

Letter of Agreement

This is an Agreement made as of _____, 2019 between the City of Deer Park, Texas hereinafter known as the OWNER and Dunham Engineering, Inc. of College Station, Texas hereinafter known as the ENGINEER.

The OWNER intends for the ENGINEER to perform professional engineering service in the design and construction inspection of the WORK.

The WORK is defined as the rehabilitation of the One Million Gallon Ground Water Storage Tank located on Pasadena Boulevard in the City of Deer Park, Texas.

Expected contractor cost based on inspection performed in June 13, 2018 is \$505,000. Scope of Work includes replacement of exterior coating with complete shrouding system, replacement of interior coating with dehumidification system and extensive steel repair to include replacement of all ladders, overflow pipe brackets, top hatch, top vents and addition of roof handrails.

PHASE I - DESIGN

The ENGINEER agrees to prepare the design, produce engineering plans and specifications, prepare the contract documents, advertise for bids to selected contractors and recommend award of a lump sum construction contract to complete the WORK for the OWNER.

The ENGINEER agrees to provide a draft set of contract documents to the OWNER for review and approval no later than 30 days from the date of the Agreement.

The ENGINEER agrees to finalize the documents and advertise the WORK to selected contractors for bid within 30 days after receipt of OWNER'S comments and approval.

The OWNER agrees to advertise in the newspaper of record as required by State procurement requirements.

The ENGINEER agrees to assist the OWNER in opening and reviewing bids and recommending a contractor for award.

PHASE II- CONSTRUCTION

The ENGINEER agrees to periodically inspect the contractor during the construction period to insure contract compliance.

The ENGINEER agrees to process Contractor progress payments and recommend payment by the OWNER.

The ENGINEER agrees to prepare and process Contract Change Orders as required during the course of the construction contract.

The ENGINEER agrees to conduct a final inspection of the WORK and to recommend final payment for the CONTRACTOR when the WORK is completed

The ENGINEER agrees to schedule and conduct a one year warranty inspection of the WORK prior to the end of the warranty period and to coordinate completion of any required warranty repairs.

In consideration of the above services, the OWNER agrees to compensate the ENGINEER in accordance with the following schedule:

Phase I - Design

Total fee of \$50,000 - Partial payments due as follows:

50% due when contract is advertised to selected bidders.

50% due when contractor is recommended for award.

Phase II - Construction

Total fee of \$15,000 - Partial payments due as follows:

50% due when contractor mobilizes

50% due when work is complete



Jimmy D. Dunham, P. E.
DUNHAM ENGINEERING, INC.

OWNER