

18,830

March 25, 2024

FILED FOR RECORD
at 1:00 o'clock P M

MTG | STOVALL
ENGINEERS & SURVEYORS

Judge Bobby Stovall
Hunt County, TX

MAY 28 2024

By BECKY LANDRUM
County Clerk, Hunt County, Tex.

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Corporate Office
5930 Summerhill Road
Texarkana, Texas 75503

Delivered via Email: bstovall@huntcounty.net

**Re: Puddin Hill Office Conversion
Greenville, Hunt County, Texas**

MTG|Stovall (MTG) is pleased to submit this proposal to you to provide professional engineering services for the Hunt County Offices Conversion of the previous Puddin' Hill Site (Parcel # 37310), a tract of land in Greenville, TX. It is our understanding that the scope of work would consist of a Civil and Landscaping package of the Project as shown in Figure 1.

Civil Construction Documents

MTG will prepare a schematic site plan for basis of design, utilizing topographic information from a previous contract. After receipt of building plans, MEP plans and foundation plans, provided in both CAD and PDF formats, MTG will prepare the civil engineering plans for the proposed development, including drainage, water and sewer connections based on the final schematic layout.

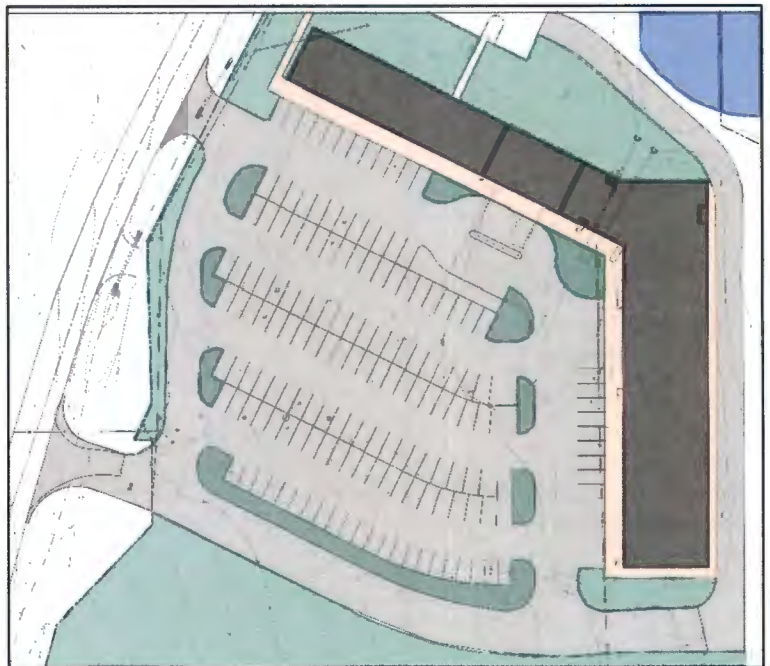


Figure 1

These construction documents will provide the plans and details necessary for constructing and permitting the Project with the appropriate agencies. Pavement Design will be based on recommendations by a 3rd party geotechnical firm under separate contract to the Owner. MTG is available to coordinate with geotechnical companies for proposals, boring approval and log review.

MTG proposes to provide the following plan sheets for the civil construction plans:

- Existing Conditions Plan,
- Demolition Plan,
- Dimensioned Site Plan,
- Pavement Plan/Fire Lane Plan,
- Grading Plan,
- Utility Plan with wet utility connections and extensions,
- Erosion Control Plan,
- Pavement Details (based on geotechnical report), and
- Construction Details.

Driveway Permit

There are 3 existing driveways within the TxDOT ROW, with 2 proposed remaining and enlarged driveways that will require permitting. It is assumed that a short form TIA will be required for permitting the driveways. MTG will prepare the necessary documents for TxDOT approval and permitting.

Drainage Analysis

The site currently lies in a FEMA Zone AE/Zone A Flood Plain, with a portion of the existing building lying within the flood plain limits. Current AE Elevations and BLE Elevations show that the structure is elevated above the flood plain. However, some of the proposed limits of work, grading and pavement will encroach inside the flood plain and BLE limits, and a flood plain development application will be required for permitting.

Landscaping

MTG will work with Studio 230 for Monument sign design, irrigation layout and decorative pavement. MTG will work with local landscape companies for modifications to landscape plan with the County. All will be documented on a Landscape and Irrigation Plan and incorporated into the civil documents.

Exclusions

Items not included in the scope of design, but that can be added with additional information and fees, would be retaining walls, pond modifications, sewer lift stations (if required), detention basins, or a long form traffic impact analysis for TxDOT. Additionally, no permitting is included with this scope of work with the City, TxDOT, TCEQ, and TDLR.

Construction Support

Construction support can vary depending on construction season, weather, and contractor selected. Because of this, we recommend that this be provided hourly, with a not to exceed fee without prior notification. MTG has assumed a fee based on past projects and will bill these hourly with any descriptions necessary. Some of these items include:

- Cursory Construction Inspection,
- Construction Staking,
- Submittal Review,
- Material Testing Review,
- RFI's and Contractor Questions, and
- As-Built Surveys.

Stormwater Pollution Prevention Plan (SWPPP)

It appears that the proposed site development would be considered a large site and registration is required with TCEQ. MTG is available to provide the SWPPP and assist with registration with STEERS, if desired as an optional service. Weekly inspection is not included but can be provided for additional fees on an hourly basis.

Compensation

MTG proposes to provide the services described above on an hourly basis with a not to exceed cost as follows:

Civil Construction Documents.....	\$45,000.00
Drainage Analysis and Flood Plain Development Application.....	\$ 6,500.00
Driveway Permitting.....	\$ 2,500.00
Landscape and Irrigation Plans.....	\$ 5,500.00
Construction Support.....	\$ 8,500.00

Total..... \$68,000.00

SWPPP..... \$ 1,750.00

If you have any questions regarding this proposal, please contact me at (903) 838-8533 or email me at kwood@mtgengineers.com. If this proposal meets with your approval, please complete the Authorization to Proceed below. We look forward to working with you on the project.

Sincerely,

MTG|Stovall

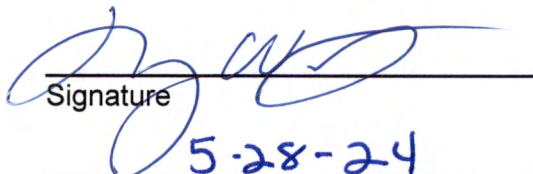


Kayla Wood, PE
President, Project Manager

AUTHORIZATION TO PROCEED:

I have read this proposal in its entirety and agree to all its terms and conditions.

ACCEPTED BY:



Signature

Bobby W. Stovall
Printed Name

Date

5-28-24

Address

Hunt County, Tx

Phone No.

903 408 4144