

State of Texas

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County of Galveston

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AGREEMENT FOR ENGINEERING SERVICES

PARTIES

This Agreement for Engineering Services (the “Agreement”) is made and entered into by and between the County of Galveston, a political subdivision of the State of Texas, acting by and through its Galveston County Commissioners Court (the “County”), and **Gradient Group, LLC** (the “Engineer”), each of whom is a Party hereto and who are collectively referred to herein as the Parties.

RECITALS

The County conducted a Request for Qualifications, Number RFQ 25-079, entitled “Professional Services for Future Engineering Projects” (the “RFQ”), to procure professional services for the ***Miles Road Drainage Improvements*** project within the County (the “Project”), which is further described herein and which such services are within the scope of the practice of engineering.

The Engineer timely submitted a statement of qualifications in the RFQ, is a licensed engineer in the State of Texas, and wishes to perform said services.

Now Therefore, for and in consideration of the covenants and agreements contained herein, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

CONTRACTUAL UNDERTAKINGS

SECTION I RETENTION OF ENGINEER

The County, by and through this Agreement, retains the Engineer to perform professional engineering services in connection with the Project, and the Engineer, by and through this Agreement, agrees to perform said professional engineering services in connection with the Project.

This Agreement means this document (pages 1 through 9), the RFQ, which includes but is not limited to any addenda thereto, if any, the Engineer’s response in the RFQ (i.e., its’ statement of qualifications, certifications, affidavits, and vendor information), and all Exhibits affixed hereto, if any, all of which are incorporated herein for all purposes. Exhibits to be physically affixed, if any, shall be affixed following the signature/execution page of this Agreement. The RFQ, all addenda therein, if any, and Engineer’s response therein shall be retained in the Galveston County Purchasing Agent’s Office.

SECTION II CHARACTER AND EXTENT OF SERVICES

The Engineer shall render professional engineering services necessary for the development of the Project, limited to the following and performed in accordance with existing local, State and Federal regulations, as set out in the Scope of Services attached hereto as Exhibit "A".

The Scope of Services and Response attached hereto as Exhibit "A" is also made a part of this Agreement for all purposes. But, if any terms of Exhibit "A" conflicts with any existing State of Texas, Texas Department of Transportation, local, or Federal laws, rules or regulations, the State, Federal or local laws, rules or regulations shall control.

The character and extent of services outlined above shall be considered complete upon approval by County, acting by and through its County Engineer, of the various drawings, data and tasks outlined in Exhibit "A".

All Services provided by Engineer shall be of good quality and shall be performed in a professional manner. The standard of care for all professional engineering and related Services performed or furnished by Engineer and the Response under this Agreement will be the care and skill ordinarily used by other competent engineers practicing under the same or similar circumstances and professional license. Engineer will re-perform any Services not meeting this standard without additional compensation. Engineer will perform its services as expeditiously as is prudent considering the ordinary professional skill and care of a competent engineer.

Additional services that may be required after approval of these documents by the County, or required by State or Federal regulations published in the State or Federal Register after the date of execution of this Agreement, shall not be considered as covered by the maximum amount payable under this Contract as provided in Section V. Compensation for such extra services shall be as provided in Section V except that the maximum amount payable shall be revised by agreement between County and Engineer.

SECTION III PERIOD OF SERVICES

This Agreement shall be effective upon execution by the County and by the Engineer, with the date of the Party signing last in time, and shall remain in force until satisfactory completion of all services described herein or termination under the provisions hereinafter provided in section VIII.

After execution of Agreement, Engineer shall submit a Project Time Schedule to the County Engineer, which shall be diligently followed during performance of services. It is understood by the County that the Engineer will make every effort to expedite completion of the Project.

SECTION IV COORDINATION WITH THE COUNTY

The Engineer agrees to perform the services diligently after authorization to proceed. The Engineer agrees to perform all other services diligently and within the agreed upon time schedule.

The Engineer shall hold periodic conferences with the County Engineer to the end that the Project, as perfected, shall have full benefit of the County's experience and knowledge of existing needs and facilities and be consistent with the County's current policies and construction standards. To implement this coordination, the County Engineer shall make available to the Engineer for use in the Project, all existing plans, maps, field notes, statistics, computations and other data in its possession relative to the Project. Engineer shall submit a monthly progress report of project status to the County Engineer and the County Engineer is the County's designated point of contact for this Agreement.

SECTION V THE ENGINEERS'S COMPENSATION

As set forth in Exhibit "A" attached hereto, the County shall compensate the Engineer for services performed under this Agreement per the compensation amounts shown in Exhibit "A" for design and construction phase services.

Notwithstanding the foregoing, the maximum amount payable under this Contract is **\$581,842.50** including expenses. The maximum amount payable may be revised in the event of changes in extent, complexity, or character of work requiring such revisions upon the prior mutual, written agreement by the County and the Engineer. No revisions in the maximum amount payable will be permitted unless previously authorized in writing by the County.

Payments to the Engineer for authorized services will be made by the County within 45 calendar days upon presentation of monthly statements by the Engineer to the County reflecting Engineer's performance of such services, unless disputed by the County. Additionally, the County agrees that it shall review the monthly statements and if disputing, shall notify the Engineer of the County's dispute no later than thirty (30) days after the County's receipt of the monthly statement. All remittances shall be mailed or delivered to Engineer's office. Engineer further agrees that all monthly statements shall detail its services under this Agreement and, if this Agreement is funded through Federal dollars, comply with applicable Federal requirements associated with costs.

SECTION VI OWNERSHIP OF DOCUMENTS

Original documents, plans, designs and survey notes ("Documents") belong to and remain the property of the County, in consideration of which it is mutually agreed that the County will use them solely in connection with the Project or as required by law, save with the express consent of the Engineer. The Engineer may retain copies of such Documents.

County contracts are subject to all legal requirements provided by county, state or federal statutes, rules and regulations.

Engineer acknowledges that Galveston County is a governmental entity which conducts its meetings in accordance with the Texas Open Meetings Act and whose certain records are available to the public under the Texas Public Information Act. In accordance with Title 5, Chapters 551 and 552 of the Texas Government Code, this Agreement is an open record under the Public Information Act and as such, will be discussed and voted upon in a public meeting. Any request made to either inspect or acquire a copy of this Agreement or the Documents produced as a result of this Agreement will not violate the terms of this Agreement.

SECTION VII DISPUTE RESOLUTION

If a dispute arises out of or relates to a breach of this Agreement, and if the dispute cannot be settled through negotiation, then the Engineer and the County agree to submit the dispute to mediation. In the event the Engineer or the County desires to mediate any dispute, it shall notify the other Party in writing of the dispute desired to be mediated. If the Parties are unable to resolve their differences within ten days of the receipt of such notice, such dispute shall be submitted for mediation in accordance with the procedures and rules of the American Arbitration Association (or any successor organization) then in effect. The deadline for submitting the dispute to mediation can be changed if the Parties mutually agree in writing to extend the time between receipt of notice and submission of mediation. The expenses of the mediator shall be shared 50 percent by the Engineer and 50 percent by the County. This requirement to seek mediation shall be a condition required before filing an action at law or in equity.

SECTION VIII TERMINATION

The County may terminate the Agreement with or without cause, or for convenience by giving to the Engineer at least thirty (30) calendar days' advance notice in writing. Upon receipt or delivery of such notice, the Engineer shall discontinue all services in connection with the performance of this Agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such orders or contracts are chargeable to this Agreement. As soon as practicable after receipt of notice of termination, the Engineer shall submit a statement showing in detail, the services performed under this Agreement to the date of termination.

The County shall then pay the Engineer promptly for that portion of the prescribed charges which the services actually performed under this Agreement bear to the total services called for under the Agreement, less such payments on account of the charges as have been previously made. Copies of all completed or partially completed surveys, reports, designs, plans, specifications and all other documents prepared under this Agreement shall be delivered to the County Engineer when and if this agreement is terminated, but subject to the restrictions, as to their use, as set forth in Section VI.

SECTION IX INSURANCE

The Engineer shall obtain and maintain, throughout the term of the Agreement, insurance of the types and in the minimum amounts set forth below.

The Engineer shall, upon request by the County, furnish certificates of insurance to the County evidencing compliance with the insurance requirements herein. Certificates shall indicate name of the Engineer, name of insurance company, policy number, and terms and limits of coverage.

The Engineer shall cause its insurance companies to provide the County with at least thirty (30) days' prior written notice of any reduction in the limit of liability by endorsement of the policy, cancellation or non-renewal of the insurance coverage required under this Agreement. The Engineer shall obtain such insurance from such companies having a Best's rating of B+/VII or better, licensed or approved to transact business in the state in which the Services shall be performed, Texas, and shall obtain such insurance of the following types and minimum limits.

a. Workers' Compensation insurance in accordance with the Laws of the State of Texas, or state of hire/location of Services, and Employer's Liability coverage with a limit of not less than \$500,000 each employee for Occupational Disease; \$500,000 policy limit for Occupational Disease; and Employer's Liability of \$500,000 each accident.

b. Commercial General Liability insurance including coverage for Products/Completed Operations, Blanket Contractual, Contractors' Protective Liability, Broad Form Property Damage, Personal Injury/Advertising Liability, and Bodily Injury and Property Damage with limits of not less than:

\$2,000,000	general aggregate limit
1,000,000	each occurrence, combined single limit
1,000,000	aggregate Products, combined single limit
1,000,000	aggregate Personal Injury/Advertising Liability
50,000	Fire Legal Liability
5,000	Premises Medical

c. Business Automobile Liability coverage applying to owned, non-owned and hired automobiles with limits not less than \$1,000,000 each occurrence combined single limit for Bodily Injury and Property Damage combined.

d. Umbrella Excess Liability insurance written as excess of Employer's Liability, with limits not less than \$1,000,000 each occurrence combined single limit.

e. Professional Liability insurance with limits not less than \$1,000,000 each claim/annual aggregate.

The County and the County's agents and employees shall be added as additional insureds to all coverages required above, except for those requirements in paragraphs "a" and "e". All policies written on behalf of the Engineer shall contain a waiver of subrogation in favor of the County and the County's agents and employees, with the exception of insurance required under paragraph "e". Additionally, the Contractor's commercial general liability insurance must provide any defense provided by the policy to Galveston County, its officials, employees, and agents.

SECTION X

VENUE AND CHOICE OF LAW

This Agreement shall be construed and enforced for all purposes pursuant to the laws of the State of Texas. Venue shall lie exclusively in a court of competent jurisdiction in Galveston County,

Texas.

SECTION XI ADDRESS OF NOTICES AND COMMUNICATIONS

All notices and communications under this Agreement to be mailed or delivered to Engineer shall be to the following address:

Stephanie Anderson, PE, ENV SP
President
3151 Briarpark Dr., Suite 225
Houston, Texas 77042

All notices and communications under this Agreement to be mailed or delivered to the County shall be to the following address:

Mark Henry, Galveston County Judge
Galveston County Courthouse
722 Moody, 2nd Floor
Galveston, Texas 77550

With a copy to:

Michael Shannon, PE, CFM,
Galveston County Engineer
722 Moody, 1st Floor
Galveston, Texas 77550

SECTION XII SECTION CAPTIONS

Each section under the contractual undertakings has been supplied with a caption to serve only as a guide to the contents. The caption does not control the meaning of any section or in any way determine its interpretation or application.

SECTION XIII SUCCESSORS AND ASSIGNS

The County and the Engineer each binds itself and its successors, and assigns to the other Party of this Agreement and to the successors, and assigns of such other Party in respect to all provisions of this Agreement. Except as above, neither the County nor the Engineer shall assign, subcontract, or otherwise transfer their interest in this Agreement without the prior written consent of the other Party. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body which may be a party thereto.

SECTION XIV

ADDITIONAL TERMS

14.1 PROCUREMENT REQUIREMENTS

Engineer shall comply with all applicable local, State, and Federal laws, rules, regulations, orders, and ordinances. This includes, but is not limited to, that Engineer shall comply with the Galveston County Purchasing Policies & Procedures Manual approved by Order of the Commissioners Court on March 7, 2018, including without limitation, applicable provisions within Chapter Nine of said Manual as this contract is made pursuant to a federal award.

14.2 CONFLICT OF INTEREST

a. No member of the County's governing body, and no employee, officer, or agent of the County shall participate in the selection or in the award of administration of a subcontract supported by grant funds if a conflict of interest, real or apparent, would be involved. Such a conflict of interest would arise when: 1.) the employee, officer, or agent, 2.) any member of his or her immediate family, 3.) his or her partner, or 4.) any organization which employs, or is about to employ any of the above; has a financial or other interest in the firm or person selected to perform the subcontract.

b. In all cases not governed by Subsection (a) of this Section, no person specified in subsection (c) of this Section, who exercises any functions or responsibilities in connection with the planning and carrying out of the project, or who are in a position to participate in decision making process or gain inside information with regard to activities under this Agreement as Amended, may obtain a financial interest or benefit from the activity, or have an interest or benefit from the activity, or have any interest in any contract, subcontract, or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties during their tenure or for (1) year thereafter.

c. The conflict of interest provisions of Subsection (b) apply to any person who is an employee, agent, consultant, officer, elected official, or appointed official of the County or of the Contractor.

14.3 AUTHORITY TO BIND

Each Party represents and warrants for itself that the individual executing this Agreement on its behalf has the full power and authority to do so and to legally bind the Party to all the terms and provisions of this Agreement and that this Agreement constitutes the legal, valid, and binding agreement of each Party hereto.

14.4 IMMUNITY RETAINED

The County does not waive or relinquish any immunity or defense on behalf of itself, its trustees, officers, employees, and agents as a result of its execution of this Agreement and performance of the covenants contained herein. The County specifically reserves any claim it may have to sovereign, qualified, or official immunity as a defense to any action arising in conjunction with this Agreement.

14.5 NO THIRD PARTY BENEFICIARY

This Agreement inures only to the benefit of Galveston County and Contractor. This Agreement does not create, is not intended to create, and shall not be deemed or construed to create, any rights or benefits in third parties.

14.6 SEVERABILITY

If a provision contained in this Agreement is held invalid for any reason by a court of competent jurisdiction, the invalidity shall not affect other provisions of the Agreement that may be given effect without the invalid provision, and to this end the provisions of this Agreement are severable.

14.7 VALIDITY/ENFORCABILITY

If any current or future legal limitations affect the validity or enforceability of a provision of this Agreement, then the legal limitations are made a part of this Agreement and shall operate to amend this Agreement to the minimum extent necessary to bring this Agreement into conformity with the requirements of the limitation, and as so modified, this Agreement shall continue in full force and effect.

Execution Page follows this Page

The Rest of this Page is Intentionally Left Blank

This Agreement is hereby EXECUTED by the Parties hereto in triplicate (three (3)) counterparts, each of which shall constitute an original, to be effective upon full execution with the date of the Party signing last in time.

Galveston County

Gradient Group, LLC

By _____
Mark Henry
County Judge

By 
Stephanie Anderson, PE, ENV SP
President

Date Signed: _____

Date Signed: 17 JULY 2026

Attest: _____
Dwight D. Sullivan,
Galveston County Clerk



GRADIENT GROUP, LLC
3151 Briarpark Dr.
Suite 225
Houston, Texas 77042

June 18, 2026

Ms. Amber Forrest, PE
Sr. Managing Director - Transportation
Binkley & Barfield, Inc.
1710 Seamist Drive
Sent Via Email: AForrest@DCCM.com

Reference: Proposal for Professional Engineering Services for Miles Road
Galveston County – Precinct 1
GG Job No: 20201-0001

Dear Ms. Forrest:

Gradient Group, LLC is pleased to submit the attached proposal to Galveston County for professional engineering services associated with the Miles Road project for Precinct 1.

Included within this proposal are the following:

1. Scope of Services
2. Level of Service (LOE)
3. Schedule

Gradient Group appreciates the opportunity to support Galveston County on this roadway and drainage improvement project. We look forward to the opportunity to contribute to the successful delivery of this project.

Should you have any questions or require additional information, please do not hesitate to contact us.

Sincerely,
GRADIENT GROUP, LLC

A handwritten signature in black ink that reads 'Stephanie Anderson' in a cursive script.

Stephanie Anderson, PE, ENV SP
President

Project: Miles Road
Roadway & Drainage Improvements
EXHIBIT A

SCOPE OF PROFESSIONAL SERVICES

Road Name: Miles Road

Road Classification: Minor Arterial

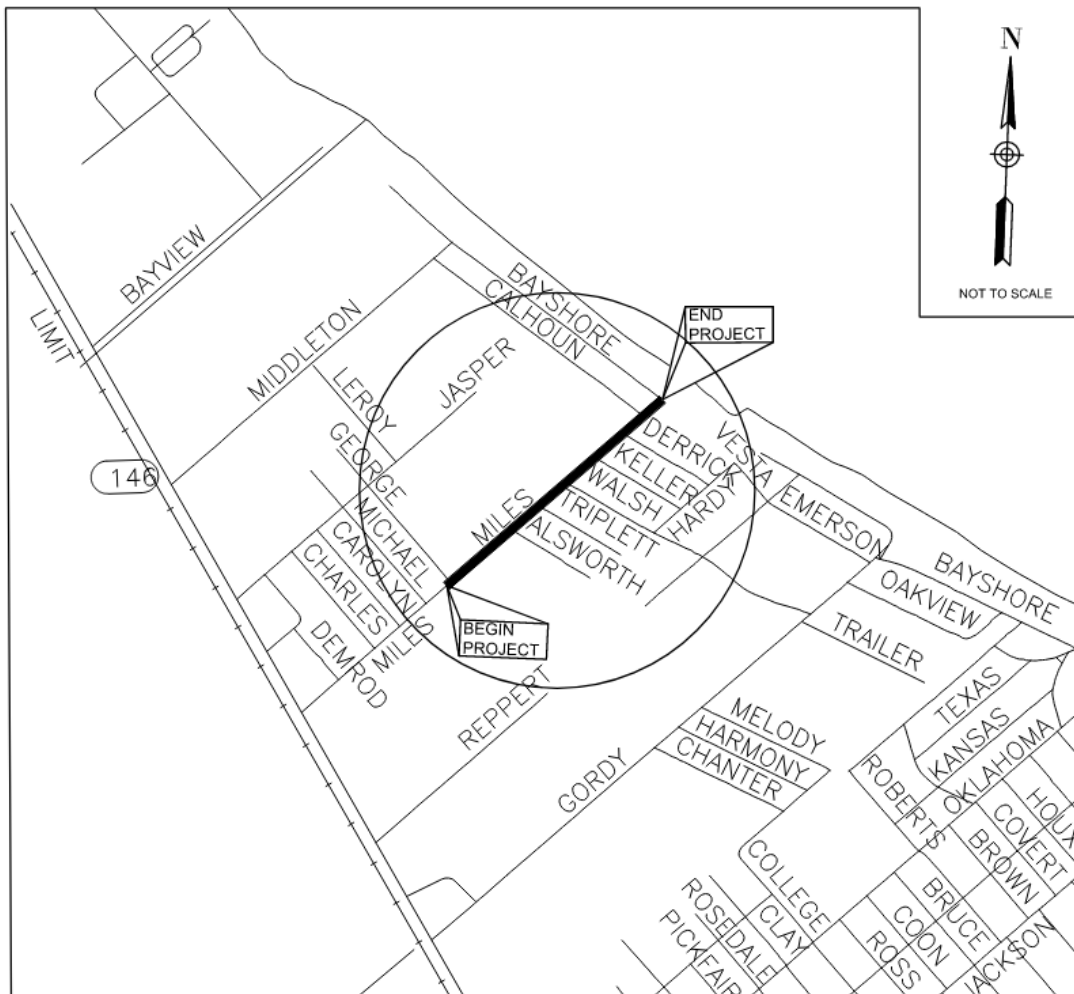
Project Limits: Miles Road from 50' west of George St to Galveston Bay

Project Length: 2,250 Linear Feet

Adjacent/Affected Agencies: Bayview MUD, Chambers County

Project Description: Miles Road - Roadway and Drainage Improvements in Galveston County (GC).

Project Map:



VICINITY MAP
KEY MAP NO 660H & 661E

Project: Miles Road
Roadway & Drainage Improvements
EXHIBIT A

CONDITIONS:

	Existing	Proposed
Roadway Type	Asphalt	Asphalt
ROW Width	60 ft (varies)	60 ft (varies)
Travel Lanes	2-Lane	2-Lane
Median	N/A	N/A
Cross Streets	George Street Alsworth Street Triplett Street Walsh Street Keller Street Derrick Street Calhoun Street Bayshore Street	George Street Alsworth Street Triplett Street Walsh Street Keller Street Derrick Street Calhoun Street Bayshore Street
Drainage System	Roadside Ditch	Roadside Ditch with Storm Sewer
Outfalls	Galveston Bay	Galveston Bay
Bridge	N/A	N/A
Traffic Signals	N/A	N/A
Left Turn Lanes	N/A	N/A
Right Turn Lanes	N/A	N/A
Sidewalks or Trails	N/A	N/A
Bike Lanes	N/A	N/A
Impacted Parcels	N/A	N/A
Railroad crossings	N/A	N/A
Pipeline Crossings	N/A	N/A
Waterline	Yes, Bayview MUD	Yes, Bayview MUD
Sanitary Sewer	Yes, Bayview MUD	Yes, Bayview MUD

1.0 PROJECT MANAGEMENT & ADMINISTRATION- LUMP SUM

Gradient Team as the Team Lead shall provide project management and oversight for the project.

Project Management for the project shall include as a minimum:

- Coordinate, monitor, and manage project consultants to ensure that project milestones are met by tracking progress and implementing corrective actions as needed.
- Assist in reviewing consultant proposals to ensure the project scope is clearly defined and accommodates both current needs and potential future consultants who may be engaged at a later stage.
- Coordinate utility relocations with private and MUD utilities
- Invoicing
- Support for coordination with property owners
- QA/QC

2.0 PRELIMINARY ENGINEERING PHASE- LUMP SUM

The preliminary engineering phase shall include current GC Guidelines, standards, and specifications unless otherwise directed by the GC. Preliminary Engineering shall include:

A. Preliminary Drainage:

The preliminary drainage design shall include the following:

- Analyze two (2) conceptual options, including sizing of piping and structures by high-level hydrologic and hydraulic analysis, preliminary estimated cost and expected benefits (i.e, flow capacity and supportable drainage boundaries). A summary of this analysis will be provided in exhibits to be presented to the Owner so that an option can be selected for design.
 - Option 1- consists of improving drainage along Miles Road all the way to the system outfall in Galveston Bay.
 - Option 2- consists of improving drainage along Miles Road up to but not including the system outfall beneath the driveway into Galveston Bay.

Deliverables:

- Summary of Drainage options

B. Drainage Memo

- Conducting a drainage analysis for both the existing and proposed conditions using the outfall option selected by the Owner in the proposed condition.
- Drainage analyses will include preparing Rational Method calculations of stormwater runoff flows for both existing and proposed conditions and hydraulic analysis of the drainage systems for both the existing and proposed conditions.
- Sizing the roadside ditches and/or subsurface piping along Miles Road to convey the flows calculated for the proposed condition

Project: Miles Road
Roadway & Drainage Improvements
EXHIBIT A

- Summarizing our analysis and findings in a bound drainage report. This report will include a narrative detailing the analysis methodology and findings, tables and figures illustrating drainage boundaries and plan-profiles of the recommended roadside ditches, subsurface drainage and culvert crossings including computed hydraulic grade lines.

Deliverable:

- Drainage Memo

C. Utility Identification and Conflict Analysis:

The Engineer shall identify existing utilities within the project limits using publicly available information including notifications through Texas811, online utility mapping resources (TxRRC, NPMS, etc.), and utility record drawings and develop an existing utility base file.

The Engineer shall analyze existing utilities with respect to the proposed design elements and develop a Utility Conflict Table containing the following information at a minimum:

- Conflict number
- Station and offset
- Name of utility owner
- Contact information (name, address, phone, email)
- Type of utility
- Description of conflict
- Recommended method of conflict resolution
- Anticipated date of conflict clearance

Initial Utility Coordination Meeting (30%)

- Communicate with utility owners and project stakeholders to establish a reliable point of contact and notify utility owners of the proposed project.

Deliverables:

- Utility Base File
- Utility Inventory List
- Meeting agendas, meeting minutes, and action items for each meeting in electronic format.

D. Tree Protection Plan:

The plan and profile drawings review will begin after 30% between the 30% submittal and each subsequent submittal to determine treatment for each tree over 6". Each tree over 6" will be numbered on the drawings. A tree treatment schedule will list each tree by number, species, diameter, condition, anticipated treatment, and mitigation required by ordinance for trees to be removed. Each tree (public and private) adjacent to construction activity will be evaluated to ensure that construction activity will not destroy too much of the structural root system.

Project: Miles Road
Roadway & Drainage Improvements
EXHIBIT A

Should any conflicts with proposed construction be determined, recommendations for minor design changes or for removal of the tree will be provided.

Tree protection plan which will identify the mitigative and protective treatments needed to ensure long term tree survival and compliance with the ANSI standards.

The following tasks will be completed to complete the tree protection plan:

- Field Evaluation
- Construction Feasibility Meeting
- Tree Protection Plan for 60% Submittal
- Tree Protection Plan for 90% Submittal
- Tree Protection Plan for Final Submittal

Deliverables:

- Tree Protection Plan

E. Preliminary Design (30% Plans):

This preliminary engineering submittal shall be the equivalent of a 30% design. Plans shall include as a minimum:

- Existing and Proposed Typical Sections
- Existing features (plan and profile)
- Proposed Alignment
- Roadway Geometry
- Alignment of proposed storm sewer (plan view only)
- Alignment of proposed relocations for Bayview MUD:
 - Proposed plan-view relocation design for ~2,250 LF of existing water line. This includes conceptualizing an optimal alignment for the water main (10", 8", and 6") and designing connections to existing water lines at each residential road (2.25", 4", and 8").
 - Proposed plan-view relocation design for ~2,250 LF of existing sanitary sewer line. This includes conceptualizing an optimal alignment for the sewer main (18") and designing connections to existing sewer laterals at each residential road (8" and 10").
 - Proposed plan-view relocation design for ~2,250 LF of existing 18" effluent water line and establishing tie-in points outside of the utility conflict limits.

Deliverables:

- 30% Plans
- Opinion of Probable Construction Cost (OPCC)
- KMZ
- Utility Conflict List

3.0 DESIGN PHASE- LUMP SUM

A. Traffic Control Plan (TCP) Planning Meeting

Meet with GC to discuss and agree on the construction sequencing overall construction zones, and the temporary drainage as needed.

TCP Meeting Discussions:

- Overall TCP Plan by Phase in Roll Plot format
- Proposed TCP phasing
- Proposed Detours (if applicable)
- Preliminary TCP typical sections
- Temporary drainage structures as applicable
- 1-Meeting with GC, Meeting agendas, meeting minutes & action items in electronic format submitted prior to distribution.

B. Utility Coordination

Communicate with utility owners and project stakeholders at each design milestone to review utility conflicts within the project limits, coordinate design changes, develop a comprehensive conflict resolution strategy, and advance all necessary utility relocations.

Deliverables:

- Utility Conflict Table (60%, 90%, and Final) - Existing utilities with conflicts identified
Summary of analysis of chosen option(s)
- Meeting agendas, meeting minutes, and action items for each meeting in electronic format.

D. Construction Drawings

Engineer shall respond to comments provided by GC and shall prepare design documents as shown below:

- 60% Submittal
 - Plans
 - Cover Sheet
 - Index of Sheets
 - General Notes
 - Updated Existing and Proposed Typical Sections
 - Project Layout Sheet
 - Horizontal Alignment Data
 - Existing features updated (plan and profile)
 - Proposed roadway and drainage features (plan and profile)
 - Intersection Layouts

Project: Miles Road
Roadway & Drainage Improvements

EXHIBIT A

- Drainage Area Map
 - Hydraulic Calculations
 - Lateral Profiles (Profile Only)
 - Culvert Layouts
 - Driveway Summary Sheet
 - Traffic Control Plan
 - Signing and Striping Plans
 - Storm Water Pollution Prevention Plan
 - Proposed Utility Relocation Design (Bayview MUD utilities)
 - Alignments established for proposed water, sanitary sewer, and effluent water lines
 - Includes detailed lateral connection designs, profile designs, and development of notes, specifications, and detail sheets
 - Cross sections (100 foot intervals)
 - Temporary construction easements (if necessary)
 - Drainage easements (if necessary)
 - Sight Distance Triangle Evaluations & Exhibits
 - Engineer shall evaluate the public street intersections in the project limits.
 - Create exhibits that depict 15' setbacks to evaluate need & area required for Unobstructed Visibility Easements (UVE's)
 - Opinion of Probable Construction Cost (OPCC)
 - KMZ
 - Utility Conflict Table
-
- 90% submittal
 - Plans
 - 60% comments addressed
 - Standard Details
 - Project Manual
 - Opinion of Probable Construction Cost (OPCC)
 - KMZ
 - Utility Conflict Table
-
- Final submittal
 - Sealed Plans
 - 90% comments addressed
 - Sealed Project Manual
 - Final Opinion of Probable Construction Cost (OPCC)
 - KMZ
 - Utility Conflict Table

5.0 CONSTRUCTION ADMINISTRATION- HOURLY

- Attend pre-Bid and Pre-construction Meeting
- Respond to RFI's and questions from contractor
- Periodic on-site observation with County Inspector
- Meetings with City during construction
- Final walk through & punch list
- Record Drawings

6.0 PROJECT COST SUMMARY

TASK	FEE
1. PROJECT MANAGEMENT & ADMINISTRATION	\$104,414.00
2. PRELIMINARY ENGINEERING PHASE	\$82,701.00
3. DESIGN PHASE	\$253,677.00
4. DRAINAGE	\$77,106.00
5. URBAN FORESTRY SUPPORT	\$8,786.50
6. CONSTRUCTION PHASE SERVICES	\$52,983.00
7. DIRECT EXPENSES	\$2,175.00
TOTAL PROJECT COST	\$581,842.50

FEE SCHEDULE

TASK DESCRIPTION	DEPUTY PROJECT MANAGER	SENIOR ENGINEER	PROJECT ENGINEER	EIT	CADD OPERATOR	ADMIN/ CLERICAL	TOTAL LABOR HRS. & COSTS	UNIT	NO OF UNITS	HOURS PER UNIT
DRAINAGE - GRADIENT										
GENERAL										
DATA COLLECTION	1		2	8			11			
PRELIMINARY DRAINAGE										
ANALYZE TWO CONCEPTUAL OPTIONS										
OPTION 1 ANALYSIS (SIZING, PRELIMINARY HYDROLOGIC ANALYSIS AND HEC-RAS, COST ESTIMATION, BENEFITS)		1	4	16	4		25			
OPTION 2 ANALYSIS (SIZING, PRELIMINARY HYDROLOGIC ANALYSIS AND HEC-RAS, COST ESTIMATION, BENEFITS)		1	4	16	4		25			
DRAINAGE OPTIONS SUMMARY	2	2	4	8			16			
DRAINAGE MEMO										
DRAINAGE ANALYSIS - EXISTING CONDITION										
HYDROLLOGIC ANALYSIS (RATIONAL METHOD)		1	4	16			21			
HYDRAULIC ANALYSIS (NUMERICAL METHODS)		1	4	16			21			
DRAINAGE ANALYSIS - PROPOSED CONDITION										
HYDROLLOGIC ANALYSIS (RATIONAL METHOD)		1	4	16			21			
HYDRAULIC ANALYSIS (NUMERICAL METHODS)		1	4	16			21			
SIZE ROADSIDE DITCHES AND SUBSURFACE DRAINAGE		1	4	16			21			
MEMO										
DRAINAGE MEMO NARRATIVE		2	4	8			14			
EXHIBITS (ASSUME 11 TOTAL)		2	8	44	88		142			
COST ESTIMATE		1	2	8			11			
DRAINAGE MEMO QA/QC AND REVISIONS	2	4	4	8	8	8	34			
							0			
HOURS SUB-TOTALS	5	18	52	196	104	8	383		0	
CONTRACT RATE PER HOUR	\$391.00	\$357.00	\$340.00	\$170.00	\$153.00	\$136.00			# OF SHEETS	
TOTAL LABOR COSTS	\$1,955.00	\$6,426.00	\$17,680.00	\$33,320.00	\$15,912.00	\$1,088.00	\$76,381.00			
LABOR SUBTOTAL							\$76,381.00			

OTHER DIRECT EXPENSES	# OF UNITS	UNIT	COST/UNIT				
Mileage	1,000	mile	\$0.725				\$725.00
SUBTOTAL DIRECT EXPENSES							\$725.00

SUMMARY	
TOTAL LABOR COSTS	\$76,381.00
OTHER DIRECT EXPENSES	\$725.00
TOTAL	\$77,106.00

FEE SCHEDULE

TASK DESCRIPTION	SENIOR PROJECT MANAGER	SENIOR ENGINEER	DESIGN ENGINEER	EIT	SENIOR CADD TECHNICIAN	CADD TECHNICIAN	ADMIN/ CLERICAL	TOTAL LABOR HRS. & COSTS	UNIT	NO OF UNITS	HOURS PER UNIT
GRADIENT PRIME - CA											
CONSTRUCTION PHASE SERVICES											
	4	4		4				12	NA	NA	NA
PREBID MEETING AND QUESTIONS	4	4						8	NA	NA	NA
ATTEND FIELD MEETINGS AND SITE VISITS	12	12						24	NA	NA	NA
PREPARATION OF CHANGE ORDERS	2	4	12					18	NA	NA	NA
REVIEW AND APPROVE SHOP DRAWINGS	2	8	12	16				38	NA	NA	NA
RESPOND TO RFIS	4	16	16	24				60	NA	NA	NA
PROVIDE RECORD DRAWINGS	2	2	2	4	2	4		16	NA	NA	NA
HOURS SUB-TOTALS	30	50	42	48	2	4	0	176		0	
CONTRACT RATE PER HOUR	\$391.00	\$357.00	\$323.00	\$170.00	\$170.00	\$153.00	\$136.00			# OF SHEETS	
TOTAL LABOR COSTS	\$11,730.00	\$17,850.00	\$13,566.00	\$8,160.00	\$340.00	\$612.00	\$0.00	\$52,258.00			
LABOR SUBTOTAL								\$52,258.00			

OTHER DIRECT EXPENSES	# OF UNITS	UNIT	COST/UNIT					
Mileage	1,000	mile	\$0.725					\$725.00
SUBTOTAL DIRECT EXPENSES								\$725.00

SUMMARY	
TOTAL LABOR COSTS	\$52,258.00
OTHER DIRECT EXPENSES	\$725.00
TOTAL	\$52,983.00

FEE SCHEDULE

TASK DESCRIPTION	SENIOR PROJECT MANAGER	SENIOR ENGINEER	DESIGN ENGINEER	EIT	UTILITY SPECIALIST	SENIOR CADD TECHNICIAN	CADD TECHNICIAN	ADMIN/ CLERICAL	TOTAL LABOR HRS. & COSTS	UNIT	NO OF UNITS	HOURS PER UNIT
GRADIENT PRIME												
GENERAL												
DATA COLLECTION		2		8		16			26	NA	NA	NA
PROJECT MEETINGS (12 months)	12	12		12					36	NA	NA	NA
TCP PLANNING MEETING		2	2						4	NA	NA	NA
COORDINATION WITH LOCAL AGENCIES	8	16		16					40	NA	NA	NA
HOMEOWENER COORDINATION FOR OUTFALL	8	16		16					40	NA	NA	NA
PROJECT ADMINISTRATION	36	36						24	96	NA	NA	NA
SURVEYING COORDINATION	8	24						6	38	NA	NA	NA
GEOTECH COORDINATION	4	16						6	26	NA	NA	NA
URBAN FOESTRY COORDINATION	4	16						6	26	NA	NA	NA
ENVIRONMENTAL SUPPORT	4	8						6	18	NA	NA	NA
PRELIMINARY Design (30%)												
EXISTING TYPICAL SECTIONS (2 per Sheets)	1	2	2			2	8		15	Sheets	1	15
PROPOSED TYPICAL SECTIONS (2 per Sheets)	1	2		2		4	8		17	Sheets	1	17
ROADWAY PLAN & PROFILE SHEETS (50 SCALE)	1	4	4	16		8	60		93	Sheets	5	19
ROADWAY PLAN & PROFILE INTERSECTION SHEETS (50 SCALE)	2	2	8	16		12	40		80	Sheets	8	10
UTILITY RELOCATION DESIGN (MILES AND SIDE STREETS)	6		12	32		10	40		100	Sheets	13	8
UTILITY BASE FILE (EXISTING) BAYVIEW MUD		2	8			4	16		30	NA	NA	NA
UTILITY INVENTORY LIST	2	2		4	28				36	NA	NA	NA
CONSTRUCTION COST ESTIMATE	2	4	8	24		4	16		58	NA	NA	NA
FINAL DESIGN												
COVER SHEET		1	1	2			6		10	Sheets	1	10
INDEX OF SHEETS		1	2	8			4		15	Sheets	1	15
GENERAL NOTES	1	1	1	4			2		9	Sheets	1	9
PROJECT LAYOUT w/ HORIZONTAL DATA	1	1	2	8		4	8		24	Sheets	1	24
EXISTING TYPICAL SECTIONS (2 per Sheets)	1	1	1				4		7	Sheets	1	7
PROPOSED TYPICAL SECTIONS (2 per Sheets)	1			2		2	4		9	Sheets	1	9
ROADWAY PLAN & PROFILE SHEETS (50 SCALE)	2	2	4	8		8	48		72	Sheets	5	14
ROADWAY PLAN & PROFILE INTERSECTION SHEETS (50 SCALE)	2	2	8	8		8	16		44	Sheets	8	6
ROADWAY DETAILS		1	1			0	4		6	Sheets	4	2
DRAINAGE AREA MAPS (50 SCALE DOUBLE BANK)	2	4	6	8		12	16		48	Sheets	2	24
HYDRAULIC CALCULATIONS	4	8	8	8					28	Sheets	1	28
LATERAL PROFILE (PROFILE ONLY)	1	1	2	4		2	8		18	Sheets	1	18
DRIVEWAY SUMMARY		1	2	8			4		15	Sheets	1	15
TCP LAYOUTS (50 SCALE DOUBLE BANK) (2 PHASES)	1	4	16	24		8	60		113	Sheets	6	19
TCP TYPICAL SECTIONS	1	2	4	4		4	8		23	Sheets	1	23
DETOUR SHEETS (GEORGE ST, WALSH ST, KELLER ST, DERRICK ST, CALHOUN ST, BAYSHORE ST)		4	20	28		12	40		104	Sheets	6	17
TCP DETAILS		1	1			0	4		6	Sheets	3	2
SIGNING AND STRIPING LAYOUTS (50 SCALE DOUBLE BANK)		4	8	16		8	32		68	Sheets	3	23
SIGNING AND STRIPING DETAILS		1	1			0	4		6	Sheets	4	2
SW3P LAYOUTS (50 SCALE DOUBLE BANK)	1	4	12	24		8	16		65	Sheets	3	22
SW3P DETAILS		1	1			0	4		6	Sheets	2	3
EARTHWORK/DESIGN CROSS SECTIONS (EVERY 100'; 3 per Sheet)	2	8	16	12		8	16		62	Sheets	8	8
CULVERT LAYOUT SHEETS	2	8	32	16		8	16		82	Sheets	4	21
DRAINAGE DETAILS		1	1			0	4		6	Sheets	2	3
UTILITY CONFLICT TABLE	2	2	12	16	40	4	4		80	NA	NA	NA
UTILITY COORDINATION MEETINGS	2	2	12	24	24				64	NA	NA	NA
UTILITY RELOCATION DESIGN (ON P&P SHEETS) BAYVIEW MUD	12	12	32	28		20	40		144	Sheets	13	11
DETAILED CONSTRUCTION COST ESTIMATE	2	4	8	12		4	24		54	NA	NA	NA
PRODUCE PROJECT MANUAL	2	3							5	NA	NA	NA
HOURS SUB-TOTALS	141	251	258	418	92	180	584	48	1,972		111	
CONTRACT RATE PER HOUR	\$391.00	\$357.00	\$323.00	\$170.00	\$165.00	\$170.00	\$153.00	\$136.00			# OF SHEETS	
TOTAL LABOR COSTS	\$55,131.00	\$89,607.00	\$83,334.00	\$71,060.00	\$15,180.00	\$30,600.00	\$89,352.00	\$6,528.00	\$440,792.00			
LABOR SUBTOTAL									\$440,792.00			

OTHER DIRECT EXPENSES	# OF UNITS	UNIT	COST/UNIT						
Mileage	1,000	mile	\$0.725						\$725.00
Urban Forestry Support	1	LS							\$8,786.50
SUBTOTAL DIRECT EXPENSES									\$9,511.50

SUMMARY	
TOTAL LABOR COSTS	\$440,792.00
OTHER DIRECT EXPENSES	\$9,511.50
TOTAL	\$450,303.50

Galveston County- Miles Road

Project Status: 06/18/2026					15-Jun	22-Jun	29-Jun	6-Jul	13-Jul	20-Jul	27-Jul	3-Aug	10-Aug	17-Aug	24-Aug	31-Aug	7-Sep	14-Sep	21-Sep	28-Sep	5-Oct	12-Oct	19-Oct	26-Oct	2-Nov	9-Nov	16-Nov	23-Nov	30-Nov	7-Dec	14-Dec	21-Dec	28-Dec	4-Jan	11-Jan	18-Jan	25-Jan	1-Feb	8-Feb	15-Feb	22-Feb	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr	3-May	10-May	17-May	24-May	31-May	7-Jun	14-Jun	21-Jun	28-Jun	5-Jul	12-Jul	19-Jul	26-Jul	2-Aug	9-Aug	16-Aug	23-Aug	30-Aug	6-Sep
Task	Assigned	Progress	Start	End																																																																	
PROJECT STUDY																																																																					
Preliminary Design (30% Plans)	Gradient Group	0%	12/1/26	1/5/27																																																																	
Review	GO'DCCM	0%	1/6/27	1/25/27																																																																	
Final Submittal	Gradient Group	0%	1/26/27	2/8/27																																																																	
DRAINAGE																																																																					
Existing Conditions	Gradient Group	0%	10/12/26	10/23/26																																																																	
Drainage Options	Gradient Group	0%	10/26/26	11/13/26																																																																	
Drainage Options Summary	Gradient Group	0%	11/16/26	12/1/26																																																																	
Draft Drainage Memo	Gradient Group	0%	12/2/26	12/14/26																																																																	
Review	GO'DCCM	0%	12/15/26	12/29/26																																																																	
Final Submittal	Gradient Group	0%	12/30/26	1/14/27																																																																	
SURVEY-MBCO																																																																					
Request RDE	MBCO	0%	7/6/26	8/7/26																																																																	
Survey Control Map	MBCO	0%	8/10/26	9/11/26																																																																	
ROW Survey	MBCO	0%	8/10/26	9/18/26																																																																	
Topo Survey	MBCO	0%	8/10/26	10/9/26																																																																	
GEOTECHNICAL - ASSOCIATED TESTING LABRATORIES																																																																					
Core/drill borings	ATL	0%	8/10/26	8/19/26																																																																	
Geotech Report- Roadway	ATL	0%	8/20/26	9/25/26																																																																	
Review	GO'DCCM	0%	9/28/26	10/9/26																																																																	
Final Submittal	ATL	0%	10/12/26	10/30/26																																																																	
PROJECT DESIGN																																																																					
First Submittal- 60%	Gradient Group	0%	2/22/27	5/14/27																																																																	
Review	GO'DCCM	0%	5/17/27	6/4/27																																																																	
Second Submittal- 90%	Gradient Group	0%	6/7/27	7/2/27																																																																	
Review	GO'DCCM	0%	7/6/27	7/26/27																																																																	
Final Submittal	Gradient Group	0%	7/29/27	8/23/27																																																																	
Review	GO'DCCM	0%	8/24/27	9/3/27																																																																	
Revision	Gradient Group	0%	9/6/27	10/1/27																																																																	
Approval	GO'DCCM	0%	10/4/27	10/22/27																																																																	