

June 6, 2014

Honorable Mayor Koniar
City of Foley
P.O. Box 1750
Foley, Alabama 36535

RE: Foley Beach Express – Drainage Repairs – Unnamed Tributary of Sandy Creek

Dear Honorable Mayor Koniar,

Sawgrass Consulting, LLC, (Sawgrass) has been asked to provide a proposal for survey and design services to repair damages caused by the April 30, 2014 Rain Event along the East R/W of the Foley Beach Express. The damage is located at a downstream culvert between Sandy Creek Bridge and US 98 intersection.

Enclosed you will find an attached Scope of Services and corresponding fees that will be required to accomplish this project.

We appreciate the opportunity to partner with you on this Project and please do not hesitate to call if you have any questions or need to discuss this Proposal in more detail.

Sincerely,



Stephen Delahunty, P.E.

Vice President

Cc: Mr. Taylor Davis, City of Foley Engineer

Scope of Services

Geotechnical Services

Construction Testing – Geo Con Engineering and Material Testing

Topographic Survey

A survey of the East Rights-of-Way (ROW) and portions of the adjacent property along the Foley Beach Express and sections along the downstream drainage way. We will also gather topographic information on the existing drainage structures within the ROW and impacted utilities leading to and around the repair site. The survey will develop a topographic map of the site at 1-foot intervals.

Damage Assessment

Sawgrass will perform a field evaluation in order to determine extent of the damage so a “complete repair” plan can be developed. The evaluation and its report will provide aid in the repair recommendation, design scope and the construction drawings. This report can also assist as support documentation should the City seek Federal Assistance for funding the repairs.

Hydraulic Survey (if required)

In order to secure Federal assistance for making the repairs and improvements on the existing cross drain, a hydraulic survey/study may be required. This task consists of determining the drainage area contributing to the structure in question and performing hydraulic calculations to determine the flow rates for various storm frequencies. Should this be required, Sawgrass will collect the necessary data to determine the contributing drainage area and perform the calculations to satisfy the Federal requirements.

Environmental Permitting (if required)

Sawgrass will provide Environmental Permitting Services as required to ensure State and Federal reimbursement for the work to be performed. As directed by FEMA, it may be required that all work to repair and/or improve the existing structure be in compliance with the National Environmental Policy Act (NEPA). If required, Sawgrass will perform the necessary field work and documentation in accordance with NEPA requirements.

Plan Development and Specifications

Sawgrass will provide a design repair plan that will include typical section(s), drainage sections, a grading plan, special repair details, construction details, traffic control plan, summary of quantities and erosion control plan for the project. The plans will also incorporate the recommendations from the findings from the Damage Assessment, and other necessary information required to sufficiently illustrate the design intent. The specifications will adhere to the requirements and format of the agency providing Federal Assistance.

Bid Document Preparation and Bidding Assistance

Sawgrass will provide bid/contract documents that are relevant to the project scope for the procurement phase of the project. We will coordinate the advertisement for bidders, hold a pre-bid conference, perform the bid letting and issue a certified bid tab for recommendation to award. Multiple sets of plans and bid documents will be prepared and distributed to all interested vendors.

Construction Inspection and Reporting

Sawgrass personnel will provide Construction Engineering and Inspection (CE&I) services for the development of this project. These services include daily or every other daily review of the Contractor's progress for compliance with the terms and conditions of the Contract Documents and to the Design and Construction Standards for the City of Foley and or Funding Agency. We will record the quantities of materials used and verify the Contractor's monthly invoices for payment match the services provided in accordance with the unit price contract.

Attachment A

Compensation

Sawgrass will perform the scope of services described herein for the following fees:

Geotechnical Services

Construction Testing	\$1,800.00 Lump Sum
Survey	\$2,200.00 Lump Sum
Damage Assessment	\$2,000.00 Lump Sum
Hydraulic Survey (if required)	\$2,300.00 Lump Sum
Environmental Assessment (if required)	\$3,500.00 Lump Sum
Plan Development	\$8,000.00 Lump Sum
Bidding Assistance	\$3,300.00 Lump Sum
Construction Engineering and Inspection	Hourly (Budgeted \$7,000.00)