

RESOLUTION NO. R-2005-24

A RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES ENGINEERING CONTRACT WITH JAMES CAWTHORNE OF CAWTHORNE ENGINEERING COMPANY, INC. TO REVIEW PLANS, EVALUATE BIDS, AND MAKE A RECOMMENDATION TO THE TOWN OF SIGNAL MOUNTAIN FOR THE CAUTHEN WAY ENGINEERING PROJECT, TO MANAGE THE CONSTRUCTION AND MAKE INSPECTIONS OF THE CONTRACTORS' WORK, IN THE TOTAL AMOUNT OF TWELVE THOUSAND ONE HUNDRED AND 00/100 DOLLARS (\$12,100.00).

WHEREAS, sealed bids were opened on June 23, 2005 at 2:00 p.m. in the Town Hall for the reconstruction of Cauthen Way; and

WHEREAS, shortly after that bid the Town Engineer left employment at the Town; and

WHEREAS, the Mayor William O. Leonard, Acting Public Works Director Loretta Hopper, Building Official Bill Wagner and Interim Town Manager Diana Campbell met with James Cawthorne of Cawthorne Engineering Company, Inc. and James Cawthorne has agreed to review the plans, evaluate the bids and make a recommendation to the Town regarding said bids and has agreed to manage the construction and make inspections of the contractors' work;

NOW, THEREFORE,

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SIGNAL MOUNTAIN, TENNESSEE, That the Mayor and/or Acting Town Manager are authorized to enter into a professional services Engineering contract with James Cawthorne of Cawthorne

Engineering Company, Inc. to review plans, evaluate bids, and make a recommendation to the Town of Signal Mountain for the Cauthen Way Engineering Project, and to manage the construction and make inspections of the contractors' work, in the total amount of \$12,100.00 as shown on the attached proposal for professional engineering services.

William O. Remondy
MAYOR

Liana Campbell
RECORDER

8/8/05
DATE

8-8-05
DATE

PAN/pm

**CAWTHORNE ENGINEERING CO. INC.**

civil-environmental consultants

530 N. MARKET STREET
CHATTANOOGA, TENNESSEE 37405
PHONE (423) 267-2222
FAX (423) 267-2343

July 6, 2005

Ms. Diana Campbell
Interim Town Manager
Town Of Signal Mountain
1111 Ridgeway Ave.
Signal Mountain, TN 37377

SUBJECT: Proposal for professional Engineering Services

Dear Ms. Campbell,

We appreciate the opportunity to offer this proposal to provide consulting Engineering services to the Town of Signal Mountain. As you may be aware, prior to the hiring the town Engineer, we provided consulting Engineering services to the town for many years. We very much look forward to working with the town again on a consulting basis.

There are two way in which we provide Engineering services which are (1) Project Basis and (2) Time and Expenses.

Project Basis

When a project scope of work can be clearly defined and general contractors are used to construct the project, an Engineering fee schedule is used based on a percentage of construction cost. The Engineering fee includes services for:

- (1) Developing a scope or work and preparing a project budgetary cost estimate,
- (2) Working with a licensed surveyor to obtain field measurements and elevations (the town would be responsible for the surveyors fees,),
- (3) Preparing a set of design documents, including detailed plans, construction specifications, bid packages, advertisements for bids, construction contracts and other documentation required for the completion of the project,
- (4) Assisting with the bidding process,
- (5) Evaluating the bids and recommending the lowest and best bid,
- (6) Conducting a pre-construction conference (if needed),
- (7) Contract administration including approval of shop drawing and submittals,
- (8) Engineering surveillance during construction
- (9) Approving contractor partial payment requests,
- (10) Approving changes in construction and preparing change orders, and
- (11) Preparing as-build drawings.

The Engineering fees for the project based services are based on a percentage of contract amount. The attached table shows the Engineering fee schedule used by Cawthorne Engineering. This Engineering fee schedule is approximately 90% of the fee schedule used by USDA-Rural Development Services for Federally funded construction projects.

Time And Expenses Basis

When a scope of work for a project cannot be clearly defined such as preliminary investigations of field measurements, or the work is too small for project status, the Engineering fees can be performed on a time and expenses basis. This basis includes an hourly rate for Engineering personal, a mileage rate for automobiles, equipment rentals and any expenses that may accrue such as expendable materials or supplies. The following will apply:

Professional Engineering Hourly Rate	\$75.00
Engineering Technicians Hourly Rate	\$35.00
Mileage Per Mile Rate	35¢
Material And Supplies	At Cost

Specific Projects

1. Cauthen Way Reconstruction

Because a significant portion of the Engineering work (approximately 50%) already has been completed, the percentage of construction fee schedule must be reduced by 50%. Therefore the Engineering cost for the remaining portion of the project will be 3.16% or \$6500.00.

The resident inspection based on 60 days construction assuming 33% working time or 20 days, the resident inspection fee will be 20 days x 8 Hrs/Day x \$35.00/Hr or \$5600.00 the total Engineering fees will be \$12100.00.

2. Ridge Rock Road Culvert Replacement

Because of the emergency nature of this project, it will be constructed without plans or specifications but with a brief scope of work, on-site Engineering will be required. We proposed to provide the Engineering services including resident inspection for a lump sum fee of \$3500.00.

If this proposal meets your approval, please sign and return one copy. The return copy will serve as the notice to proceed.

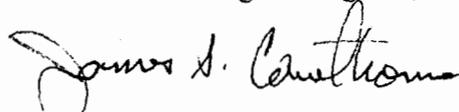
Approved For:
Town Of Signal Mountain

Signature

Title

Date

Sincerely,
Cawthorne Engineering Co., Inc.



James S. Cawthorne, P.E.
Director of Engineering

CAWTHORNE ENGINEERING CO., INC.
 CHATTNOOGA, TENNESSEE

This table will apply to roadways and streets, drainage systems, water distribution system, package lift stations, package treatment plants (water and sewer), water storage tanks (elevated ground, underground), industrial buildings, warehouses, garages, etc., and any construction where the supplier furnishes a pre-engineering design.

Note: Resident construction inspection is not included in the following fee schedule. Resident construction inspection is furnished (if needed) on a time and expenses basis or a lump sum fee based on an estimate of inspection time required.

CONSTRUCTION COST	FEE SCHEDULE
50,000 & Under	8.69
100,000	7.88
200,000	7.14
300,000	6.74
400,000	6.47
500,000	6.27
600,000	6.11
700,000	5.98
800,000	5.87
900,000	5.77
1,000,000	5.69
2,000,000	5.16
3,000,000	4.87

The fees for project cost falling between the figures shown shall be interpolated to nearest one-hundredth of the percent.