



March 12, 2014

Mr. Joshua Plumb  
39700 W Civic Center Plaza  
Maricopa, AZ 85138

**RE:** Edison Road Industrial Park Design

Mr. Plumb,

As requested, we have updated our previous scope of work and cost proposal for engineering services for the final design of Edison Road between Roosevelt Avenue and SR 238. The update includes the additional roadway connection to Garvey, waterline extensions through the site, and 30% concept plans to SR 347. Also we have revised our post design services, right-of-way acquisition, and potholing efforts according to your requests.

We believe that this scope of services is comprehensive and sufficient for this design.

We appreciate the opportunity to assist the City with this project. If you have any questions concerning the proposed scope and fixed fee, please let me know.

Sincerely,

A handwritten signature in black ink that reads 'Elijah E. Williams'.

Elijah E. Williams, P.E.  
President



**CITY OF MARICOPA  
EDISON ROAD – SR 347 TO SR 238  
ROADWAY DESIGN PROJECT**

**PROPOSED SCOPE OF WORK  
DESIGN SERVICES**

**PROPOSED IMPROVEMENTS:** Edison Road is currently constructed with half street improvements between SR 347 and Roosevelt Avenue. In addition, a small, paved access road has been constructed to the City's new fire station located west of Roosevelt Avenue. This project will construct Edison Road from Roosevelt Avenue through a proposed City industrial park and north to SR 238 and will develop a preliminary design (30%) for half street improvements on Edison Road from SR 347 to Roosevelt Avenue. Design scope will also include a road connection between Edison Road and Garvey Avenue, compatible with the future plans for the Amtrak station and transit area. The alignment and typical section will roughly follow the approved concepts provided to the City by EPS Group. Modifications to the alignment are anticipated to accommodate existing curbing in front of the fire station.

This new roadway will provide an urban section comprised of two lanes in each direction, a center raised median, curb and gutter, and detached or meandering sidewalks. Complete landscaping will be provided through the City's industrial park area (median and shoulders within the proposed 120' right-of-way) and median landscaping north of the industrial site to SR 238.

A traffic signal may be provided at SR 238 depending on the outcomes of the traffic analysis. Street Lighting will be provided throughout the project.

Water and sewer utilities are anticipated throughout the industrial park area and up to SR 238. Appropriately sized sewer stubs and water line extensions will be provided to accommodate future site development within the industrial park.

**Task 1 – SURVEY/MAPPING**

**A. Topographic Surveys:**

Topography will be prepared from cross sections taken at 100' intervals along the following alignments:

- State Route 238: Full street cross sections extending 1000' east and 1000' west from the intersection of the new roadway centerline intersection with SR 238.
- Proposed Roadway alignment from SR 238 to Edison Road: Cross sections reaching 300' each side of the proposed centerline alignment, from SR 238 to the new fire station, then narrowing into the existing Edison Road alignment, tying into the existing aerial mapping at Edison.

Additional site topography will be prepared from cross sections taken at 100' intervals across the remainder of the City of Maricopa property that lies

north of Garvey Road. Full street cross sections will be taken at 100' intervals along Garvey Road in front of the project site, and will extend 100 feet east and west of the site. The drainage structure under the railroad tracks, south of the project site will be located.

Elevations will be tied to ADOT P&M Project 3830. The topography will be utilized for the development of improvement plans.

Deliverable: Topographic survey drawing and .dwg file.

#### B. Utility Mapping

1. The topographic mapping will be supplemented with line work for utility lines, based upon available record mapping from applicable utility companies.
2. Horizontal and vertical data for sewer and storm drain manholes, catch basins and irrigation structures will be added to the base map file per surveyed inverts, along with the aforementioned field data.

#### C. Utility Coordination

1. Utility coordination shall be conducted in accordance with APWA AUCC Public Improvement Project Guide
2. Utility information shall be included with the base mapping per as-built information obtained from utility maps in the project corridor.
3. Based on as-built information and field reconnaissance EPS will provide potholes (as approved via allowance), identifying locations, type, and size of utilities to be potholed. Gravity lines will not be potholed and will be based on surveyed inverts.
4. Meet with the City staff and utilities, as required, to resolve issues related to potential utility conflicts and identify any needs for upgrade of their facilities.
5. Send a letter to each utility company notifying them of the project and defining the project scope and timeline, and also send one set each 30%, 60%, 95% and Final plans to each utility company for their review along with a request for written response from each company to determine the disposition of their utility as it relates to the planned roadway improvements.

### Task 2 – DESIGN

#### A. Alignment Definition

1. EPS will refine previously completed alignments to account for existing curbing in front of the City fire station and the proposed southerly shift in the Edison Road alignment. Consideration will be given to the alignment of other industrial park roadways to ensure that intersections are correctly located within the park site. The site will not be platted at this time and specific parcel sizes will not be determined. Waterline alignments shall be based on the conceptual alignments of the industrial park roadways.
2. Provide conceptual plan for portions of Edison Road between SR 347 and Roosevelt Avenue.

3. Coordinate with the design of the Public Works / Fleet Services / Fire Maintenance facility.
- B. Preliminary Design (30%)
1. Prepare preliminary (30%) plans of the project
    - a. Design shall be based on City of Maricopa and appropriate MAG and Agency Standard Details.
    - b. All drawings shall be prepared using AutoCAD in a City standard format.
    - c. Work will include typical sections, roadway plan & profiles, preliminary right-of-way requirements, water and sewer plans, and drainage plans.
    - d. Submit three (3) full size copies and two (2) half size copies of the preliminary plans to the City of Maricopa for distribution and review.
    - e. EPS will distribute the preliminary plans to the appropriate utility companies and ADOT for their review and comments.
  2. Identify proposed utility relocations, if required.
  3. Prepare and submit initial Drainage Report
  4. Prepare and submit initial Traffic Report
  5. Prepare and submit initial Water and Sewer Report
  6. Prepare a preliminary estimate of probable construction quantities and costs.
  7. Meet with City of Maricopa staff to review comments and resolve potential conflicts.
- C. Intermediate Design (60%)
1. Prepare Intermediate (60%) plans of the project.
    - a. Update the 30% documents. Plans to include plan and profile drawings, signing and pavement marking plans, signal and lighting plans, structural designs, and special details.
    - b. Prepare an estimate of probable construction cost.
    - c. It is anticipated that any general conditions will be provided by the City. Preparation of written specifications and/or special conditions related to traffic signal (if required), water, sewer, etc. that are not covered by the City or MAG and are unique to this project will be provided.
  2. Prepare and submit Final Drainage Report for approval
  3. Prepare and submit Final Traffic Report for approval
  4. Prepare and submit Final Water and Sewer Report for approval
  5. Submit (3) full size copies and two (2) half size copies of plans including redline drawings from 30% review with EPS responses to comments, to the City of Maricopa for review and comment.
    - a. EPS will distribute the intermediate plans to the appropriate utility companies and ADOT for their review and comments.
  6. Meet with City of Maricopa staff to review Intermediate Design comments and adjudicate as necessary.
- D. Final Design (90%)
1. Prepare the following, incorporating adjudicated comments from the Intermediate Design review and other coordination:

- a. Prepare Final Plans and special conditions. Submit 90% plans and specifications to the City for review.
  - b. EPS will distribute plans to the appropriate utility companies for their review and comments.
  - c. An estimate of probable construction cost will be prepared.
2. Submit redline drawings from 60% review, to the City for review and comments. Submit (3) full size copies and two (2) half size copies of plans to the City of Maricopa for review.
  3. Meet with City of Maricopa staff, as necessary, to review Final Design comments.
- E. Bid Documents (100%)
1. Modify Final Plans and specifications/special conditions, as required, to incorporate final review comments.
  2. Provide three full size copies and three (3) half size pre-submittal copies of 100% plans including the 90% redline review set to the City's Project Manager prior to submitting the reproducible documents with a CD.
  3. Submit one (1) set of reproducible sealed plans, on 3 mil Mylar, to the City upon authorization by the City's Project Manager. Submit final specifications/special conditions and estimate of probable construction cost. Reproduction and distribution of Bid Documents will be done by the City.
  4. Provide final drawings in electronic format on CD. Drawing files will be in AutoCAD (.dwg and .dxf) format and pdf.
  5. It is anticipated that any general conditions will be provided by the City. Preparation of written specifications and/or special conditions related to traffic signal (if required), water, sewer, etc. that are not covered by the City or MAG and are unique to this project will be provided.

### Task 3 –REPORTS

- A. **Drainage:** Consultant shall prepare a final drainage analysis to determine the final size of the drainage facilities. All drainage facilities are anticipated to be associated with the roadway improvements and no regional drainage analyses are anticipated.

Deliverables: Initial and final drainage reports with applicable calculations and exhibits of the proposed drainage systems.

- B. **Water and Sewer:** Consultant shall prepare a final water and sewer study to determine the final size of these facilities and related stubs to adjacent parcels. Designs shall be based on applicable City of Maricopa and ADEQ requirements. Global Water is anticipated to be the service provider.

Deliverables: Initial and final water and sewer reports with applicable calculations and exhibits of the proposed systems

- C. **Traffic:** Consultant shall prepare a traffic analysis to define the laneage requirements at the SR 347 and SR 238 intersections. This study will also

conduct a signal warrant analysis to determine if a signal is required at the SR 238 intersection. As both intersections connect to Arizona State Highways, it is anticipated that ADOT review and approval will be required. Traffic data will be based on models developed in association with the SR 347 UPRR Overpass DCR with some supplemental traffic counts.

Deliverables: Initial and final traffic reports with applicable calculations and exhibits of the proposed laneages.

- D. **Cultural Resource Survey:** Consultant shall prepare a cultural resource survey of the study area. This will be completed as described in the attached scope of work from ACS and will supplement ACS work already completed with the SR 347 DCR and EA.

Deliverables: Cultural Resource Survey Report.

#### TASK 4 – PROJECT MANAGEMENT

The Consultant shall perform the following management tasks during the project:

- A. Project Direction
  - 1. Direct the activities of the Consultant's project team and resolve technical, staffing, schedule, and cost issues.
- B. Progress Reports
  - 1. Prepare and submit progress reports to the City monthly in a format acceptable to the City. Progress reports shall be submitted with the Consultant's monthly invoice.
- C. Project Control
  - 1. Develop and implement a project control system to document, monitor evaluate, and resolve issues related to project schedule and budget. The control system should track, as a minimum, schedule and budget related to project deliverables and milestones.

#### TASK 5 – PROJECT COORDINATION

- A. Client Coordination: Coordinate project progress with the City of Maricopa staff as described in Tasks 1 through 4 above.
- B. Attend coordination and/or plan review meetings with the City of Maricopa staff. This scope includes an estimate of eight (8) project coordination meetings.
- C. Public Meetings: The Consultant will attend up to two (2) public meetings during the course of the design. These public meetings may be either a formal presentation or open house format. The Consultant will prepare exhibits and handouts as needed for these meetings and assist the City in presenting the materials as requested.
- D. Utility Coordination: Identify the existing and proposed utilities and structures along the project route as described in Task 2 above. It is anticipated that the City and the Consultant will meet with the utility companies whose facilities

will require relocation as part of this project. This scope includes three (3) meetings with utility companies.

- E. The Consultant staff will attend a Public Meeting for the proposed project improvements (including providing the exhibits as described herein) and support the City of Maricopa staff in addressing public comments.
  - 1. Mounted color aerial boards for the proposed improvements will be provided at 1"=40' scale.

#### TASK 6 – ALLOWANCE ITEMS

- A. Potholing:
  - 1. Provide up to 10 potholes to assist in utility locating efforts. Potholes are anticipated to be associated with structural foundations and or traffic signal pole foundations.
- B. Legal Descriptions and Exhibits:
  - 1. Legal Descriptions will be prepared for Right-of-Way, easements, and/or Temporary Construction Easements. It is assumed that up to 10 legal descriptions/exhibits will be required. Provide Title Reports for those parcels, and any other parcels in question. Modifications to the alignment/easement configuration that take place after the legal description development may be considered additional services.
  - 2. Provide appraisal and acquisition services.
  - 3. The fee for legal description preparation will be a per legal/exhibit allowance.
- C. Post Design Services:
  - 1. During the bidding process, the consultant staff will assist the City. Services will include participation in the pre-bid meeting and answering contractor questions.
  - 2. During Construction, EPS will attend weekly construction meetings and/or field reviews as requested, up to 4 meetings and 3 site visits are assumed. .
  - 3. EPS will respond to up to 4 RFI's and prepare any associated exhibits.

#### Exclusions:

- 1. Private Utility Design
- 2. Public information services and advertising for the public meetings.

**Fee Estimation Worksheet**

Date: 3-12-14

PROJECT: City of Maricopa - Edison Road Industrial Park Design

Job No.: 13-137.3

DESCRIPTION	Labor Class Rate	\$220.00	\$165.00	\$135.00	\$95.00	\$85.00	\$60.00	\$120.00	\$90.00	\$75.00	\$140.00	\$135.00	\$98.00	Task Cost
	Principal	Project Manager	Project Engineer	Design Technician	CAD Technician	Clerical	Landscape Architect	Senior Landscape Designer	Landscape Designer	Survey 2-man	Project Surveyor	Survey Tech		
K/O Meeting and Field Review		4	4			1								\$1,260.00
Topographic Survey										47	7	26		\$10,073.00
Alignment/ Site Concept Revisions		5		8	4		6		6					\$3,095.00
30% Plans		52	128	185	204	1								\$60,835.00
* Initial Drainage Report		4	27	48	6									\$9,375.00
* Initial Water & Sewer Report		4	20	50	8									\$8,790.00
* Initial Traffic Report		3	20	15	4									\$4,960.00
60% Plans		32	105	135	158	1								\$45,770.00
* Final Drainage Report		3	16	25	4									\$5,370.00
* Final Water & Sewer Report		2	10	25	4									\$4,395.00
* Final Traffic Report		2	10	7	4									\$2,685.00
* Draft Special Provisions		9	17	18										\$5,490.00
95% Plans		28	109	138	154	1								\$45,595.00
* Final Special Provisions		4	13	11										\$3,460.00
100% Plans		18	66	70	87	1								\$25,985.00
Landscape Plans (60%, 90%, 100%)							119	206	230					\$50,070.00
SVPPPP		2	8	16	21									\$4,715.00
Design Quantities & Cost Estimates (30%,60%, 95%, 100%)		6	20	74	39									\$14,035.00
Project Coordination & Permit Applications w/Client, Utilities, Public Involvement		39	78	25	17	4								\$21,025.00
Projection Management-Direction, Consultant Coordination, Progress Reports, Schedule, & Project Controls		35	42			2								\$11,565.00
<b>TOTAL HOURS</b>	<b>0</b>	<b>252</b>	<b>693</b>	<b>850</b>	<b>714</b>	<b>11</b>	<b>125</b>	<b>206</b>	<b>236</b>	<b>47</b>	<b>7</b>	<b>26</b>	<b>3167</b>	
<b>SUBTOTAL FEES</b>	<b>\$0.00</b>	<b>\$41,580.00</b>	<b>\$93,555.00</b>	<b>\$80,750.00</b>	<b>\$60,690.00</b>	<b>\$660.00</b>	<b>\$15,000.00</b>	<b>\$18,540.00</b>	<b>\$17,700.00</b>	<b>\$6,580.00</b>	<b>\$945.00</b>	<b>\$2,548.00</b>	<b>\$338,548.00</b>	

**Contract Expenses** \$5,102.00

Subconsultants

Ninyo and Moore \$7,500.00  
 Wright Engineering \$3,400.00  
 Coates Irrigation \$3,910.00  
 Tierra Right-of-way \$8,200.00  
 ACS \$3,045.00

**TOTAL FIXED FEE** \$369,705.00

Allowances

Post Design Services (includes 4 RFI's, attendance to 4 meetings, 3 site visits) \$11,500.00  
 Potholing (up to 10 holes) \$8,200.00  
 Legal Descriptions (up to 10 legals) \$7,100.00

**TOTAL FIXED FEE w/ Allowances** \$396,505.00



**Reimbursables  
City of Maricopa  
Edison Road - Industrial Park**

<b>Data Collection - Prints, etc.</b>	\$80.00
<b>30% Plans Submittal</b>	
(62 Sheets) 16 each @ \$0.20/sheet (1/2 size)	\$199.00
(62 Sheets) 3 each @ \$1.00/sheet (full size)	\$186.00
<b>60% Plans Submittal</b>	
(101 Sheets) 16 each @ \$0.20/sheet (1/2 size)	\$324.00
(101 Sheets) 3 each @ \$1.00/sheet (full size)	\$303.00
<b>90% Submittal</b>	
(108 Sheets) 16 each @ \$0.20/sheet (1/2 size)	\$346.00
(108 Sheets) 3 each @ \$1.00/sheet (full size)	\$324.00
<b>100% Submittal</b>	
(108 Sheets) 16 each @ \$0.20/sheet (1/2 size)	\$346.00
(108 Sheets) 3 each @ \$1.00/sheet (full size)	\$324.00
<b>Bid Plan Set</b>	
(108 Sheets) 1 each @ \$15/sheet (Mylar)	\$1,620.00
<b>Exhibit Boards for Public Meeting(s)</b>	
7 - 24"x36" Boards in color @ \$120/ea	\$840.00
Deliveries - 6 @ \$25 Each	\$150.00
Mailing	\$60.00
<b>Total Reimbursables</b>	<b>\$5,102.00</b>

Remibursables do not include reproduction of Plans & Bid Documents for bidding purposes.

November 7, 2013  
Proposal No. P-95450

Elijah Williams, P.E.  
EPS Group  
2045 South Vineyard Avenue, Suite 101  
Mesa, Arizona 85210

Subject: Proposal to Perform Geotechnical Evaluation  
New Roadway  
Pinal County, Arizona

Dear Mr. Williams:

Pursuant to your request, Ninyo & Moore is pleased to submit this proposal to perform a geotechnical evaluation for the above-mentioned project in Pinal County, Arizona. We understand that the project includes the design and construction of a new 3/4 mile long roadway in Maricopa. Two retention areas are also planned. This proposal is based on the information we were provided and our knowledge of the project site. It outlines our scope of services, estimated fee, project assumptions, and our anticipated schedule.

## SCOPE OF SERVICES

Ninyo & Moore proposes to perform the following tasks for this project:

- Review previously prepared and available as-builts, topographic information, geotechnical and geologic reports in the area.
- Conduct a reconnaissance-level site visit to assess present conditions of the site and to document the geology of the area, and mark out the exploration borings.
- Notify Arizona Blue Stake for utility locates.
- Perform a geotechnical exploration that will include the drilling of five borings that will extend up to 10 feet deep. Drilling will be accomplished with a truck-mounted drill rig equipped with hollow stem augers. A Ninyo & Moore employee will collect relatively undisturbed samples and bulk samples for laboratory testing, and will be responsible for preparation of field boring logs.
- Perform two field percolation tests to a depth of 3 feet each in general accordance with ASTM 3385 for the new retention areas.

- Perform laboratory testing to evaluate the index, strength and chemical characteristics of the on site soils.
- Prepare a Geotechnical Report that includes documentation of field and laboratory testing, and provide geotechnical recommendations for the project, including excavation, subgrade preparation, earthwork factors, percolation rates, pavement sections and re-use of on-site materials.

### **FEE ESTIMATE**

We propose to perform the work described above for a lump sum fee of \$7,500 (Seven Thousand Five Hundred Dollars). Any additional services, not included in the aforementioned scope, will be charged on a time-and-materials basis in accordance with our current Schedule of Fees.

### **ASSUMPTIONS**

We have made the following assumptions in the preparation of this proposal:

- City of Maricopa design standard will be followed.
- The site is accessible to normal, two-wheel drive, truck-mounted drilling equipment, and site access will be granted.
- The work can be accomplished using hollow-stem augers operating at a normal rate of penetration.
- If auger refusal or groundwater is encountered we will terminate the drilling and notify your office.
- Groundwater will not be encountered.
- No pavement coring or saw cutting will be required.
- The boreholes can be backfilled with the drilling spoils.
- Some ground disturbance should be expected as a result of our field work.
- Ninyo & Moore will not be required to obtain any permits or environmental clearance as a part of this project.
- The ground surface elevations at the boring locations will be estimated from topographic information received from your office.

## **SCHEDULING**

We are prepared to initiate this project immediately upon receiving your authorization to proceed. We anticipate issuing a report within about five to six weeks from the date of authorization. Preliminary recommendations can be provided about one week after the fieldwork is done.

If this proposal meets with your approval please provide an engagement letter, purchase order, or other convenient authorization vehicle. We appreciate the opportunity to submit this proposal and look forward to working with you on this project.

Respectfully submitted,  
**NINYO & MOORE**



Steven D. Nowaczyk, PE  
Managing Principal Engineer

SDN/

Distribution: (1) Addressee (via e-mail)



Archaeological Consulting Services, Ltd.  
Cultural Resource, Environmental Planning, and GIS Services  
A woman-owned business enterprise, Established 1977

424 West Broadway Road  
Tempe, AZ 85282-1339  
(480) 894-5477 Fax (480)894-5478  
www.acstempe.com

December 2, 2013

ACS Proposal No. 13-278

Elijah Williams  
EPS Group  
2045 S. Vineyard, Suite 101  
Mesa, AZ 85210

RE: Edison Road to SR 238 Extension

Dear Mr. Williams:

Thank you for contacting Archaeological Consulting Services, Ltd. (ACS) regarding a cultural resources assessment of the construction of a new road alignment connecting Edison Road to SR 238 in Maricopa, Arizona. Edison Road is currently constructed with half street improvements between SR 347 and Roosevelt Avenue. In addition, a small, paved access road has been constructed to the City's new fire station located west of Roosevelt Avenue. This project will construct Edison Road from Roosevelt Avenue through a proposed City industrial park and north to SR 238. The alignment and typical section will roughly follow the approved concepts provided to the City by EPS Group. Modifications to the alignment are anticipated to accommodate existing curbing in front of the fire station.

The new roadway will provide an urban section comprised of two lanes in each direction, a center raised median, curb and gutter, and detached or meandering sidewalks. Complete landscaping will be provided through the City's industrial park area (median and shoulders within the proposed 120' right-of-way) and median landscaping north of the industrial site to SR 238. A traffic signal may be provided at SR 238 depending on the outcomes of the traffic analysis. Street Lighting will be provided throughout the project. Water and sewer utilities are anticipated throughout the industrial park area and up to SR 238. Appropriately sized sewer and water stubs will be provided to accommodate future site development within the industrial park.

At the request of Ak-Chin Indian Community, in cooperation with the City of Maricopa, a cultural assessment is needed for ground disturbing work conducted on floodplain deposits within municipal boundaries. Before the construction can begin, a cultural resource assessment needs to take place to identify and evaluate any cultural resources that might be present within the project area. As the exact alignment has not been determined, the project area will consist of a 500 ft corridor on private (municipal) land from Edison Road west of Roosevelt Avenue, then north to SR 238, and 1,200 ft east and west along the south side of SR 238 (please see attached figures for reference).

### **Company Background**

ACS is a 35-year-old corporation of the State of Arizona and is certified by the Arizona Unified Certification Program as a woman-owned small business enterprise. ACS is professionally qualified to provide consulting services in cultural resources, environmental studies, paleoenvironmental studies, and Geographic Information Systems (GIS) applications, and is a GSA contractor for these services. ACS won a Small Business Development Center Network and Arizona Friends of Small Business Success Award in 2002 and since 2005, the Phoenix edition of *The Business Journal* has included ACS on their list of the top 25 Environmental Consulting Firms. ACS' capabilities include the following:

- Cultural resource literature reviews, surveys, testing, and data recovery projects
- Historic research, oral history, historic building documentation and inventory surveys, National Register of Historic Places (National Register) assessments and nominations, and historic context development

- Biological assessments, reviews, and evaluations
- National Environmental Policy Act (NEPA) documents including Environmental Assessments (EAs) and Categorical Exclusions (CEs)
- Surface water and groundwater projects
- Geological evaluations
- Geomorphology
- Hazardous materials assessments
- GIS and GPS applications

ACS has a solid reputation in the cultural resource management, historic preservation, environmental management, and GIS services industries. Our highly trained, professional staff provides a diverse range of services that allow our clients to efficiently meet their needs with one consultant. We get project scoping right the first time, and emphasize communication, not change orders.

### Scope of Work

The cultural resource assessment will involve several tasks.

**Background Research.** A site file check covering both the area identified as the project area and a 0.5-mile study area buffer will need to be conducted. This constitutes a Class I records review, and is required by review agencies. Class I data provides information to determine if portions of the project area have been previously surveyed and the types of sites likely to occur in the vicinity. Given the location of the proposed project, records held by the following repositories will be checked:

- Arizona State Historic Preservation Office (SHPO)
- AZSITE, Arizona's Cultural Resource Inventory Database
- General Land Office (GLO) plats and survey records on file at the Bureau of Land Management (BLM) Arizona State Office
- ADOT Historic Preservation Team (HPT) Portal based on proximity to SR 238

GIS shapefiles plotting the location of recorded sites and previous projects will be requested from AZSITE. It takes up to two (2) weeks for AZSITE to respond to data requests. In the meantime, copies of site records and project maps will be obtained from the other repositories; cultural resource locations and project boundaries from these sources will be digitized and incorporated into the AZSITE GIS layers using ArcView. The review area does not extend onto Ak-Chin Indian Community land, so a site file check will *not* be performed at their Cultural Resources Office.

A preliminary review of the online AZSITE Database and cultural resource files at ACS shows that portions of the current project area have been previously examined for cultural resources in 1998; however, the entirety of the proposed alignment has not been subjected to a complete cultural resource survey. Several sites are adjacent to the proposed alignment, including T:16:99(ASM), a large Hohokam artifact scatter to the north recorded in 1998 and 2002; T:16:155(ASM), a Hohokam artifact scatter recorded in 2005 to the east; and T:16:209(ASM), a late Historic period cotton gin property located along the Southern Pacific Railroad tracks and West Garvey Avenue south of the project area. SR 238 represents a historic road alignment that originally connected Gila Bend and Maricopa; the road will be recorded as a site during the survey and assessed for National Register eligibility and impacts from the project. Approximately 10 archaeological projects have taken place and four sites have been recorded within 0.5 mile of the project area. For purposes of this cost proposal, we estimate one site—a historic road—will be found within the project area.

Once all the previous research information has been received, the GIS data will be loaded into a Global Positioning System (GPS) unit for use during the fieldwork. Having all previous research information (i.e., site locations) on hand prior to the fieldwork is critical for avoiding duplicate field visits and budget inefficiencies.

**Fieldwork.** The project area will be examined by two archaeologists walking parallel transects spaced not more than 20 meters apart; this constitutes a 100 percent (intensive) survey. Archaeological sites found during the survey will be documented, mapped using a GPS, photographed, and evaluated for significance using the National Register criteria. Isolated artifacts will be recorded in less detail.

**Report.** A report conforming to state and SHPO specifications will be prepared discussing the results of the investigation. The report will provide the following:

- a brief culture history of the project area
- a summary of previous research
- the results of the fieldwork (and post-field research, if applicable)
- recommendations regarding the National Register eligibility of any sites found
- recommendations regarding the need for further archaeological work.

A copy of the draft report will be sent to you for internal review, and any comments arising from the internal review will be addressed in a revised draft report. Copies of the revised draft report will be sent to you for submittal to the relevant review agencies. Any comments arising from the agency review will be incorporated into a final report.

Please note that all copies of the final cultural resources report will be sent to you to distribute to the end agency or agencies; the Arizona SHPO will not accept reports submitted by archaeological consultants. If you need assistance with determining who should submit cultural resource reports for your project, please let us know and we will assist you.

**Project Closeout.** Once the final report has been accepted by the lead and review agencies, we request that you provide ACS with copies of all agency consultation letters concurring with the project findings. ACS cannot consider a project closed until such documentation has been made available for our files. The project and accompanying site information will then be entered into the AZSITE database, as required by our Arizona State Museum (ASM) permit. The final invoice will be provided to you after all project closeout procedures have been completed.

### **Cost Estimate and Schedule**

The lump sum cost of the cultural resource survey and report is **\$3,045**. This cost estimate is based upon the following assumptions:

- All fieldwork will be completed in one day and
- One site will be identified.

*However, if these assumptions are exceeded, a cost amendment may be necessary to complete the project. We work under a Net 30 arrangement. This cost estimate is valid for 60 days. Before we can begin work, we will need a written authorization to proceed (NTP).*

Assuming the above parameters, the project will take 4–6 weeks to complete from NTP and receipt of the following required information:

- Signed contract
- GIS or CADD data of project area boundaries (including information about coordinate system and datum to which the data are referenced). *Please note that while we can digitize project area shapes from hard copy maps, we cannot guarantee the accuracy of any map produced in this manner*
- Full project description, including limits and depth of proposed disturbance, and proposed construction date (needed to determine cut-off age of historic/potentially historic resources)
- Project funding source(s)
- Lead agency for the environmental clearance process
- Type of clearance sought (e.g., CE, EA, EIS, fatal flaw analysis)
- Land jurisdiction. *If the project includes State land, please provide a copy of your right-of-entry permit or Application number.*
- If project is part of larger activity, copies of all available previous reports and consultation correspondence that might be of relevance to current investigation

Please note that ACS carries standard business insurance that satisfies the requirements of the federal, state, and local agencies, and the engineering firms and private clients with whom we regularly work. If you have special

insurance requirements that are critical to our ability to work for you, please share them with us at the outset of our negotiations.

**The information contained in this scope of work and cost estimate is proprietary and confidential.**

Thank you very much for the opportunity to submit this cost estimate to you. If you agree to the terms outlined in this proposal, please indicate your acceptance by signing below. Please do not hesitate to contact me with any issues or questions you may have. We look forward to the possibility of working with you in support of this project.

Sincerely,



Andrea Gregory, M.A., RPA  
Principal Investigator, Historical Services Lead

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Client Signature

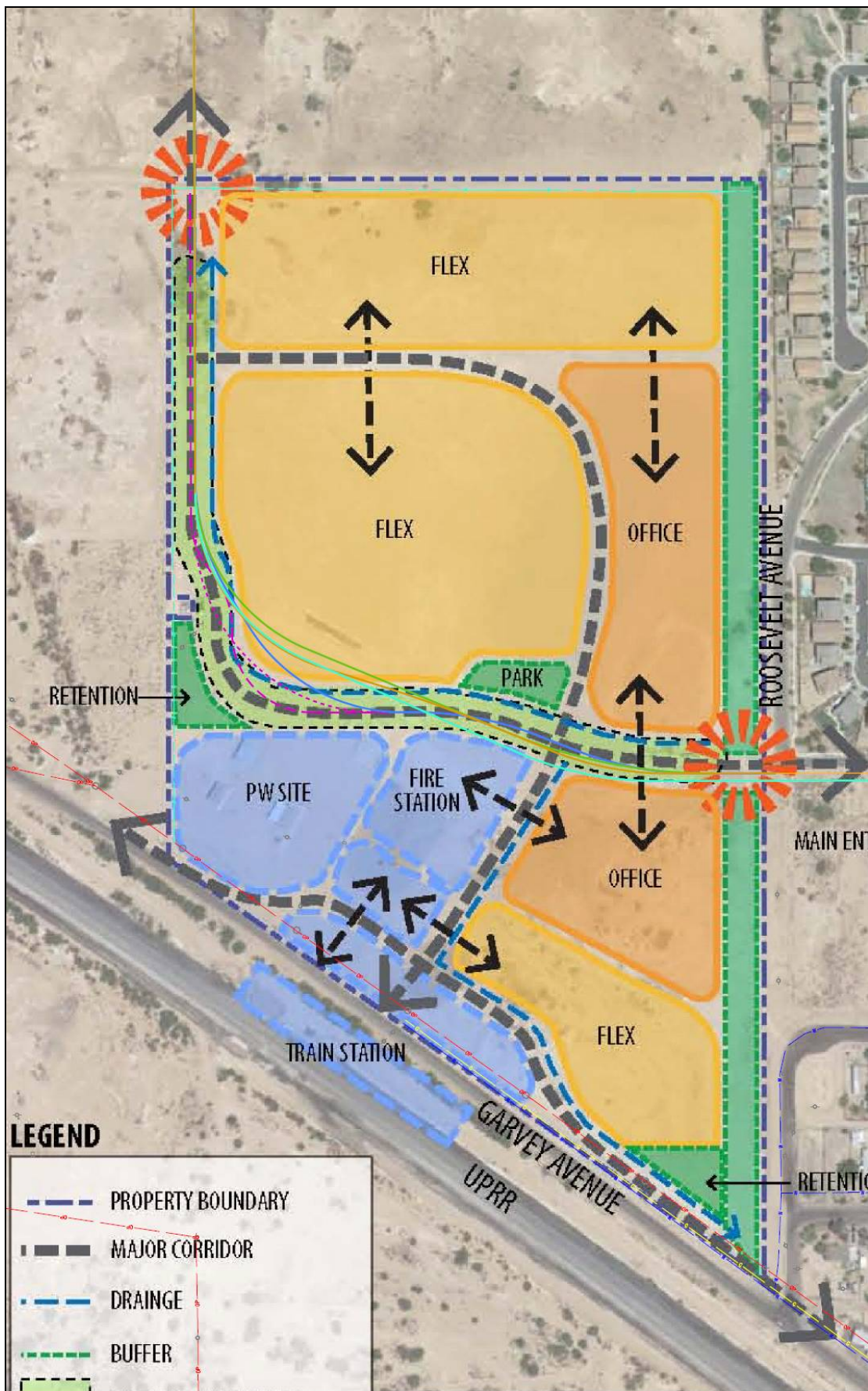
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Date



Modern aerial depicting general project area.





Project area detail provided by EPS Group.

March 10, 2014

EPS Group  
2045 S. Vineyard, Suite 101  
Mesa, Arizona 85210

Re: **Edison Road Street Light Design**

Attn: Elijah Williams, P.E.

Dear Elijah,

Wright Engineering appreciates this opportunity to submit a proposal for electrical engineering services on the above referenced project. The following services will be performed in a professional manner to meet the City of Maricopa requirements:

**Street Lighting Design Scope of Services:**

1. Coordinate design with owner, Power Company, civil engineer, and/or architect as required.
2. Design will include the required lighting levels/locations to meet City of Maricopa requirements.
3. Prepare 24" X 36" electrical drawings.
4. Provide an overall site plan showing all public street lighting for the following roadways:
  - a. Edison Road (Approx 3,960 linear feet)
  - b. Collector Street (Approx. 800 linear feet)
5. Prepare an engineers estimate of probable electrical construction costs if requested.
6. Perform in-house QAQC review and modifications.
7. The above plans will be provided to EPS Group for submittal review and comment from the City of Maricopa. Submittals will include one print of electrical drawings and specifications and a soft copy in electronic format. EPS Group will copy and submit to owner as needed.
8. Up to one set of base drawing changes or updates will be included in this engineering cost proposal incorporating any additional base drawing changes will incur additional cost at the rates noted under additional services.
9. Review comments, whether internal or municipality, will be responded to and addressed.

## Responsibilities of Others

1. Provide Wright Engineering Corp. electronic base files in an AutoCAD format which includes all proposed and existing utilities, all proposed improvements, and any existing conditions that affect this scope.
2. Wright Engineering will submit plans to the civil engineer or landscape architect for submittal to the local government agencies for approval and permits.
3. Designation of electrical service location will be determined by the local utility company. The owner is responsible for coordination of the design of all electrical utility power services during the design process.

## Final Deliverables

1. Upon completion of the design, we will provide one set each of final sealed documents bearing the signature of a registered electrical engineer in the State of Arizona.

## Engineering Fee

The above services will be provided as follows:

Street Light Design Services Lump Sum: **\$3,400** (Three Thousand Four Hundred Dollars)

## Additional Services

Any services not specifically included in the Scope of Services section shall be additional services payable at an hourly fee at the following rates:

Principal	\$130/hour	Designer	\$95/hour
Senior Engineer	\$115/hour	Draftsman	\$85/hour
Engineer	\$105/hour	Secretary	\$45/hour

## Printing Charges

The following printing and deliveries are included in this scope of services:

- 4 sets of design blacklines
- 2 standard deliveries
- A soft copy of final design in electrical format

Additional printing and delivery will be charged as follows:

Blacklines	\$ 2.00 each
Mylar Sepia	\$18.00 each
Delivery Cost	cost

We will bill you on a monthly basis for these services. Payment terms are Net 30 days. This proposal will be valid for the next 90 days. If you have any questions, please contact us at your earliest convenience.

Sincerely,



Aaron D. Kutchinsky P.E.  
Wright Engineering Corporation

*The Client agrees that the technical methods, techniques, and pricing information contained in any proposal submitted by Wright Engineering pertaining to this project or in this Agreement or any addendum thereto, are to be considered confidential and proprietary, and shall not be released or otherwise made available to any third party without the express written consent of Wright Engineering.*



***Response to  
EPS Group, Inc.***

*Right of Way Dedication Assistance Services:  
A Private piece of land North of Garvey Road  
Between Roosevelt and Green Road no further North  
thank HWY 238*

***To: EPS Group  
Attn: Elijah Williams***

***Submitted by:  
Tierra Right of Way Services, Ltd.***

***March 3, 2014***



March 3, 2014

FAX: 480-503-2258  
Email: [Elijah.williams@epsgroupinc.com](mailto:Elijah.williams@epsgroupinc.com)

EPS Group, Inc.  
ATTN: Elijah Williams  
2045 S. Vineyard, Suite 101  
Mesa, AZ 85210

**Cost Proposal – for provision of Right of Way Dedication Assistance Services**

**Project:** Right of Way Dedication Assistance Services: A Private piece of land North of Garvey Road Between Roosevelt and Green Road no further North than HWY 238

**Project No.:** TBD

Dear Mr. Williams:

Tierra Right of Way Services, Ltd. (“Tierra”) is pleased to submit this proposal for the performance of professional land services on behalf of EPS Group for the City of Maricopa (“City”) for property affected by the proposed project.

It is understood that the intent of this project is to acquire via Dedication from the owner of record one piece of property in order to allow a road to be installed so the City may complete it’s project. The City wishes to obtain all or a portion of the property via Right of Way Dedication, EPS Group will at a later date provide property area needed (legal descriptions and exhibits) to Tierra. Should appraisals become necessary, Tierra reserves the right to revise this proposal to allow for the inclusion of coordinating and obtaining necessary appraisals. All these factors have been considered in determining the cost estimates presented herein.

Based on the details and exhibits provided by the EPS Group, and initial research, Tierra has prepared the below cost proposal for Acquisition Services in relation to this project. Attached is the additional information requested on recommended approach and schedule/timelines, as well as a detailed understanding of scope. Any services performed outside the scope of this proposal must be approved, in writing, by EPS Group prior to commencement.

NOTE: Unless otherwise stated, all values provided below are presented as **“Not to Exceed” Cost Estimates, inclusive of mileage and supplies.** EPS Group will be invoiced monthly based on the services completed in relation to the project within that month, with hours, mileage, and expenses/supplies broken out on each invoice. If a project parcel can be completed for less than the total cost estimate, the **remainder budget will be relinquished** back to the EPS Group. For title and appraisal reports, the City will be invoiced at the Per Report set rate, and at the standard fee for escrow services.

Task 1 (a): Right of Way Dedication Assistance Services

All Assistance services will be provided directly by Tierra. Tierra will not assist in Acquiring the needed right of way. Tierra will Assist the EPS and the City through the right of way dedication process. The fee for these services is listed below.

**Parcel 1:** A Piece of Land lying North of Garvey Road but South of HWY 238 between Roosevelt and Green Street, EPS to provide additional Data. Should more than one parcel be involved, Tierra will be afforded the opportunity to revise this proposal, should acquisition services be required Tierra reserves the right to revise this proposal for the inclusion of obtaining and coordinating appraisal services..... \$ 7,000

Task 1 (b): Title Services

Tierra recommends that the City obtain a title report for all affected parcels to ensure proper ownership and property conditions that could potentially affect title are addressed. Formal title services will be provided by our approved partner, with facilitation of all activities by Tierra. The scope of these services is detailed within the body of this proposal. Note that a title report will be needed for each parcel. The fee for these reports can be credited if the City wishes to obtain title insurance on the land at closing. Escrow fees will vary based on the value of the land to be acquired.

Title Report – \$600.00 per report x 1 parcel (reports) ..... \$ 600  
Escrow Services, and Issues Resolution..... \$ Varies

**SUMMARY OF COSTS**

A summary of anticipated project costs is as follows. This is a maximum, not-to-exceed value that will decrease if the scope of services is found to be less extensive. Only expenses incurred will be invoiced. If additional reports are needed, the below costs will increase accordingly at the ‘per report’ rate. Survey and Environmental costs are not included as these are believed to be unnecessary for this project. These can be quoted if needed.

Acquisition Services for 1 parcel, with 1 owner..... \$ 7,000  
Title Services, for 1 parcel (reports + escrow)..... \$ 600 + Escrow fees

**Qualifications**

Established in 1989, Tierra has decades of experience within Arizona completing projects for government entities, including prior services on behalf of the City of Maricopa. Tierra professionals are highly knowledgeable and qualified to provide all requested services within this proposal, and to provide guidance and advice to the City on the necessary procedures and documents to complete successful acquisitions. Tierra is in full compliance with the real estate licensing requirements of the State of Arizona for provision of services to municipalities. Tierra agents are educated in the practical implementation of all applicable industry regulations, and hands-on management is provided to ensure all standards are met. Tierra warrants that we understand the regulations and requirements for projects involving all types of funding, including federally funded highway projects, and all services will be performed in compliance with applicable Federal and State regulations, as well as local laws, policies, and procedures for real estate projects. All services will be provided in accordance with the terms of our On-Call Contract with the City of Maricopa.

Thank you for allowing Tierra Right of Way Services, Ltd. the opportunity to provide EPS Group, Inc. with this proposal for services. We are excited to work with you on this and any future projects. If you have any questions, please contact me at 602-682-0000 or by email at 'clong@tierra-row.com'.

Respectfully,

*Corey J. Long*

Corey J. Long  
Project Manager, Phoenix Operations

Cc: Randy K. Ferrick, CEO  
Mack Dickerson, V.P. Right of Way

*Disclaimer: The information provided within this proposal is for the purpose of responding to a request for services from EPS Group, Inc.. It is confidential and not for distribution beyond the City of Maricopa. The estimates provided herein are valid for 90-days from the date of this letter.*



## **TASK 1 (A): DEDICATION ASSISTANCE SERVICES**

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As requested, Tierra Right of Way Services has reviewed the Request for Priced Task Assignment from EPS Group, (EPS) and all associated documents provided by the EPS. Tierra has provided the quotes requested based on provided information and initial cursory research. Herein are the additional details requested by EPS for this task.

### **Recommended Method of Approach, with Understanding of Scope and Proposed Schedule**

It is our understanding that this Project will require the dedication of public right-of-way from one (1) vacant land property with one (1) owner, to allow the City to install a roadway along, over, across the property. Acquisitions are to be via dedication.

Tierra will assign our Acquisition Specialist Nancy Madden to complete this stage of activity, and with oversight provided by Project Manager Corey Long. These agents are properly licensed and fully qualified to provide acquisition services to the City of Maricopa. These agents also possess a minimum of 8-years providing similar acquisition services to municipal entities within Arizona.

Tierra will coordinate the process with EPS and the City of Maricopa, provide assistance and guidance on the process for dedication and insure that all applicable laws are followed

In addition to the above tasks, Tierra management will conduct weekly project review meetings with the acquisition agent to ensure continued project progress and compliance, liaison with City staff and EPS as needed on project status to ensure all relevant parties are fully informed, attend project meetings with the City as requested, maintain status reports and contact reports for project tracking and reporting, submit status reports to the City on an agreed basis, and submit invoices monthly along with detailed contact reports to EPS.

The Agent will update the contact report on a daily basis, as relevant, and ensure the status report is updated when a milestone is reached or new remarks are pertinent. Status reports will detail all project parcel details, contact details, established milestones to meet project goals, service completion dates for each milestone and other important details, and a summary statement as to the current status of each parcel and any issues with proposed actions for resolution. The Project Manager will review contact notes daily and the status report and budget weekly to ensure Plan goals are met. Tierra project staff will be available to the City/EPS throughout the project via phone or email at any time needed, and will attend in-person meetings as requested.

All services will be provided within the terms of our On-Call contract with the City of Maricopa.

### **Assumptions and Exceptions:**

The following details assumptions employed by Tierra in determining the Scope of Work for this project. Should these assumptions be determined to be inaccurate, a revised estimate may be needed for the additional activity and will be discussed with the City for approval at that time

- 1) Common Ownerships – EPS will provide legal’s and exhibits and identify exactly what is to be dedicated prior to Tierra requesting appraisals.
- 2) The scope of Tierra’s services are limited to obtaining a title report for the 1 affected property and assisting the City and EPS through the dedication of right of way process. No other services have been accounted for herein. Should additional services become necessary, Tierra reserves the right to revise this proposal.
- 3) Appraisal and Appraisal Review – It is believed that formal Appraisals and Appraisal Reviews will NOT be required for this project. However, if Federal Funding is being used, formal reviews by a certified appraiser may be required by federal regulations. If needed, Tierra can facilitate these reviews with our approved Review Appraisers from our on-call contract.
- 4) Environmental Reports – It is believed that Environmental Reports, such as a Phase I, will NOT be required for this project. However, if Federal Funding is being used for these acquisitions, environmental reports complying with NEPA requirements may be required by federal regulations to ensure compliance. If federal funding is not involved, Tierra would still advise the City to perform its due diligence in purchasing land or accepting right-of-way donations by thoroughly inspecting the property for environmental concerns. If needed, Tierra can obtain bids from a qualified environmental firm and facilitate the obtainment of these inspection reports, or work with the City’s firm for this.
- 5) Survey – It is believed that a survey, or related activity, will NOT be required for this project. Should an owner demand a survey prior to agreeing to a dedication, and the City does not have a surveyor on staff, Tierra can obtain bids from qualified Survey Firms we have worked with to complete this activity.

### **Proposed Costs and Deliverables**

Tierra will provide the following deliverables for each affected property, as applicable:

- 1) Formal Title Report – Detailing ownership and associated recorded interests
- 2) Documents – Tierra will prepare and obtain signatures on any documents required to dedicate the required property.
- 3) Parcel File – To include all relevant documents and correspondence, once closed.

## **TASK 1 (B): FORMAL TITLE SERVICES**

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### **Recommended Method of Approach, with Proposed Schedule**

This project will require the provision of Formal Title Reports and Escrow Services for completion of the required acquisitions. For these tasks, Tierra intends to commission our approved partner, through the terms of our on-call contract, Security Title Agency (STA). STA is highly qualified to provide these services, as detailed below. Tierra is fully prepared to take point as the primary liaison for this task, coordinating all activities with STA and reporting to the City as needed. Tierra has well established, positive relationships with STA professionals and is fully capable of working in cooperation with STA to ensure the efficient completion of title and escrow activities for this project.

Prior to commencement of negotiations for right of way dedication for this project, a Formal Title Report will be required for the affected property. The purpose of this report is to confirm deeded ownerships, thereby ensuring that acquisition/dedication negotiations are conducted with the proper authorized parties. These reports will also identify any additional recorded interests or issues related to the lands to be acquired/dedicated, such as lien-holders or existing rights, which may require address and/or resolution prior to closing in order to avoid future issues for the City.

Upon receipt of formal notice to proceed (NTP) on this project from the City, Tierra will request the required title reports from STA. Tierra will facilitate this activity, thoroughly review all reports received, and discuss with the City as needed. Once title reports are received, Tierra may begin negotiations for dedication on the affected parcel.

### **Proposed Costs, Timeline, and Deliverables**

Proposed costs for Task 1(b), Title Services are provided on Page 2 of this Cost Proposal. Costs for title agency services are detailed as follows.

- Title Report Services are provided at a set price, on a Per Report basis. The cost of the title reports can be credited to the fee required should the City wish to obtain Title Insurance on the lands acquired.
- The cost of Escrow Services will vary based on the value of the land to be acquired and any associated issues requiring resolution

### **Relevant Experience**

Tierra regularly works with STA Centre Plaza/Mid-Town Division to facilitate title work and escrows for municipalities and other government agencies, and we are always pleased with their professional product and service. Tierra understands that STA also maintains a division in the Pinal County region. However, initial research indicates that two of three affected owners are located in the Phoenix Metro area. Therefore, we highly recommend use of the STA Centre Plaza/Mid-Town Division for completion of title activities.

STA was formed in 1975 to provide title insurance and escrow services. It is fully insured and is licensed by the Arizona Insurance Department and Arizona Banking Department. STA is a wholly-owned subsidiary of Fidelity National Financial, Inc., the nation's largest title insurance company, providing strength of association while retaining local decision-making and expertise. Fidelity's underwriters issue approximately

50% of all title insurance policies nationally. STA complies with Federal EEO Commission requirements and is eligible to perform services for Arizona and federally-sponsored projects. STA is currently the largest provider of title services to government entities within Arizona, including ADOT, Maricopa County, and City of Phoenix. Its professional staff is widely recognized for the depth of knowledge brought to each transaction. Key members of the STA Centre Plaza/Mid-Town Division Project Team include: Escrow Officer Jason Bryant (13 years experience) and Escrow Coordinator Jeri Hauff (11 years experience).

December 4, 2013



**Elijah Williams, PE**  
**Vice President**  
**EPS Group, Inc.**  
2045 South Vineyard Avenue, Suite 101  
Mesa, Arizona 85210

Cardno TBE

7901 E. Pierce St. Ste. C & D  
Scottsdale, AZ 85257  
USA  
Phone 602-749-8550  
Fax 602-749-8551  
Email tbe@CardnoTBE.com

**Re: Proposal for Utility Locating Services**  
**Edison Road Alignment, City of Maricopa**

[www.CardnoTBE.com](http://www.CardnoTBE.com)

Dear Mr. Williams:

TBE Group, Inc. (d/b/a Cardno TBE) is pleased to submit this proposal to provide professional Subsurface Utility Locating services for the above referenced project to EPS Group, Inc. (Client). Per our email conversation on December 3, 2013. Cardno TBE will provide vacuum excavation potholes (testholes) on existing underground utilities at ten (10) locations yet to be determined. As discussed it is anticipated that up to five of the requested potholes may be located in existing paved roadway and possibly on ADOT SR 238 or SR 347. Cardno TBE will provide field survey to initially stake the pothole locations with P.K. nail in pavement or steel pin in natural ground marked with pothole number in white paint on pavement or on lath with white flagging off pavement. Cardno TBE will utilize the surveyed locations for Blue Stake notification/coordination and as a reference point for each pothole. After exposing the utility, Cardno TBE will measure and record adjustments from the surveyed locations to the reference pin set by Cardno TBE above the centerline of each utility exposed. Potholes with large adjustments with respect to the initial surveyed location may require additional survey. Pertinent pothole data will be presented in spreadsheet format on our standard "Testhole Data Summary" form, sealed and signed by an Arizona Registered Land Surveyor or Professional Engineer, which includes the depth, surveyed horizontal and vertical location, size, and material composition of the utility line exposed. Prior to beginning work, Cardno TBE requests a pothole request list identifying the pothole number, horizontal location in coordinate format, and the type of utility to be potholed along with 11" x 17" plan sheets displaying background topography, existing utilities, and pothole locations clearly marked and annotated with the corresponding pothole number. Also prior to beginning work, Cardno TBE requests horizontal and vertical survey control signed and sealed by an Arizona Registered Land Surveyor that is adequate to stake the pothole locations utilizing RTK GPS technology.

For the estimated ten (10) potholes Cardno TBE proposes compensation at a unit rate of **\$535.00** each which includes survey, project management, Blue Stake coordination, air-vacuum excavation, our standard backfill and pavement restoration (compacted native backfill & cold patch) procedures for potholes located outside of paved roadway, and data delivery of a "Testhole Data Summary" in scanned electronic format. This price covers potholes up to a maximum depth of 8 feet. If the depth of a pothole exceeds 8 feet, a surcharge of **\$45.00** per foot of depth over 8 feet will be added to the price of said pothole. Potholes excavated on Blue Stake marks for untraceable utilities that do not result in our finding the utility will be considered a dry hole and invoiced at the **\$535.00** unit price. Additional potholes, if required, can be added to the project at the **\$535.00** unit price but must be requested in groups of four or more if original survey has already been conducted. Pothole locations surveyed but not excavated due to Blue Stake "No Conflicts", inaccessibility issues and/or any other unforeseen circumstance which prohibits excavation will be invoiced at **\$90.00** per location/occurrence. It is assumed that

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**United Arab Emirates • United Kingdom • United States • Operations in 60 countries**

ADOT will require that the five potholes requested on paved roadway surfaces be backfilled with ½ sack concrete slurry (CLSM) and asphalt hot patch pavement replacement be used for pavement surface restoration. Temporary traffic control and traffic permit fees, slurry backfill, hot patch asphalt replacement, and off duty police officers will be subcontracted and invoiced at cost. **For the estimated ten (10) requested potholes please budget \$8,200.00**, which includes a contingency allowance of \$2,850.00 for permit fees, temporary traffic control, concrete slurry backfill, hot patch asphalt pavement replacement, off duty police officers, and extra depth surcharges, if needed. An invoice will be prepared upon completion for the actual work completed up to the estimated budget amount.

Please allow fifteen (15) business days from notice to proceed and receipt of necessary permits to provide the final deliverable. Cardno TBE appreciates this opportunity to be of service. Should you have any questions or require additional information, please do not hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Padilla", written in a cursive style.

Dan Padilla  
Senior Project Manager