement marking, cross sections and all quantity tabulations.
10. Plans will be reviewed and coordinated with City Water & Light and other utilities to accommodate their facilities where feasible. Adjustments are anticipated.

Additional Services

If the City requires services beyond what is provided for in the scope of services listed above, said services can be performed based upon a negotiated fee agreed to by both parties. Additional services will only be performed after written authorization is received.

Project Schedule

Pickering will begin work as soon as the notice to proceed is received. Completion dates are flexible and will be coordinated with the City to ensure the project is not delayed. The City has stated that they would be ready for construction spring of 2026 at the earliest however, they have also expressed the need to get the revised plans to affected utility companies. Pickering will provide a revised "60%" level of completion plans for dissemination to affected utility companies.

Compensation for Basic Services

We will invoice you monthly based on a percentage of actual work completed. We propose to complete the work in the scope of basic services with the fee basis noted below plus customer reimbursable expenses. No markup will be included for reimbursable expenses.

Plan Revisions

Time and Material, NTE..... \$99,860.00

A breakdown of the Plan Revisions fee can be found on the attached fee proposal. The multiplier used for the billing rates shown is 3.716 based upon an indirect cost rate of 231.04 percent plus 0.834 percent facilities Capital Cost of Money (FCCM) (FY 2024).

Please advise if further information is desired and do not hesitate to give me a call at (870) 336-0117 if you have any questions.

Sincerely,

PICKERING FIRM INCORPORATED

A handwritten signature in blue ink, appearing to read 'Michael L. Foster', with a stylized flourish at the end.

Michael L. Foster, P.E.
Project Manager

Justification of Fees and Costs
South Caraway Road Widening - Plan Revisions
3-Lane limits and Multiuse Trail Adjustments
City of Jonesboro, Arkansas

	Estimated Hours						
	Project Manager	Senior Engineer	Engineer	Engineer Intern	Clerical		Total Hours
Plan Preparation							
Roadway Design							
1. Project Administration	24		16				40
2. Revise Title Sheet				2			2
3. Revise Typical Sections			2	16			18
4. Revise Special Details				2			2
5. Revise Erosion Control Sheets			4	16			20
6. Client Meetings to Discuss MOT Revisions	4		4				8
7. Revise Maintenance of Traffic	1		24	48			73
8. Revise Quantities & Sheets	1		8	32			41
9. Revise Roadway Modeling			16	40			56
10. Review & Revise Drainage Design	1		24	56			81
11. Redesign West Multiuse Trail			2	24			26
12. Revise Mainline Plan & Profile Sheets	1		8	40			49
13. Revise Driveway Details			2	8			10
14. Revise Culvert Sections			4	16			20
15. Revise Cross Sections	1		8	24			33
16. Revise Misc. Sheets (Index, Specs., etc.)			1	8			9
17. Revise Cost Estimate	1		2	4			7
18. QC/QA Review	2		24	16			42
19. Misc. Revisions for CW&L Accomodations			16	40			56
20. Buffer for Misc. Revisions			16	24			40
							0
							0
Totals	36	0	181	416	0	0	633

Labor Rates

	\$ 64.00	\$ 70.00	\$ 53.00	\$ 36.00	\$ 25.00				
Labor Cost	\$ 2,304.00	\$ -	\$ 9,593.00	\$ 14,976.00	\$ -	\$ -	\$ -	\$ -	\$ 26,873.00

Overhead % 231.04% \$ 62,087.38

Total Labor and Overhead \$ 88,960.38

Fixed Fee % 12.00% \$ 10,675.25

FCCM Overhead 0.834% \$ 224.12

Total Labor, Overhead, and Fee: \$ 99,859.75

Direct Costs:	Qty.	Unit Price	
Mileage	0	\$ 0.535	\$0.00
Meals	0	\$ 41.00	\$0.00
Lodging	0	\$ 96.00	\$0.00
Postage	0	\$ 100.00	\$0.00
Reproductions: 8 1/2" x 11"	0	\$ 0.10	\$0.00
Reproductions: 11" x 17"	0	\$ 0.15	\$0.00
Reproductions: Full Size	0	\$ 2.00	\$0.00

Total Direct Costs: \$0.00

Project Total \$ 99,859.75