

**CITY OF FRANKLIN, TENNESSEE  
PROFESSIONAL SERVICES AGREEMENT  
HENPECK LANE SANITARY SEWER EXTENSION  
COF Contract No. 2017-0175**

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is by and between the City of Franklin, Tennessee, hereinafter referenced as City, and **HETHCOAT AND DAVIS, INC.**, hereinafter referenced as Consultant, who mutually agree as follows:

**DECLARATIONS.** City desires to retain Consultant to provide engineering, related technical, and other services in connection with City's project hereinafter referenced as Project. The Project is described as follows:

**Henpeck Lane Sanitary Sewer Extension**

1. SCOPE OF SERVICES. Consultant shall provide engineering related technical services, survey services, and environmental assessment services for the Project in accordance with the Scope of Services (Services) as found in Attachments A and B which shall be considered as an integral part hereof.
2. Consultant has submitted as a part of Attachment A and B an individual Fee Schedule and a Completion Schedule for the Project based on the detailed Scope of Services.
3. In event of a conflict between this Agreement and the attached document(s), this Agreement shall supersede conflicting terms and conditions.
4. Consultant shall be paid on a monthly basis for work performed based on the Fee Schedule as contained in Attachments A and B in the total Not to Exceed Amount of ONE HUNDRED SEVENTY-TWO THOUSAND TWO HUNDRED NINETY-SEVEN AND 00/100 DOLLARS (\$172,297.00).

**The Board of Mayor and Aldermen Approved this Agreement on the \_\_\_\_\_ Day of \_\_\_\_\_ 201\_\_.**

## **TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES**

### **ARTICLE 1. SERVICES.** Consultant will:

- 1.1 Act for City in a professional manner, using that degree of care and skill ordinarily exercised by and consistent with standards of competent consultants using the standards in the industry:
- 1.2 Consider all reports to be confidential and distribute copies of the same only to those persons specifically designated by the City.
- 1.3 Perform all services under the general direction of a senior professional employee, licensed and/or registered in the State of Tennessee, when appropriate.
- 1.4 Designate, in writing, the sole Project representative to coordinate with City the Services to be provided, including all contact information.
- 1.5 Unless provided for in the Project Scope of Services (Attachment A), Consultant shall perform all Services with his own forces (employees). Should sub-consultants be proposed to be used in the Project, a listing of said sub-consultants with Services to be performed shall be provided. After approval of this Agreement, no substitute for sub-consultants shall be allowed unless approved by City.
- 1.6 Retain pertinent records relating to the services performed for a period of seven (7) years following the completion of the work; during this period the records shall be available for review by City at all reasonable times.

### **ARTICLE 2. CITY'S RESPONSIBILITIES.** City, or its authorized representative, will:

- 2.1 Provide Consultant with all information regarding the Project, which is available to, or reasonably obtainable by, the City.
- 2.2 Furnish right-of-entry onto the Project site for Consultant's necessary field studies and surveys. Consultant will endeavor to restore the site to its original condition and shall remain solely liable for all damages, costs and expenses, including reasonable attorneys' fees, for failure to make such restoration.
- 2.3 Designate, in writing, the sole Project representative to coordinate with and direct the Consultant, including all contact information.
- 2.4 Guarantee to Consultant that it has the legal capacity to enter into this contract and that sufficient monies are available to fund Consultant's compensation.

### **ARTICLE 3. GENERAL CONDITIONS.**

- 3.1 Consultant, by the performance of services covered hereunder, does not in any way assume, abridge or abrogate any of those duties, responsibilities or authorities customarily vested in other professionals or agencies participating in the Project.
- 3.2 Consultant shall be responsible for the acts or omissions of any party involved in concurrent or subsequent phases of the Project acting upon written instruction issued by the Consultant.
- 3.3 Neither City nor Consultant may assign or transfer its duties or interest in this Agreement without written consent of the other party.
- 3.4 **ALLOCATION OF RISK AND LIABILITY; GENERAL.** Considering the potential liabilities that may exist during the performance of the services of this Agreement, the relative benefits and risks of the Project, and the Consultant's fee for the services rendered, and in consideration of the promises contained in this Agreement, the City and the Consultant agree to allocate and limit such liabilities in accordance with this Article.

- 3.5 INDEMNIFICATION. Consultant agrees to indemnify and hold City harmless from and against legal liability for all judgments, losses, damages, and expenses to the extent such judgments, losses, damages, or expenses are caused by Consultant's negligent act, error or omission in the performance of the services of this Agreement. In the event judgments, losses, damages, or expenses are caused by the joint or concurrent negligence of Consultant and City, they shall be borne by each party in proportion to its own negligence.
- 3.5.1 SURVIVAL. The terms and conditions of this paragraph shall survive completion of this services agreement.
- 3.6 LIMITATIONS OF RESPONSIBILITY. Consultant shall not be responsible for (a) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project unless specifically undertaken in Attachment A, Scope of Services ; (b) the failure of any contractor, subcontractor, Consultant, or other Project participant, not under contract to Consultant, to fulfill contractual responsibilities to City or to comply with federal, state, or local laws, regulations, and codes; or (c) procuring permits, certificates, and licenses required for any construction unless such procurement responsibilities are specifically assigned to Consultant in Attachment A, Scope of Services.

**ARTICLE 4. TERMINATION BY THE CITY.** The City may terminate this Agreement in accordance with the following terms and conditions:

- 4.1 Termination for Convenience. The City may, when in the interests of the City, terminate performance under this Agreement with the Consultant, in whole or in part, for the convenience of the City. The City shall give written notice of such termination to the Consultant specifying when termination becomes effective. The Consultant shall incur no further obligations in connection with the work so terminated, other than warranties and guarantees for completed work and installed equipment, and the Consultant shall stop work when such termination becomes effective. The Consultant shall also terminate outstanding orders and subcontracts for the affected work. The Consultant shall settle the liabilities and claims arising out of the termination of subcontracts and orders. The City may direct the Consultant to assign the Consultant's right, title and interest under termination orders or subcontracts to the City or its designee. The Consultant shall transfer title and deliver to the City such completed or partially completed work and materials, equipment, parts, fixtures, information and Contract rights as the Consultant has in its possession or control. When terminated for convenience, the Consultant shall be compensated as follows:
- (1) The Consultant shall submit a termination claim to the City specifying the amounts due because of the termination for convenience together with costs, pricing or other data required by the City. If the Consultant fails to file a termination claim within one (1) year from the effective date of termination, the City shall pay the Consultant the amount the City deems the Consultant is due.
  - (2) The City and the Consultant may agree to the compensation, if any, due to the Consultant hereunder.
  - (3) Absent agreement to the amount due to the Consultant, the City shall pay the Consultant the following amounts:
    - (a) Contract costs for labor, materials, equipment and other services accepted under this Agreement;

- (b) Reasonable costs incurred in preparing to perform and in performing the terminated portion of the work, and in terminating the Consultant's performance, plus a fair and reasonable allowance for direct job site overhead and earned profit thereon (such profit shall not include anticipated profit or consequential damages); provided however, that if it reasonably appears that the Consultant would have not profited or would have sustained a loss if the entire Agreement would have been completed, no profit shall be allowed or included and the amount of compensation shall be reduced to reflect the anticipated rate of loss, if any;

The total sum to be paid the Consultant under this Section shall not exceed the total Agreement Price, as properly adjusted, reduced by the amount of payments otherwise made, and shall in no event include duplication of payment.

- 4.2 Termination for Cause. If the Consultant does not perform the work, or any part thereof, in a timely manner, supply adequate labor, supervisory personnel or proper equipment or materials, or if it fails to timely discharge its obligations for labor, equipment and materials, or proceeds to disobey applicable law, or otherwise commits a violation of a material provision of this Agreement, then the City, in addition to any other rights it may have against the Consultant or others, may terminate the performance of the Consultant, in whole or in part at the City's sole option, and assume possession of the Project Plans and materials and may complete the work.

In such case, the Consultant shall not be paid further until the work is complete. After Completion has been achieved, if any portion of the Contract Price, as it may be modified hereunder, remains after the cost to the City of completing the work, including all costs and expenses of every nature incurred, has been deducted by the City, such remainder shall belong to the Consultant. Otherwise, the Consultant shall pay and make whole the City for such cost. This obligation for payment shall survive the termination of the Agreement.

In the event the employment of the Consultant is terminated by the City for cause pursuant to this Section and it is subsequently determined by a Court of competent jurisdiction that such termination was without cause, such termination shall thereupon be deemed a Termination for Convenience under this Section and the provisions of Section 4.1 shall apply.

- 4.3 Termination for Non-Appropriation. The City may also terminate this Agreement, in whole or in part, for non-appropriation of sufficient funds to complete or partially complete the Project, regardless of the source of such funds, and such termination shall be on the terms of Section 4.1.
- 4.4 The City's rights under this Section shall be in addition to those contained elsewhere herein or provided by law.

**ARTICLE 5. SCOPE OF SERVICES.** Consultant shall provide the Services as described in Attachment A, Scope of Services.

5.1 By mutual agreement, this Agreement and scope can be amended by the parties. The scope and fee for any additional tasks or services under such amendment shall be mutually negotiated and agreed to in writing prior to beginning such additional tasks or services.

5.2 ENVIRONMENTAL RESPONSIBILITY.

Where drilling/sampling services are involved, the samples obtained from the Project site are the property of the City. Should any of these samples be recognized by the Consultant to be contaminated, the City shall remove them from the Consultant's custody and transport them to a disposal site, all in accordance with applicable government statutes, ordinances, and regulations. For all other samples, the Consultant shall retain them for a sixty (60)-day period following the submission of the drilling/sampling report unless the City directs otherwise; thereafter, the Consultant shall discard the samples in accordance with all federal, state and local laws.

**ARTICLE 6. SCHEDULE.**

6.1 TIME OF THE ESSENCE. The parties agree that time is of the essence with respect to the parties' performance of all provisions of the Agreement.

6.2 Before executing this Agreement, the Consultant shall have prepared and submitted for approval to the City a Completion Schedule for the Project with milestones for the various stages (tasks) of the Services as outlined in the Scope of Services. The Consultant shall submit and obtain the City's approval for any proposed changes to the logic, durations, sequences, or timing of tasks as approved in the Completion Schedule.

6.3 FORCE MAJEURE. Neither party will be liable to the other for any delay or failure to perform any of the services or obligations set forth in this Agreement due to causes beyond its reasonable control, and performance times will be considered extended for a period of time equivalent to the time lost because of such delay plus a reasonable period of time to allow the parties to recommence performance of their respective obligations hereunder. Should a circumstance of force majeure last more than ninety (90) days, either party may by written notice to the other terminate this Agreement. The term "force majeure" as used herein shall mean the following: acts of God; strikes, lockouts or other industrial disturbances; acts of public enemies; orders or restraints of any kind of the government of the United States or of the State or any of their departments, agencies or officials, or any civil or military authority; insurrections, riots, landslides, earthquakes, fires, storms, tornadoes, droughts, floods, explosions, breakage or accident to machinery, transmission pipes or canals; or any other cause or event not reasonably within the control of either party.

6.4 Should City request changes in the scope, extent, or character of the Project, the fee and the time of performance of Consultant's Services as indicated in Attachment A shall be adjusted equitably.

**ARTICLE 7. USE OF DOCUMENTS, DATA.**

7.1 All Documents, including, but not limited to, reports, drawings, specifications, and computer software prepared by Consultant pursuant to this Agreement are instruments of service in respect to the Project. Consultant shall retain an ownership and property interest therein (including the right of reuse at the discretion of the Consultant) whether or not the Project is completed.

- 7.1.1 USE OF DATA SYSTEMS: Ownership, property interests and proprietary rights in data systems used by Consultant do not extend to the data created by or supplied to Consultant by the City; all rights to that data (including derivative or hidden data such as metadata) shall vest solely in City at the moment of creation.
  - 7.1.2 DISCLOSURE OF DOCUMENTS/DATA. City may be required to disclose documents or data under state or federal law. City shall notify Consultant if a request for data or documents has been made and shall give Consultant a reasonable opportunity under the circumstances to respond to the request by redacting proprietary or other confidential information. Consultant waives any right to confidentiality of any document, e-mail or file it fails to clearly mark on each page as confidential or proprietary. In exchange, Consultant agrees to indemnify, defend, and hold harmless City for any claims by third parties relating thereto or arising out of (i) the City's failure to disclose such documents or information required to be disclosed by law, or (ii) the City's release of documents as a result of City's reliance upon Consultant representation that materials supplied by Consultant (in full or redacted form) do not contain trade secrets or proprietary information, provided that the City impleads Consultant and Consultant assumes control over that claim.
- 7.2 By execution of this Agreement, Consultant and his sub-consultant(s) grant the City a royalty-free, perpetual, irrevocable, and assignable license to use any and all intellectual property interest Consultant or his sub-consultant(s) possess to any drawings, details, specifications, documents, and other information created before each of their first involvement with the Project and subsequently incorporated into the Project's documents. City-furnished data that may be relied upon by Consultant is limited to the printed copies that are delivered to the Consultant pursuant to Article 2 of this Agreement. Any copyrighted electronic files furnished by City shall be used by Consultant only for the Project as described herein. City's posting or publication of such documents created by Consultant for City shall constitute fair use and shall not constitute an infringement of Consultant's copyright, if any.
- 7.3 Documents that may be relied upon by City are limited to the printed copies (also known as hard copies) that are signed or sealed by the Consultant. Files in electronic media format of text, data, graphics, or of other types that are furnished by Consultant to City are only for convenience of City, unless the delivery of the Project in electronic media format has been dictated in Attachment A, Scope of Services. Any conclusion or information obtained or derived from electronic files provided for convenience will be at the user's sole risk.
- 7.4 Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it will perform acceptance tests or procedures within sixty (60) days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the 60-day acceptance period will be corrected by the party delivering the electronic files. Unless stated otherwise herein, Consultant shall not be responsible to maintain documents stored in electronic media format after acceptance by City.
- 7.5 When transferring documents in electronic media format, Consultant makes no representations as to long term compatibility, usability, or readability, of documents resulting from the use of software application packages, operating systems, or computer

hardware differing from that as required of, and used by, Consultant at the beginning of this Project.

- 7.6 City may make and retain copies of Documents for information and reference in connection with use on the Project by the City, or his authorized representative. Such Documents are not intended or represented to be suitable for reuse by City or others on extensions of the Project or on any other project. Any such reuse or modifications without written verification or adaptation by Consultant, as appropriate for the specific purpose intended, will be at City's sole risk and without liability or legal exposure to the Consultant or to Consultant's sub-consultants.
- 7.7 If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.
- 7.8 Any verification or adaptation of the Documents for extensions of the Project or for any other project will entitle Consultant to further compensation at rates to be agreed upon by City and Consultant.

#### **ARTICLE 8. INSURANCE.**

- 8.1 During the performance of the Services under this Agreement, Consultant shall maintain the following minimum insurance:
  - a) General Liability Insurance with a combined single limit of \$1,000,000 per occurrence and \$2,000,000 annual aggregate.
  - b) Automobile Liability Insurance with a combined single limit of \$1,000,000 for each person and \$1,000,000 for each accident.
  - c) Workers' Compensation Insurance Coverage A in accordance with statutory requirements and Coverage B, Employer's Liability Insurance, with a limit of \$500,000 for each occurrence.
  - d) Professional Liability Insurance with a limit of \$1,000,000 annual aggregate.
- 8.2 Consultant shall add the City an additional insured on all policies unless otherwise prohibited.
- 8.3 Consultant shall, upon execution of this Agreement, furnish City certificates of insurance, which shall include a provision that such insurance shall not be canceled without at least thirty (30) days' written notice to City.
- 8.4 No insurance, of whatever kind or type is to be considered as in any way limiting other parties' responsibility for damages resulting from their activities in the execution of the Project. City agrees to include, or cause to be included, in the Project's construction contract, such requirements for insurance coverage and performance bonds by the Project's construction contractor as City deems adequate to indemnify City, Consultant, and other concerned parties against claims for damages and to insure compliance of work performance and materials with Project requirements.

#### **ARTICLE 9. PAYMENT.**

- 9.1 City will pay Consultant for services and expenses in accordance with the Fee Schedule proposal submitted for the Project as part of the Scope of Services. Consultant's invoices will be presented at the completion of the work or monthly and will be payable upon receipt. Payment is due upon presentation of invoice and is past due thirty (30) days from invoice date. City shall give prompt written notice of any disputed amount and shall pay the remaining amount.

- 9.2 Consultant shall be paid in full for all services under this Agreement, including City authorized overruns of the Project budget or unforeseen need for Consultant's services exceeding the original Scope of Services.
- 9.3 TRAVEL; EXPENSES  
City shall reimburse reasonable expenses, including travel and meals, when specified in the Scope of Services, but only in accordance with the City's Travel and Expense Policy and Procedures Manual. The maximum amount will be applied as of the date of travel and as listed in the per diem reimbursement rates on the "CONUS" website developed by the United States General Services Administration, located at [www.gsa.gov](http://www.gsa.gov) [click on 'per diem rates' under the 'etools' category].

#### **ARTICLE 10. MISCELLANEOUS PROVISIONS**

- 10.1 EQUAL EMPLOYMENT OPPORTUNITY. In connection with this Agreement and the Project, City and Consultant shall not discriminate against any employee or applicant for employment because of race, color, sex, national origin, disability or marital status. City and Consultant will take affirmative action to ensure that the contractor used for the Project does not discriminate against any employee and employees are treated during employment without regard to their race, age, religion, color, gender, national origin, disability or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- 10.1.1 Consultant shall insert the foregoing provision in all contracts relating to this Project.
- 10.2 TITLE VI – CIVIL RIGHTS ACT OF 1964. City and Consultant shall comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), 49 C.F.R., Part 21, and related statutes and regulations.
- 10.2.1 Consultant shall insert the foregoing provision in all contracts relating to this Project.
- 10.3 NO THIRD PARTY RIGHTS CREATED. City and Consultant each binds itself and its successors, executors, administrators, permitted assigns, legal representatives and, in the case of a partnership, its partners, to the other party to this Agreement and to their successors, executors, administrators, permitted assigns, legal representatives and partners of such other party in respect to all provisions of this Agreement. The Services provided for in this Agreement are for the sole use and benefit of City and Consultant. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than City and Consultant.
- 10.4 WARRANTIES/LIMITATION OF LIABILITY/WAIVER. City reserves all rights afforded to local governments under law for all general and implied warranties. City does not waive any rights it may have to all remedies provided by law and therefore any attempt by Consultant to limit its liability shall be void and unenforceable.

#### **ARTICLE 11. EXTENT OF AGREEMENT:**

- 11.1 APPLICABLE LAW/CHOICE OF FORUM AND VENUE. This Agreement is made under and will be construed in accordance with the laws of the State of Tennessee without giving effect to that state's choice of law rules. The parties' choice of forum and venue shall be exclusively in the courts of Williamson County, Tennessee. Any provision of this

Agreement held to violate a law or regulation shall be deemed void, and all remaining provisions shall continue in force.

- 11.2 ENTIRE AGREEMENT. This Agreement, including these terms and conditions, represent the entire Agreement between City and Consultant for this Project and supersedes all prior negotiations, representations or agreements, written or oral. This Agreement may be amended only by written instrument signed by City and Consultant.

**ARTICLE 12. DISPUTE RESOLUTION, BREACH.**

- 12.1 If a dispute should arise relating to the performance of or payment for the Services under this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder. No arbitration or mediation shall be required as a condition precedent to filing any legal claim arising out of or relating to this Agreement. No arbitration or mediation shall be binding.
- 12.2 BREACH. Upon deliberate breach of the Agreement by either party, the non-breaching party shall be entitled to terminate the Agreement with notice, with all of the remedies it would have in the event of termination, and may also have such other remedies as it may be entitled to in law or in equity.

**ARTICLE 13. SURVIVAL.**

The provisions contained in this Professional Services Agreement shall survive the completion of or any termination of the Agreement, contract or other document to which it may accompany or incorporate by reference or which subsequently may be modified, unless expressly excepted from this Article upon consent of both parties.

CONSULTANT

CITY OF FRANKLIN, TENNESSEE

BY: \_\_\_\_\_  
Consultant's Signature  
TITLE: \_\_\_\_\_  
Date: \_\_\_\_\_

BY: \_\_\_\_\_  
Dr. Ken Moore  
Mayor  
Date: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
Kristen L. Corn, Assistant City Attorney

COF Contract No. 2017-0175



June 19, 2017

File 1082-05

Mr. Paul Holzen, PE  
Engineering Manager  
City of Franklin  
109 Third Avenue South  
Franklin, TN 37064

**Re: Proposal for Engineering Services  
Henpeck Lane Interceptor Sewer**

Dear Paul:

Thank you for giving Hethcoat & Davis the opportunity to provide professional services for the sanitary sewer line extension related to the new middle school located adjacent to Oak View Elementary School on Henpeck Lane.

Based on the information provided in your email of June 8, 2017 and our preliminary site visit and route evaluation, the project effort will consist of approximately 4,800 LF of 12-inch gravity sewer and will include a crossing of State Highway 431 along with all other related appurtenances. The project will begin at the existing Five Mile Creek Trunk Sewer located east of Ellington Drive near Lee Circle and will end at the SE corner of the property for the elementary school. Extension of the lateral sewer to the proposed middle school site adjacent to the elementary school is not included at this time.

We have identified the probable scope of services as follows:

- On-site topographic survey, including location of septic tanks and field lines. We will enlist the services of the Williamson County Health Department in locating these devices.
- Design Phase services to include:
  - Preparation of drawings showing all sanitary sewer line improvements to be made to accomplish the extension.
  - Preparation of technical specification utilizing City standard specifications (with modifications as necessary).
  - Preparation of standard details utilizing City standard details (with modifications as necessary).
  - Preparation of special project details as required by the work.
  - Preparation of erosion control plans.
  - Preparation of easement exhibits and descriptions for up to eighteen (18) properties. (signature and cover documents are by City)
  - Prepare and obtain City Stormwater Permit approval.



Mr. Paul Holzen, PE  
June 19, 2017

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- Prepare and obtain plans and specification approval from TDEC Division of Water Resources.
- Prepare and obtain State NPDES Permit from TDEC.
- Prepare and obtain State ARAP Permit from TDEC.
- Prepare and obtain TDOT permit for Hwy 431 crossing.
- Assist the City in preparation of City front-end contract documents and bid package.
- Fees related to TDEC permits (considered as reimbursable costs).
- A topographic survey along the proposed route.
- Coordination with Williamson Co. Sewage Disposal Management to locate septic fields and septic tanks on affected properties.
- Review of existing plats for locations of septic tanks and/or field lines.
- Prepare a traffic control plan (if required).
- Assistance during the bid phase to include:
  - Assist City in advertising for and obtaining bids from prospective contractors.
  - Consult with Owner as to the qualifications of prospective bidders.
  - Conduct a pre-bid meeting.
  - Answer bid RFI's and issue addenda.
  - Attend and participate in the bid opening with City staff.
  - Prepare Bid Tabulation and Recommendation of Award.
- ~~Provide construction phase assistance to include:~~
  - ~~As noted on Attachment 1 to this letter.~~
- ~~Provide Resident Project Representative services to include:~~
  - ~~As noted on Attachment 2 to this letter.~~
- ~~Post Construction Phase Services to include:~~
  - ~~Preparation of as-built drawings.~~
  - ~~File notification of project completion to TDEC.~~

Hethcoat & Davis proposes to provide the scope of services identified and will make every effort to devote the manpower and resources necessary to insure timely completion of the design within six (6) months of executed PSA from the City. Based on the anticipated scope of services, we recommend a budget as follows:

- Design Phase Services & Permit Preparation – \$95,000<sup>1</sup> (Lump Sum)
- Easement Preparation – \$14,400 (up to 18 easements) – (Not to Exceed)
- Bid Phase Services – \$4,500 (Lump Sum)
- ~~Construction Phase Services<sup>2</sup> – \$30,000~~
- ~~Resident Project Representative<sup>2</sup> – \$105,000~~
- ~~Post Construction Phase Services – \$3,500~~
- Additional Design Services – Topo Surveying<sup>3,4</sup> – \$38,500 (Not to Exceed)
- Geotechnical Bores at Key Locations - \$10,000 (Not to Exceed)
- Permit Fee



Mr. Paul Holzen, PE  
June 19, 2017

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- Permit Fee – TDEC ARAP - \$2500 (based on individual ARAP being required)
  - <sup>1</sup>Includes permits for TDOT, ARAP, NOI, TDEC Div. of Water Resources, COF Stormwater
  - <sup>2</sup>Based on a 10 month construction period
  - <sup>3</sup>Fee is not-to-exceed and will be adjusted based on selected sewer alignment
  - <sup>4</sup>Includes staking of septic fields and/or septic tanks. Location of same will be dependent upon Williamson Co. Dept. of Sewage Disposal Management.

This fee schedule does not include any environmental reviews (e.g. bat surveys) that could result if an individual ARAP is required. This project may require an individual ARAP and if so, US Fish & Wildlife and public hearing involvement may also become factors. These types of services would be considered as an extra service if they were to occur.

If you have any questions concerning this matter, please contact us.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Keith Davis', is written over a light blue horizontal line.

Keith Davis, PE  
Secretary

~~Attachment 1 – Construction Phase Services~~  
~~Attachment 2 – Resident Project Representative Services~~



August 4, 2017

File 1082-05

Mr. Paul Holzen, PE  
Engineering Manager  
City of Franklin  
109 Third Avenue South  
Franklin, TN 37064

**Re: Proposal for Environmental Assessment  
Henpeck Lane Interceptor Sewer**

Dear Paul:

As you will recall, our fee did not include any environmental assessments related to endangered species or wetlands delineations. This was done since the specific routing was unknown at the time of the initial scope and cost proposal development. Now that field routing has occurred, one particular area west of Hwy 431 has been identified as a potential wetlands area. Additionally, a preliminary review of Threatened and Endangered Species has been indicated that there are at least 5 potential plants and animals that may be located within the project area. Since we anticipate multiple crossings of the 5 Mile Creek tributary (a 303d listed waterway) for both the main interceptor sewer as well as individual lot services, it can be assumed that an individual ARAP permit will be required.

With this knowledge at hand, it is our recommendation that an Environmental Assessment be conducted to review and identify both the wetlands impact as well as perform a Threatened and Endangered Plant and Bat Habitat Survey for this project. This information will be included as part of the individual ARAP submittal.

H&D has received a proposals from Terracon Consultants, Inc. The cost for the assessment would be \$7,397 (including H&D mark-up for a sub consultant). We request approval of this additional work and will notify Terracon as soon as we receive authorization from your office.

Please call me if you have any questions or comments.



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Sincerely,

A handwritten signature in blue ink, appearing to read "Keith Davis", is written over the printed name.

Keith Davis, PE  
Secretary

Attachments (2) – Cost Proposals

August 3, 2017

Eric Broomfield, P.E.  
Hethcoat & Davis, Inc.  
278 Franklin Road, Suite 200  
Brentwood, TN 37027

Attn: Mr. Eric Broomfield, P.E.  
P: (615) 577-4300  
E: [Eric.Broomfield@hdeng.com](mailto:Eric.Broomfield@hdeng.com)

RE: **Proposal for Preliminary Waters of the U.S. Assessment  
& Terrestrial Threatened and Endangered Species Survey**  
Henpeck Lane Interceptor Sewer Project  
Henpeck Lane, Franklin, Williamson County, Tennessee  
Terracon Proposal No. PE2177146

Dear Mr. Broomfield:

Terracon Consultants, Inc. (Terracon) is pleased to submit this proposal to Hethcoat & Davis, Inc. (client) to conduct a Preliminary Waters of the U.S. Assessment at the above-referenced site. The purpose of our services will be to evaluate Waters of the U.S. as regulated by the U.S. Army Corps of Engineers (USACE), the Tennessee Department of Environment and Conservation (TDEC) and to provide a Preliminary Waters of the U.S. and State Waters Assessment report summarizing Stream and Wetland findings on site. In addition to these services, a Threatened & Endangered (T&E) Plant and Bat Habitat Survey will be conducted, as regulated by the U.S. Fish and Wildlife Service and the Tennessee Natural Heritage Program.

## A. SITE AND PROJECT INFORMATION

### Site Description:

ITEM	DESCRIPTION
<b>Location</b>	The project is located along a linear path between Henpeck Lane and Lee Circle, in Franklin, Williamson County, Tennessee. Project location information is provided as Exhibit 1.
<b>Area of Review</b>	The area of investigation for wetlands and Waters of the U.S. (WOUS) is found along the western end of the sewer pipeline easement and is exhibited in Exhibit 1. The area of investigation for terrestrial threatened and endangered species is for approximately 3800 linear feet of proposed sewer pipeline and 100 feet on either side of the proposed pipeline.



Should any of the above information or assumptions be incorrect, please let us know so that we may make any necessary modifications to this proposal.

Tributaries, creeks, wetlands, or ponds identified on the site may be considered Waters of the United States (WOUS) under the jurisdiction of the U.S. Army Corps of Engineers (USACE). Proposed impacts to a jurisdictional waterbody, including draining, filling, crossing, relocating, or discharging into the waterbody, may require a Section 404 Permit from the USACE and an Aquatic Resource Alteration Permit (ARAP) from the Tennessee Department of Environment and Conservation (TDEC). Please note that only the USACE can make the final determination on the jurisdictional status of WOUS and TDEC for State Waters, and on the need for permit processing and compensatory mitigation.

## **B. SCOPE OF SERVICES**

### **1. Preliminary Waters of the U.S. Assessment**

#### **Base Services**

The delineation will use mandatory technical criteria, field indicators, and other sources of information to determine whether the project area has jurisdictional WUS or State Waters. The classification will be performed by a degreed biologist or environmental scientist. If wetlands are present, the upland boundaries within the project area will be identified. If streams are present, the ordinary high water mark (OHWM) will be identified. The methods Terracon will use in the delineation generally follow the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Eastern Mountains and Piedmont Region* (2010), the *Federal Manual for Identifying and Delineating Jurisdictional Wetlands* (1987), and the *TDEC Guidance For Making Hydrologic Determinations* (May 2011).

Our proposed Scope of Work includes the following:

- Terracon scientists will review applicable and available information for the site (i.e., aerial photographs, soil classifications and soil survey maps, USGS topographic maps, National Wetland Inventory (NWI) maps, site hydrology, vegetation type, etc.).
- For suspect wetland areas –Terracon scientists will perform an on-site visit to gather data pertaining to the hydrophytic vegetation community, surface hydrology, and hydric soil characteristics. The following items will be performed at discrete data point locations within suspect wetland areas on-site and will be characterized on appropriate wetland determination data forms for inclusion in the report.
  - Assess each stratum of vegetation (i.e., trees, saplings/shrubs, herbs, and woody vines). Dominant vegetation will be classified by genus or species, and dominance will be determined.
  - Classify soil types and evaluate hydric soil indicators using shallow soil probes or space holes.

- Observe site characteristics for wetland hydrology indicators.
- For suspect WOUS/State Water areas (streams/tributaries) - perform an on-site visit to gather data pertaining to the characteristics of the stream and potential jurisdictional status. The following items will be performed at discrete data point locations within suspect stream areas on-site and will be characterized in the final report.
  - Flow Characteristics – perennial, intermittent, or wet weather conveyance classifications.
  - Ordinary High Water Mark Observations – Review channels for the limit line on the shore established by fluctuations of the water surface.
  - Bank Shape Descriptions – Review of channels for undercutting and bank slopes.
  - Aquatic Habitat Descriptions – Review of channels for pool, riffle, or runs.
- Delineated areas will be defined using flagging. Terracon will use a handheld Global Positional System (GPS) unit to map approximate locations of delineated stream and/or wetland area(s) or High Accuracy GPS Trimble Surveying Device if requested. Fees for a professional survey of the identified features, however, have not been included in this proposal.
- Submit a Preliminary Waters of the U.S./State Waters Assessment Report containing site characterization information and an opinion on the potential jurisdictional status of suspect waterbodies or wetlands (if observed) for client review.

### **Threatened and Endangered Plant Survey & Bat Habitat Assessment**

The objective of this proposed Threatened and Endangered Species Rare Plant and Bat Habitat Assessment is to evaluate the site for potential habitat for state and federally listed species. The US Fish and Wildlife Service web site (<http://ecos.fws.gov/ipac>) will be used to identify the project boundaries and the potential federally listed threatened or endangered species for this project area as well as a review of the Tennessee Department of Environment and Conservation – Natural Heritage Program. The purpose of performing the assessment is to characterize the existing site conditions, observe the site for listed T&E species and their habitats, and provide an opinion regarding whether or not the work activities onsite would have potential to negatively affect listed T&E species.

This survey does not include the assessment of Threatened and Endangered Aquatic Species. If aquatic species surveys are required and/or requested by regulatory officials, a separate proposal can include these services upon request.

## **C. Schedule**

According to the Eastern Mountains and Piedmont Region Supplement, the end of the growing season occurs when woody deciduous species lose their leaves and/or the last herbaceous plants cease flowering and their leaves become dry or brown. The growing season generally begins when

two or more different non-evergreen vascular plant species growing in a wetland or surrounding area emerge from the ground, show new growth, bud, or flower. For better classification, the wetland delineation should be performed when vegetation is actively growing (generally May-October). If the wetland delineation will be performed outside of the growing season, surveying and classification of identified wetlands will be based on existing conditions and are subject to change. A follow-up visit may be necessary in the vegetative growing season to confirm plant species. Please note, based on the current time of year and staff schedules, Terracon will be able to mobilize personnel to conduct the delineation field activities within one week of receiving authorization to proceed.

The final reports will be submitted to the client within 15 business days following the field visit. In order to comply with the proposed schedule, the following items are required to be provided by the client at the time of notification to proceed.

In order to conduct services, the following documents need to be provided for services to begin:

- Right of entry to conduct the field services;
- Notification of any restrictions or special requirements (such as safety) regarding accessing the site;
- Electronic diagram (AutoCAD), if available, showing the proposed site layout and site boundary; and
- A signed Agreement of Services evidencing acceptance of this scope of services.

## **D. Additional Services Beyond Base Services**

The scope of this proposal includes one site visit to conduct a baseline delineation and a follow-up site meeting (if necessary) with a USACE/TDEC project manager(s) to verify the delineation. Under the Eastern Mountains and Piedmont Region Supplement, on specific sites the USACE may request that the three wetland criteria be evaluated over time to provide additional information regarding seasonal changes in the wetland boundaries and/or characteristics. If at a later date the USACE or TDEC requests additional information, we will provide additional scope of services and fees for your approval prior to conducting the work. Should it be necessary to expand our services beyond those outlined in this proposal, we will notify you, then send correspondence stating the additional services and fee. We will not proceed without your written authorization. Terracon personnel can be available for meetings with the design team, client and/or regulatory agencies.

Additional Services Out of Project Scope (Regulatory meetings, conferences calls, AutoCad Services, etc.)	
Senior Professional Engineer	\$163.00/hr
Project Scientist	\$121.00/hr
AutoCad Services	\$68.00/hr

## **Scope and Report Limitations**

The findings and conclusions presented in the delineation report will be based on the site's current utilization and the information collected as discussed in this proposal. Please note that we do not warrant database or third party information or regulatory agency information used in the compilation of plans or reports. No warranties, express or implied, are intended or made.

## **E. COMPENSATION**

Based on the proposed Scope of Work, our estimated fee is listed below:

<b>SERVICES</b>	<b>Lump Sum Fee</b>	<b>Initial for Authorization</b>
Preliminary Wetlands & Waters of the U.S. and State Waters Assessment	\$3,200	
USACE/TDEC WOUS & Wetland Jurisdictional Determination Site Visit (per visit)	\$850	
High Accuracy Trimble (GPS) Surveying of Wetland & WOUS Resources on site	\$475	
Terrestrial Threatened and Endangered Federal/State Plant Survey & Bat Habitat Assessment	\$2,200	

The fees presented are based on performing only the services discussed in this proposal and completing them concurrently. If the services are completed separately, additional fees will be incurred. Should it be necessary to expand our services beyond those outlined in this proposal, we will notify you, then send correspondence stating the additional services and fee. We will not proceed without your written authorization. Unless otherwise instructed, invoices will be submitted to your attention at the above address. Interim invoices will be submitted regularly and are due upon receipt. Invoices will reflect the units performed in accordance with the above discussion.

## **F. AUTHORIZATION**

If this scope of services meets with your approval, work may be initiated by returning an original copy of the attached Agreement for Services to our Chattanooga office. Project initiation may be expedited by emailing a copy of the signed Agreement for Services back to us.

The terms, conditions, and limitations stated in the Agreement for Services and sections of this proposal incorporated therein, shall constitute the exclusive terms and conditions and services to be performed for this project. This proposal is valid only if authorized within 90 days from the proposal date.

**Proposal for Wetlands and Endangered Species Survey**  
Henpeck Lane Interceptor Sewer Project ■ Franklin, Tennessee  
Proposal No. PE2177147 ■ August 3, 2017



We appreciate the opportunity to provide this proposal and look forward to working with you on this project. If you have any questions or comments regarding this proposal or require additional services, please give me a call.

Sincerely,  
**Terracon Consultants, Inc.**

A handwritten signature in black ink, reading "Chris Gillentine".

Chris Gillentine, P.G. (TN, LA)  
Senior Geologist

A handwritten signature in blue ink, reading "Dallas Whitmill".

Dallas Whitmill, P.E.  
Senior Engineer/Environmental  
Department Manager

Attachments: Exhibit 1 & Agreement for Services