

September 9, 2015

Mr. Ed Leathers,
Director of Safety, Security, Facilities, and Construction
Collin College
3452 Spur 399
McKinney, TX 75069

**RE: Collin College
Public Safety Training Facility
McKinney, Texas**

Dear Mr. Leathers,

RLK Engineering, Inc. appreciates the opportunity to submit our proposal to provide civil engineering and surveying services for the proposed Public Safety Training Facility on a 25 acre tract of land along the east right-of-way of Redbud Boulevard in McKinney, Texas. Services shall be in accordance with the following scope of services:

SCOPE OF SERVICES

A. Engineering Site Plan

1. Prepare engineering site plan per City of McKinney requirements.
2. Coordinate approval process with the City and attend Planning and Zoning Commission meetings as required.

B. Civil Engineering

1. Preliminary Engineering

- a) Visit site to observe existing conditions.
- b) Meet with City officials, Owner and Architect to determine design parameters.
- c) Meet with authorities having jurisdiction to determine, utility locations, capacities and availability, storm water management requirements and restrictions, confirm procedures and formats for permits and approvals, special requirements and limitations.
- d) Prepare preliminary grading and drainage plan to determine location of storm water control devices.
- e) Assist Architect in determining placement of proposed improvements including parking, drives and other elements in relation to existing improvements.
- f) Assist Architect with site access geometry and capacity.

2. Construction Documents

- a) Attend design meetings with design team consultants as required.
- b) Prepare horizontal control and paving plan, including paving and striping details.
- c) Prepare grading and drainage plan work as required for City approval. Storm sewer plan will include collection of surface runoff, roof drain discharge and associated details.

- d) Prepare drainage area map.
- e) Prepare water and sanitary sewer plan work including all required profiles and details.
- f) Prepare special civil details and technical specifications as required.
- g) Obtain City of McKinney approval of civil engineering plan work.

3. **Construction Documents**

- a) Prepare horizontal control and paving plan, including paving and striping details.
- b) Prepare grading and drainage plan work as required for City approval.
- c) Prepare special civil details and technical specifications as required.
- d) Obtain City of McKinney approval of civil engineering plan work.

4. **Storm Water Detention Design**

- a) Provide storm water detention design and associated details for new storm water detention basin at the northeast corner of the property. Plans shall include all required grading, details, profiles, calculations, etc.
- b) Prepare special civil details and technical specifications as required.
- c) Obtain City of McKinney approval of detention basin design.

5. **Erosion Control Plan**

- a) Prepare erosion control plan to comply with the City of McKinney Erosion Control Ordinance.
- b) Erosion control plan to include design of temporary sediment basin or basins and associated outlet control details for individual disturbed drainage areas exceeding ten acres in size per the City of McKinney Erosion Control Ordinance.
- c) Plan shall include all required grading, details, profiles, calculations, etc.
- d) Obtain City of McKinney approval of erosion control plan.

C. **Platting**

- 1. Prepare plat per City of McKinney requirements.
- 2. Coordinate approval process with the City and attend Planning and Zoning Commission meetings as required.
- 3. Obtain tax certificates and signatures required for filing replat.

D. **Limited Civil Engineering Construction Administration**

- 1. Answer contractor requests for information during construction.
- 2. Assist architect in preparation of any required site work change orders.
- 3. Visit site to observe site work construction (estimated eight visits)
- 5. Prepare Record Drawings as required by the City of McKinney.
- 6. Obtain City of McKinney approval of Record Drawings.

The professional services proposal is based upon the receipt a Geotechnical Report and an architectural site plan as a basis for design. Major revisions by the Owner or Architect (after receipt of an owner approved architectural site plan), dictating major plan work revisions will be considered as extra services to this contract. Prior to proceeding with extra services, Owner approval shall be obtained.

FEE SCHEDULE

We propose to provide the herein-described services for the following lump sum fee:

A.	Engineering Site Plan	\$	6,500.00
B.1	Preliminary Engineering	\$	8,800.00
B.2	Construction Documents (Onsite)	\$	58,000.00
B.4.	Storm Water Detention Design	\$	7,500.00
B.5.	Erosion Control Plan	\$	4,000.00
C.	Platting	\$	4,000.00
D.	Civil Engineering Construction Administration	\$	5,600.00

TOTAL FEE	\$	94,400.00
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Reimbursable expenditures (printing, deliveries, CADD plots, travel, etc....) are included in the above fee schedule. Invoices shall be submitted monthly for work completed to date and shall be due within 30 days of submittal.

This proposal specifically excludes the following items from the scope of Civil Engineering services:

1. Traffic or land study
2. TDLR/ADA submittal (Architect)
3. EPA Notice of Intent submittal (Contractor)
4. Storm Water Pollution Prevention Plan (Contractor)
5. Construction staking (Owner or Contractor)
6. Offsite paving, drainage or utilities unless noted otherwise
7. Wetland determination or mitigation
8. Submittal and/or application fees to regulatory entities such as City, State, TXDOT, FEMA, etc. (Owner)

The return of an executed copy of this agreement will serve as your acceptance and our authorization to commence work. We appreciate the opportunity to submit this proposal and look forward to working with you. Please feel free to call if you have any questions.

Sincerely,

RLK ENINGEERING, INC.



Ronny L. Klingbeil, P.E.,
President

Accepted by:

(Signature and Date): _____

Printed Name And Company Name: _____