

INDIVIDUAL PROJECT ORDER NUMBER – **McLeroy Boulevard Curb and Gutter Replacement**

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant), and the City of Saginaw, Texas (the Client) in accordance with the terms of the Master Agreement for Continuing Professional Services dated April 17, 2012, which is incorporated herein by reference.

Identification of Project: **McLeroy Boulevard Curb and Gutter Replacement**

Project Understanding:

The Consultant will prepare contract documents for curb and gutter replacement along McLeory Boulevard from Samson Drive to FM 156.

A detailed Scope of Services is provided below:

Specific Scope of Basic Services:

Task 1 – Contract Document Preparation

Professional services under this task will include:

- A. Prepare for, attend, and conduct up to two (2) project meetings with the Client to discuss the design/project.
- B. Prepare a vicinity map for the proposed limits of curb and gutter replacement. One (1) vicinity map will be prepared.
- C. Prepare curb and gutter detail.
- D. Prepare contract specifications, general notes, and contract documents for curb and gutter replacement. The Client will provide quantities and pay items to include into the contract documents. The contract specifications will be based upon the North Central Texas Council of Governments (NCTCOG). The specifications/documents will be 8.5"x11".
- E. Address up to one (1) round of comments from the Client.

Task 2 – Bidding Services

Professional services under this task will include:

- A. Assemble contract documents for advertisement.
- B. Advertise project through CivCast.
- C. Answer Contractor questions during advertisement period.
- D. Issue addenda as necessary.
- E. Tabulate bids and review bidder's qualification.
- F. Prepare letter of recommendation for award.

Task 3 – Construction Phase Services

Professional services under this task will include:

- A. Attend pre-construction meeting.
- B. Visit site during construction as requested by the Client.

- C. Respond to Contractor RFI's. Two (2) RFI's are included in this scope, additional RFI's will be considered additional services.
- D. Review two (2) Contractor pay applications.
- E. Prepare change orders, if required. One (1) change order is included in this scope, additional change orders will be considered additional services.
- F. Attend punch list and final walk-through meetings.

Additional Services (as required and authorized):

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates. Additional services we can provide include, but are not limited to, the following:

- Additional project meetings
- Public meetings
- Final design services
- Geotechnical engineering

Schedule:

Work will begin upon receipt of Notice to Proceed from the Client and will be completed in a mutually agreed upon schedule.

Terms of compensation:

Kimley-Horn will perform the services in Tasks 1 – 3 for the total lump sum fee below. Individual task amounts are informational only. All permitting, application, and similar project fees will be paid directly by the Client.

Task 1	Contract Document Preparation	\$ 6,500.00
Task 2	Bidding Services	\$ 3,500.00
Task 3	Construction Phase Services	<u>\$ 4,000.00</u>
Total Lump Sum Fee:		14,000.00

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Consultant project number.

ACCEPTED:

CITY OF SAGINAW, TEXAS

KIMLEY-HORN AND ASSOCIATES, INC.

BY: _____
Gabe Reaume
City Manager

BY:  _____
Scott R. Arnold, P.E.
Assistant Secretary

DATE: _____

DATE: March 28, 2019