



HUTCHINSON, MOORE & RAUCH, LLC

Engineers • Surveyors • Land Planners

2039 MAIN STREET
DAPHNE, AL 36526
TEL: 251.626.2626

Taylor L. Davis, PE
Asst. City Engineer
City of Foley Engineering Dept.

Proposal for Graham Creek Road Layout

Mr. Taylor,

Hutchinson, Moore & Rauch, LLC (HMR) appreciates the opportunity to provide you a proposal to layout the centerline of the proposed Graham Creek Road. The work scope for this project will be in two phases. Phase 1 will include temporary staking for purposes of clearing the constructions limits of the new road. Phase 2 will be the final stakeout of the centerline after completion of the clearing for the construction limits. Attached to this letter is a contract for HMR's services. Within this document you will find a more detailed work scope along with our proposed fees.

If you have any questions please do not hesitate to contact me at (251) 380-8738.

Sincerely,

HUTCHINSON, MOORE & RAUCH, LLC

A handwritten signature in blue ink, appearing to read "Stuart L. Smith", written over a horizontal line.

Stuart L. Smith, P.L.S.
Director of Survey

3/27/2015

HUTCHINSON, MOORE & RAUCH, LLC

Professional Services Agreement

PART 1. GENERAL

THIS AGREEMENT, including attachments as hereinafter noted, made and entered into and between Hutchinson, Moore & Rauch, LLC and the Client identified herein, provides for the Professional Services described under Part 3 of this Agreement.

Client: City of Foley

Address: _____

City/State/Zip Code: Foley, AL 36535

Contact Person: Taylor Davis

Phone: 251.970.1104 **Fax:** _____ **Cell:** _____

Short Title: Graham Creek Road Layout, or the "Project"

PART 2. GENERAL DESCRIPTION OF PROJECT SITE:

New road across Tax Parcel #61-06-13-0-000-003.010 & #61-06-14-0-000-004.000

PART 3. **DESCRIPTION OF PROFESSIONAL SERVICES** to be provided by Hutchinson, Moore & Rauch, LLC are identified below:

See attachment A – Scope of Services

PART 4. **THE COMPENSATION TO BE PAID** Hutchinson, Moore & Rauch, LLC for providing the requested Services shall be as follows:

Phase 1 = \$4,900.00

Phase 2 = \$2,800.00

IN WITNESS WHEREOF, this Agreement, which is subject to the General Terms and Conditions (Part 5.) is accepted on the later date written below.

HUTCHINSON, MOORE & RAUCH, LLC:

SIGNED:

TYPED NAME:

John Koniar

TITLE:

Mayor

DATE:

03/27/2015

SIGNED:

TYPED NAME:

Stuart L. Smith, PLS

TITLE:

Director of Survey

DATE:

03/27/2015

PART 5. TERMS AND CONDITIONS

- 5.1 DATE OF COMMENCEMENT AND DURATION:** The Date of Commencement of this Agreement shall be the date last appearing on the signature page. This Agreement shall remain in effect for 12 months from the acceptance date of this agreement, or until terminated as provided herein, or extended by mutual agreement in writing.
- 5.2 IF HUTCHINSON, MOORE & RAUCH, LLC's SERVICES UNDER THIS AGREEMENT ARE DELAYED** for reasons beyond HUTCHINSON, MOORE & RAUCH, LLC's control, the completion date specified in this Agreement shall be modified accordingly and the fees shall be renegotiated for any unfinished services as of the effective date of such change.
- 5.3 COMPENSATION DEFINITIONS:** Reimbursable costs include: fees of Professional Subcontractors (whose expertise is required to complete the project) and out-of-pocket expenses, the cost of which shall be charged at actual costs plus an administrative charge of ten percent (10%) and shall be itemized and included in the invoice.
- 5.4 INVOICE PROCEDURES AND PAYMENT:** Hutchinson, Moore & Rauch, LLC shall submit invoices to the Client for Services accomplished during each calendar month. For Services provided on a Lump Sum basis, the amount of each monthly invoice shall be determined on the "percentage of completion method" whereby Hutchinson, Moore & Rauch, LLC will estimate the percentage of the total Services (provided on a Lump Sum basis) accomplished during the invoicing period. Monthly invoices shall include, separately listed, any charges for Services for which time charges and/or unit costs shall apply. Such invoices shall also include, separately listed, any charges for Professional Subcontractors and reimbursable costs. Hutchinson, Moore & Rauch, LLC shall submit such invoices as soon as possible after the end of the month in which the Services were accomplished and shall be due and payable by the Client upon receipt.
- The Client, as owner or authorized agent for the owner, hereby agrees that payment will be made for said Services within thirty (30) days from the date of the invoice; and, in default of such payment, hereby agrees to pay all costs of collection, including reasonable attorney's fees, regardless of whether legal action is initiated. The Client hereby acknowledges that unpaid invoices shall accrue interest at twelve percent (12%) per annum after they have been outstanding for over sixty (60) days. If an invoice remains unpaid ninety days (90) after the date of the invoice, Hutchinson, Moore & Rauch, LLC may, upon giving seven (7) days written notice of its intent to do so, suspend all Services on the Client's project. This suspension shall remain in effect until all unpaid invoices are paid in full. If an invoice remains unpaid one hundred and twenty days (120) after the date of the invoice, Hutchinson, Moore & Rauch, LLC may, upon giving seven (7) days written notice of its intent to do so, terminate this Agreement and pursue its remedies for collection.
- 5.5 EXPERT WITNESS SERVICES:** It is understood and agreed that Hutchinson, Moore & Rauch, LLC services under this Agreement do not include participation, whatsoever, in any litigation. Should such services be required, a Professional Services Agreement Addendum may be negotiated between the Client and Hutchinson, Moore & Rauch, LLC describing the services desired and providing a basis for compensation to Hutchinson, Moore & Rauch, LLC.
- 5.6 COST ESTIMATES:** Client hereby acknowledges that Hutchinson, Moore & Rauch, LLC cannot warrant that estimates of probable construction or operating costs provided by Hutchinson, Moore & Rauch, LLC will not vary from actual costs incurred by the Client.
- 5.7 LIMIT OF LIABILITY:** The limit of liability of Hutchinson, Moore & Rauch, LLC to the Client for any cause or combination of causes resulting from the Services hereunder rendered, shall be, in total amount, limited to the fees paid under this Agreement.
- 5.8 CONSTRUCTION SERVICES:** If, under this Agreement, professional services are provided during the construction phase of the project, Hutchinson, Moore & Rauch, LLC shall not be responsible for or have control over means, methods, techniques, sequences, or procedures; or for safety precautions and programs in connection with the Work. Nor shall Hutchinson, Moore & Rauch, LLC be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents or for Contractor's failure to comply with applicable laws, ordinances, rules or regulations. Under no circumstances will Hutchinson, Moore & Rauch, LLC have any direct contractual relationship with the contractor, any subcontractors or material suppliers.
- 5.9 INSURANCE:** Hutchinson, Moore & Rauch, LLC shall at all times carry, on all operations hereunder, worker's compensation insurance, public liability and property insurance, automotive public liability and property damage insurance, and professional errors and omissions insurance. At the request of the Client, Hutchinson, Moore & Rauch, LLC will have the client listed as additional insured where appropriate.
- 5.10 ASSIGNMENT:** Neither the Client nor Hutchinson, Moore & Rauch, LLC will assign or transfer its interest in this Agreement without the written consent of the other. Hutchinson, Moore & Rauch, LLC, however, does reserve the right to subcontract any portion of the Services.
- 5.11 SUSPENSION, TERMINATION, CANCELLATION OR ABANDONMENT:** In the event the Project described in, or the Services of Hutchinson, Moore & Rauch, LLC called for under this Agreement, is/are suspended, canceled, terminated, or abandoned by the Client, Hutchinson, Moore & Rauch, LLC shall be given seven (7) days prior written notice of such action and shall be compensated for the Services provided up to the date of suspension, termination, cancellation, or abandonment including reimbursable expenses in accordance with the provisions of this Agreement.
- 5.12 ENTIRETY OF AGREEMENT:** This Agreement embodies the entire Agreement and understanding between the parties, their successors and assigns hereto, and there are no other agreements and understandings, oral or written, with reference to the subject matter hereof that are not merged herein and superseded hereby. No alteration, change or modification of the terms of this Agreement shall be valid unless made in writing and signed by both parties hereto. The laws of the State of Alabama shall govern this Agreement unless specifically stated otherwise. This Agreement includes this document.
- 5.13 HOLD HARMLESS:** The Client will hold harmless and indemnify Hutchinson, Moore & Rauch, LLC for any design changes, construction changes, or damages resulting from the use of a topographic survey or other information prepared by others and provided by the Client.
- 5.14 GENERAL CONDITIONS:** HMR will not provide a certification letter(s) for Site Plans designed by HMR without verifying, at a minimum and not limited to the following: finished floor elevations, storm sewer pipe sizes and invert elevations, sanitary sewer pipe sizes and invert elevations, water line pipe sizes, detention and outfall structure dimensions and elevations, curb and asphalt elevations.

Unless specifically detailed in the Scope of Work for this contract, the fees for these services are considered separate from and in addition to all other services and will be paid for by Client as a negotiated lump sum fee or hourly per the attached Rate Schedule.

Initials_____

ATTACHMENT A
SCOPE OF SERVICES

Hutchinson, Moore & Rauch, LLC (HMR) shall perform the following professional services.

Graham Creek Road Centerline Layout

Phase 1 – Centerline Stakeout for clearing will include the following:

- Set horizontal and vertical control along the project extents.
- Stake the centerline of the proposed alignment at 100' stations along approaching tangents, 50' stations along curves, and 25' intervals within curves having a radius less than or equal to 100'.
- Flag the limits of construction 45' both sides of the centerline corresponding to the alignment.
- Locate and record topographic data along the centerline profile of the alignment.
- CAD file database will be set up to show the alignment, the topographic data collected of the vertical profile, and all control.

Phase 2 – Centerline Stakeout after clearing the construction extents as follows:

- Re-stake centerline alignment using Hubs & Tacks.
- Tall stakes and/or guard stakes will be used showing the stationing of the centerline.

Initials_____