

STATE OF GEORGIA

CITY OF HAMPTON

RESOLUTION NO. **22-31**

WHEREAS, the City of Hampton (hereinafter "City") is governed by the Mayor and Council; and

WHEREAS, the City of Hampton is a provider of electricity to its customers within its service area; and

WHEREAS, the City is need of engineering design and construction contract development for the GA-20 bypass line to support electric load development in the City ("Project"); and

WHEREAS, the City has determined that Patterson & Dewar Engineers, Inc ("P&D"), is able to provide the necessary professional services for the Project; and

WHEREAS, P&D has provided other professional services to the City; and

WHEREAS, this Project is estimated to cost the City \$70,000.00 pursuant to the Statement of Work attached hereto at Exhibit "A" and incorporated by reference; and

NOW THEREFORE IT IS HEREBY RESOLVED that the City shall engage the professional services of Patterson and Dewar Engineers, Inc. to provide engineering design and construction contract development to the City for an estimated cost of \$70,000.00.

SO RESOLVED, this 13th day of September 2022.

CITY OF HAMPTON, GEORGIA:



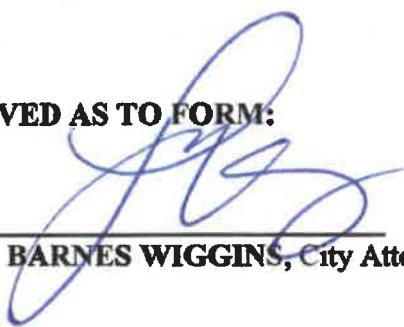
ANN TARPLEY, Mayor

ATTEST:



RASHIDA FAIRLEY, City Clerk

APPROVED AS TO FORM:



L'ERIN BARNES WIGGINS, City Attorney

August 19th, 2022

Mr. Alex S. Cohlias, City Manager
City of Hampton
17 E. Main Street South
Hampton, GA 30228



250 Center Way
Norcross, GA 30071

(770) 453-1410
pdengineers.com

Mr. Cohlias,

Patterson & Dewar Engineers, Inc. (P&D) is pleased to provide this Statement of Work (SOW) to the City of Hampton (COH) for engineering design and construction contract development for the GA-20 bypass line needed to support load development within the city. The following pages detail the proposed SOW, including scope, schedule, and budget.

Once built, this line will provide the city with a needed backbone for serving numerous residential developments in progress along GA-20. Additionally, this project will provide the city with a permanent solution to loading concerns we have discussed previously. In conjunction with the Long Range Plan we have proposed to develop with the city, this project will serve as a key first project for this new chapter of the electric department for the COH.

Based on the assumptions contained within, we estimate the engineering services budget for this project will be \$70,000. It should be noted that there are numerous factors that could alter the costs of the project. Should the city elect to proceed with a "joint-use" project with Central Georgia EMC, it is possible that CGEMC would share some of these costs or perhaps be willing to furnish some of the design labor necessary or even allow for the use of CGEMC contractors. This being said, the costs presented within this SOW present costs and schedule under the assumption that COH proceeds alone with the project and will require professional services for both design and contract development and bidding. Should these needs change as the project progresses, a revised budget will be provided to COH.

We look forward to exceeding your expectations with custom solutions to the challenges you face, the engineering expertise you need, the reliable service you deserve and the quality your citizens demand. If you have any questions about this proposal, feel free to contact me at any time at 404-713-9914 or rpenna@pdengineers.com. Thank you for this opportunity.

Sincerely,
Patterson and Dewar Engineers, Inc.
Robert Penna
JD Bush, PE

**STATEMENT OF WORK TO THE MASTER SERVICES AGREEMENT
BETWEEN CLIENT
AND PATTERSON & DEWAR ENGINEERS, INC. FOR**

GA-20 BYPASS OVERHEAD LINE DESIGN AND CONSTRUCTION CONTRACT DEVELOPMENT

City of Hampton, GA (COH) ("Client") and Patterson & Dewar Engineers, Inc. ("P&D"), collectively referred to as "Parties", enter into this Statement of Work ("SOW") on August 19, 2022. This SOW shall be governed by the Master Services Agreement dated July 25, 2022 ("Agreement") between Client and P&D. Unless otherwise defined in this SOW, capitalized terms shall have the same meaning established for such terms in the Agreement. P&D agrees to complete the following project in accordance with the Agreement and in accordance with the following terms:

I. Project Overview

Task 1: Engineering Design

P&D will prepare a full design, ready for construction, for a new electric distribution line. This line will begin at the Central Georgia EMC delivery point on Hampton Locust Grove Rd and will follow the road along Hampton Locust Grove Rd and S Hampton Rd to GA-20. The line will then follow GA-20 and will tie to existing COH lines at the intersection of E Main St. and GA-20. The route is approximately 1.5 miles in length. The line will be overhead construction, with 336 ACSR conductor. The project will be accomplished based upon the following plan:

Subtask 1.1 – Planning Meeting & Field Visit

P&D will attend a planning meeting with COH to discuss project details and initiate the design phase of the project. The objectives of the meeting are as follows:

- Discuss design standards and preferences, define the communication plan and process for submittals
- Review project information
- Identify crossing permit requirements (if applicable)
- Locate drawings of existing facilities that would be useful for proposed design (if available)
- Visit project location

Subtask 1.2 – Project Design

P&D will complete the following as part of the preliminary design of the project:

- Determine structure framing and guying details
- Prepare staking sheets indicating new construction units, transfers, as well as structure locations
- Determine appropriate structure type, pole size, and appropriate framing unit for each structure location
- Determine sag and tension data for each ruling span section
- Review the project with COH at completion of the preliminary design
- Construction staking will be performed once by P&D on structures and guying for any relocated or new structures along the project route
- Prepare a unitized count of all units to install, remove, and transfer
- Review final design with COH

Task 2: Construction Contract and Request for Proposal (RFP) Solicitation

P&D will provide professional services for COH in performing electric construction contract bidding. P&D will work with COH throughout the entire bid process and be available as needed to provide guidance and to answer technical questions during construction. It is recommended that COH use an outside entity during the bid opening and bidder awarding process, whether P&D or COH's attorney. This task will be accomplished based upon the following plan:

Subtask 2.1 – Collaboration Meeting Between COH and P&D

This will be the initial planning meeting where necessary information will be exchanged, and the parties will discuss all necessary steps in the contract process.

Subtask 2.2 – Contractor Prequalification

P&D will make initial contact with prospective contractors, to determine interest to bid on the project. P&D will send out prequalifying materials to those who respond, requesting relevant information in order to determine whether each contractor is available and suitable for the project. P&D will assist COH in reviewing all interested contractors and a bidder list will be developed. P&D will then inform each contracting company of the results of the evaluation. Those chosen will be recognized as a bidder.

Subtask 2.3 – Bid Package Transmittal

P&D will provide each Bidder with the project bid package, detailing all information needed to submit an acceptable bid. Bidders will be instructed not to submit bids until after the project site has been visited by all bidders who desire to do so. This can be handled in one of three ways: 1) setting up a Prebid Meeting at COH for all Bidders to attend where everyone visits the project site at the same time. 2) Designate two days that someone at COH would be available for appointments. 3) Supply the Bidders with GPS locations and allow a time frame for them to do a drive by project site visit on their own. In the event the option of a Prebid Meeting is selected. The meeting will be held at the COH headquarters for all contractors to attend. P&D will be present to lead the meeting, and COH employees will be there to assist. The project and contract documents will be reviewed and questions will be answered in an open forum.

Subtask 2.4 – Bid Evaluation

Bids will be received by both COH and P&D. P&D will analyze the submitted bids and recommend a contractor from the submittals. Once final determination is made by COH, P&D will notify all bidders of the final decision and share bid totals with each bidder.

Subtask 2.5 – Contract Preparation

P&D will prepare the contract documents for signature and acceptance of the winning bid. After the accept of the winning bid by COH, P&D will take possession of the signed contract and prepare it for distribution in electronic format to COH, the winning contractor and P&D (the original paper contract will be returned to COH for their files, as it will contain the original performance bond).

Subtask 2.6 – Pre-Construction Meeting

A Pre-Construction conference will be scheduled by P&D and held at the COH. COH and the contractor will execute and sign the Information Transfer Document (an OSHA requirement).

II. Schedule

Task 1 can be scheduled to begin in December 2022 and is estimated to last for 3 months. Task 2 would begin immediately upon completion of Task 1 and would last until the completion of project construction. It is the hope of P&D that construction could be completed by the end of 2023.

If requests are made of P&D that go beyond the scope presented in this SOW, a modified schedule will be provided to COH if said requests will cause project delays.

III. Payment Terms

P&D shall submit monthly invoices to Client. Payment terms are specified in the Agreement. P&D shall provide estimated effort levels upon request. Expenses will be billed in accordance with the payment terms of the Agreement.

IV. Total Fees

Services under this Agreement will be provided on a time and expense basis not to exceed a maximum of Seventy-Thousand Dollars (\$70,000), based on the scope of services outlined in this SOW and the anticipated level of effort. Notwithstanding anything to the contrary herein, P&D will not be required to furnish services or incur expenses for work not included in this SOW without written authorization (including email confirmation) from the Client committing to additional funding.

This SOW may be executed in counterparts or duplicate originals and facsimile, electronic and digital copies, including properly executed PDF versions and all shall be regarded as an original instrument by the Parties.

IN WITNESS WHEREOF, the Parties have executed this SOW on the date specified above.

CITY OF HAMPTON, GEORGIA

PATTERSON & DEWAR ENGINEERS, INC.

Signed Ann N Tarpley
Name Ann N Tarpley
Title M.Engr
Date Signed _____

Signed _____
Name Anita Atkinson
Title VP, Engineering & Surveying
Date Signed 02/27/2023