

March 31, 2014

Mr. Tim Begley  
City of Crossville Engineering Director  
392 North Main Street  
Crossville, TN 38555

**RE: Project Number 18950-2540-04 Water**

Dear Mr. Begley:

First please let me thank you for utilizing Field's Engineering Consultant Services, LLC (FECS) for the above referenced project. Please find attached the following documentation required by Freer/Begley Correspondence dated March 4, 2014:


- Form 2004-13.2-Memorandum of Understanding;
- Form 2004-13.1-Certification of Consultant;
- Form 2004-13.3-Estimation of Engineering Cost;

Please note that the engineering cost is based on hourly rates. The City of Crossville will only be billed for time actually spent on the project by FECS. The City of Crossville is welcome to examine our records at any time.

I look forward to working with you on this project!

If questions or concerns please feel free to contact me at (931) 456-6071.

Respectfully,



Barry R. Field, P.E.

BRF/brf

Attachments



# Certification of Consultant

I hereby certify that I am the Barry R. Field and duly authorized  
(title)  
 representative of the firm of Field's Engineering Consultant Services, LLC,  
(firm name)  
 whose address is 77 Cother Street, Crossville, TN 38555,  
(firm address)  
 and

That, except as expressly stated and described herein, neither I nor the firm of  
Field's Engineering Consultant Services, LLC has, in connection with its contract  
(firm name)  
 with City of Crossville, entered  
(utility name)  
 into pursuant to provisions of an agreement between the aforementioned utility and the  
 State of Tennessee, as a part of Federal-aid project 18950-2540-04 (Water).  
(project number)

- (a) employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm, company, or person, other than a bona fide employee working solely for me or the aforementioned firm, to solicit or secure the contract, or
- (b) agreed, as an expense or implied condition for obtaining the award of the contract, to employ or retain the services of any firm, company, or person in connection with the carrying out of the contract, or
- (c) paid, or agreed to pay, to any firm, company, or organization, or person, other than a bona fide employee working solely for me or the aforementioned firm, any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the contract.

(Statement and explanation of exception, if any):

I acknowledge that this certificate is to be furnished to the State highway Department and the Federal Highway Administration, U.S. Department of Transportation, in connection with the aforementioned project involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

March 31, 2014  
(Date)

  
(Signature)



# Memorandum of Understanding (For Consultant Engineering Services)

It is agreed hereto by and between the parties as follows:

The Utility and Consultant shall follow the procedures for the "Use of Consultant Engineers by Utilities" as outlined in the current issue of the Department's Standard "Utility Procedures Manual, Section 2.1 and 2.2.

All plans and adjustments, reallocations or locations of utilities within highway rights-of-way will conform to the current issue of the Department's "Rules and Regulations for Accommodating Utilities Within Highway Rights-of-way" and amendments thereto.

If the Engineer finds that it is necessary to increase the ceiling amount of the estimated engineering fee, or any part thereof, the Utility shall make a written request to the State setting forth the anticipated overrun by category of engineering services and the reasons for the overrun, subject to the approval of the State prior to incurring such costs. The profit figure as shown on the engineer's estimate will not be changed unless the scope of the work is changed. No increase shall be binding upon the State unless written prior approval is given by the State.

The plans and estimate shall be completed and submitted for review and approval in accordance with the State's project schedule. Failure of the Utility and/or the Consultant Engineer to meet the State's schedule shall result in damages assessed against the Utility in the amount of \$200.00 per working day.

The standard Certification of Consultant Form, the estimate of engineering fees and a statement of the scope of work involved are attached hereto and made a part of this memorandum.

City of Crossville  
Utility

By: \_\_\_\_\_ Date: 3/31/14  
Utility Signature

Barry R. Field, P.E., Field's Engineering Consultant Services, LLC  
Consultant Engineer

By: Barry R. Field Date: 3/31/14  
Consultant Signature

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
State Utilities Office





# Estimate of Engineering Cost

(Attach Scope of Work for Project)

Project No.: 18950-2540-04

County: Cumberland

Utility Name & Address:  
City of Crossville (Water)  
392 North Main Street  
Crossville, TN 38555

Consultant Name & Address:  
Field's Engineering Consultant Services, LLC  
77 Cothier Street  
Crossville, TN 38555

(In order to complete this form accurately, Place an "X" in the appropriate box below)

Standard Consultant Contract       Continuing Contract Agreement (attach copy of Continuing Contract for TDOT verification)

Engineering Classification	Rate/Hr	I. Pre-Construction		II. Construction		III. Inspection	
		Hours	Total	Hours	Total	Hours	Total
Principal	\$ 60.00	60	\$ 3,600.00	18	\$ 1,080.00		\$ -
Project Manager	\$ 40.00	50	\$ 2,000.00	14	\$ 560.00		\$ -
Senior Engineer	\$ -		\$ -		\$ -		\$ -
Design Engineer	\$ 40.00		\$ -	10	\$ 400.00		\$ -
Project Engineer	\$ -		\$ -		\$ -		\$ -
Engineer	\$ -		\$ -		\$ -		\$ -
Senior Designer	\$ -		\$ -		\$ -		\$ -
Designer	\$ -		\$ -		\$ -		\$ -
Tech / Drafter	\$ 22.50	70	\$ 1,575.00	10	\$ 225.00		\$ -
Clerk	\$ 18.00	16	\$ 288.00	0	\$ -		\$ -
Inspector	\$ 25.00		\$ -		\$ -	10	\$ 250.00
	\$ -		\$ -		\$ -		\$ -
<b>Subtotal Engineering =</b>		196	<b>\$ 7,463.00</b>	52	<b>\$ 2,265.00</b>	10	<b>\$ 250.00</b>

Surveying							
Surveyor	\$ 20.00	40	\$ 800.00	0	\$ -		\$ -
Rod Person	\$ 15.00	40	\$ 600.00	0	\$ -		\$ -
	\$ -		\$ -		\$ -		\$ -
	\$ -		\$ -		\$ -		\$ -
	\$ -		\$ -		\$ -		\$ -
<b>Subtotal Surveying =</b>		80	<b>\$ 1,400.00</b>	0	<b>\$ -</b>		

<b>Total Engineering / Survey</b>		<b>276</b>	<b>\$ 8,863.00</b>	<b>52</b>	<b>\$ 2,265.00</b>	<b>10</b>	<b>\$ 250.00</b>
-----------------------------------	--	------------	--------------------	-----------	--------------------	-----------	------------------

IV. Other Expenses	Cost/Unit	X	Pre-Construction		Construction		Inspection	
			Quantity	Total	Quantity	Total	Quantity	Total
Transport/Mile	\$ 0.47	X	350	\$ 164.50	150	\$ 70.50	150	\$ 70.50
Meals / Day	\$ -	X		\$ -		\$ -		\$ -
Lodging / Day	\$ -	X		\$ -		\$ -		\$ -
Print				\$ 300.00		\$ 50.00		\$ -
Other: Phone/Equipment/TDEC Review				\$ 900.00		\$ 50.00		\$ -
Other: Postage/Delivery				\$ 1,252.00		\$ 25.00		\$ -

<b>Subtotal Misc. Expenses =</b>			<b>\$ 2,616.50</b>		<b>\$ 195.50</b>		<b>\$ 70.50</b>
----------------------------------	--	--	--------------------	--	------------------	--	-----------------

V. Indirect/Overhead Expenses (not to exceed 145% of I,II,III)	Pre-Construction		Construction		Inspection	
Indirect/Overhead Rate:	145.00%	\$ 12,851.35	145.00%	\$ 3,284.25	145.00%	\$ 362.50

(These expenses only apply to Consultant Engineering Services without a Continuing Contract agreement with the Utility)

VI. Profit: (2.35 x (I, II, III) x Allowable Rate)	Pre-Construction		Construction		Inspection	
Allowable Rate:	13.00%	\$ 2,707.65	13.00%	\$ 691.96	13.00%	\$ 76.38

(These expenses only apply to Consultant Engineering Services without a Continuing Contract agreement with the Utility)

TOTAL ENGINEERING COST:	
Standard Consultant: (I+II+IV+V+VI) =	<b>\$ 33,475.20</b>
(Inspection Costs not included)	
Continuing Contract: (I+II+IV) =	<b>\$ -</b>
(Inspection Costs not included)	

TOTAL INSPECTION COST:	
Standard Consultant:	Private: <b>\$ -</b>
	Public: <b>\$ -</b>
Continuing Contract:	Private: <b>\$ -</b>
	Public: <b>\$ -</b>

Total Cost (Engineering & Inspection):	
Standard Consultant:	<b>\$ 33,475.20</b>
Continuing Contract:	<b>\$ -</b>
<b>Engineering BETTERMENT:</b>	<b>\$ -</b>

Consult with TDOT Staff if Betterment involved in estimate of cost

March 31, 2014

Mr. Tim Begley  
City of Crossville Engineering Director  
392 North Main Street  
Crossville, TN 38555

**RE: Project Number 18950-2540-04 Sewer**

Dear Mr. Begley:

First please let me thank you for utilizing Field's Engineering Consultant Services, LLC (FECS) for the above referenced project. Please find attached the following documentation required by Freer/Begley Correspondence dated March 4, 2014:


- Form 2004-13.2-Memorandum of Understanding;
- Form 2004-13.1-Certification of Consultant;
- Form 2004-13.3-Estimation of Engineering Cost;

Please note that the engineering cost is based on hourly rates. The City of Crossville will only be billed for time actually spent on the project by FECS. The City of Crossville is welcome to examine our records at any time.

I look forward to working with you on this project!

If questions or concerns please feel free to contact me at (931) 456-6071.

Respectfully,



Barry R. Field, P.E.

BRF/brf

Attachments





# Certification of Consultant

I hereby certify that I am the Barry R. Field and duly authorized  
(title)  
 representative of the firm of Field's Engineering Consultant Services, LLC,  
(firm name)  
 whose address is 77 Cother Street, Crossville, TN 38555,  
(firm address)  
 and

That, except as expressly stated and described herein, neither I nor the firm of  
Field's Engineering Consultant Services, LLC has, in connection with its contract  
(firm name)  
 with City of Crossville, entered  
(utility name)  
 into pursuant to provisions of an agreement between the aforementioned utility and the  
 State of Tennessee, as a part of Federal-aid project 18950-2540-04 (Sewer).  
(project number)

- (a) employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm, company, or person, other than a bona fide employee working solely for me or the aforementioned firm, to solicit or secure the contract, or
- (b) agreed, as an expense or implied condition for obtaining the award of the contract, to employ or retain the services of any firm, company, or person in connection with the carrying out of the contract, or
- (c) paid, or agreed to pay, to any firm, company, or organization, or person, other than a bona fide employee working solely for me or the aforementioned firm, any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the contract.

(Statement and explanation of exception, if any):

I acknowledge that this certificate is to be furnished to the State highway Department and the Federal Highway Administration, U.S. Department of Transportation, in connection with the aforementioned project involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

March 31, 2014  
(Date)

By R. Field  
(Signature)



# Memorandum of Understanding (For Consultant Engineering Services)

It is agreed hereto by and between the parties as follows:

The Utility and Consultant shall follow the procedures for the "Use of Consultant Engineers by Utilities" as outlined in the current issue of the Department's Standard "Utility Procedures Manual, Section 2.1 and 2.2.

All plans and adjustments, reallocations or locations of utilities within highway rights-of-way will conform to the current issue of the Department's "Rules and Regulations for Accommodating Utilities Within Highway Rights-of-way" and amendments thereto.

If the Engineer finds that it is necessary to increase the ceiling amount of the estimated engineering fee, or any part thereof, the Utility shall make a written request to the State setting forth the anticipated overrun by category of engineering services and the reasons for the overrun, subject to the approval of the State prior to incurring such costs. The profit figure as shown on the engineer's estimate will not be changed unless the scope of the work is changed. No increase shall be binding upon the State unless written prior approval is given by the State.

The plans and estimate shall be completed and submitted for review and approval in accordance with the State's project schedule. Failure of the Utility and/or the Consultant Engineer to meet the State's schedule shall result in damages assessed against the Utility in the amount of \$200.00 per working day.

The standard Certification of Consultant Form, the estimate of engineering fees and a statement of the scope of work involved are attached hereto and made a part of this memorandum.

\_\_\_\_\_  
City of Crossville  
Utility

By: \_\_\_\_\_ Date: 3/31/14  
Utility Signature

Barry R. Field, P.E., Field's Engineering Consultant Services, LLC  
\_\_\_\_\_  
Consultant Engineer

By: Barry R. Field Date: 3/31/14  
Consultant Signature

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
State Utilities Office





# Estimate of Engineering Cost

(Attach Scope of Work for Project)

Project No.: 18950-2540-04 (Sewer)  
 Utility Name & Address:  
City of Crossville (Sewer)  
392 North Main Street  
Crossville, TN 38555

County: Cumberland  
 Consultant Name & Address:  
Field's Engineering Consultant Services, LLC  
77 Cother Street  
Crossville, TN 38555

(In order to complete this form accurately, Place an "X" in the appropriate box below)

Standard Consultant Contract       Continuing Contract Agreement (attach copy of Continuing Contract for TDOT verification)

Engineering Classification	Rate/Hr	I. Pre-Construction		II. Construction		III. Inspection	
		Hours	Total	Hours	Total	Hours	Total
Principal	\$ 60.00	58	\$ 3,480.00	10	\$ 600.00		\$ -
Project Manager	\$ 40.00	40	\$ 1,600.00	14	\$ 560.00		\$ -
Senior Engineer	\$ -		\$ -		\$ -		\$ -
Design Engineer	\$ 40.00		\$ -	10	\$ 400.00		\$ -
Project Engineer	\$ -		\$ -		\$ -		\$ -
Engineer	\$ -		\$ -		\$ -		\$ -
Senior Designer	\$ -		\$ -		\$ -		\$ -
Designer	\$ -		\$ -		\$ -		\$ -
Tech / Drafter	\$ 22.50	70	\$ 1,575.00	10	\$ 225.00		\$ -
Clerk	\$ 18.00	16	\$ 288.00	0	\$ -		\$ -
Inspector	\$ 25.00		\$ -		\$ -	10	\$ 250.00
	\$ -		\$ -		\$ -		\$ -
Subtotal Engineering =		184	\$ 6,943.00	44	\$ 1,785.00	10	\$ 250.00

Surveying							
Surveyor	\$ 20.00	20	\$ 400.00	0	\$ -		
Rod Person	\$ 15.00	20	\$ 300.00	0	\$ -		
	\$ -		\$ -		\$ -		
	\$ -		\$ -		\$ -		
	\$ -		\$ -		\$ -		
Subtotal Surveying =		40	\$ 700.00	0	\$ -		

**Total Engineering / Survey**      **224**      **\$ 7,643.00**      **44**      **\$ 1,785.00**      **10**      **\$ 250.00**

IV. Other Expenses	Cost/Unit	Quantity	Pre-Construction		Construction		Inspection	
			Quantity	Total	Quantity	Total	Quantity	Total
Transport/Mile	\$ 0.47	X	350	\$ 164.50	150	\$ 70.50	150	\$ 70.50
Meals / Day	\$ -	X		\$ -		\$ -		\$ -
Lodging / Day	\$ -	X		\$ -		\$ -		\$ -
Print				\$ 300.00		\$ 50.00		
Other:	Phone/Equipment/TDEC Review			\$ 900.00		\$ 50.00		
Other:	Postage/Delivery			\$ 1,252.00		\$ 25.00		

(For additional expenses not listed, attach sheet for reference)

**Subtotal Misc. Expenses =**      **\$ 2,616.50**      **\$ 195.50**      **\$ 70.50**

V. Indirect/Overhead Expenses (not to exceed 145% of I,II,III)	Pre-Construction		Construction		Inspection	
Indirect/Overhead Rate:	145.00%	\$ 11,082.35	145.00%	\$ 2,588.25	145.00%	\$ 362.50

(These expenses only apply to Consultant Engineering Services without a Continuing Contract agreement with the Utility)

VI. Profit: (2.35 x (I, II, III) x Allowable Rate)	Pre-Construction		Construction		Inspection	
Allowable Rate:	13.00%	\$ 2,334.94	13.00%	\$ 545.32	13.00%	\$ 76.38

(These expenses only apply to Consultant Engineering Services without a Continuing Contract agreement with the Utility)

**TOTAL ENGINEERING COST:**

Standard Consultant: (I+II+IV+V+VI) = **\$ 28,790.85**  
 (Inspection Costs not included)

Continuing Contract: (I+II+IV) = **\$ -**  
 (Inspection Costs not included)

**TOTAL INSPECTION COST:**

Standard Consultant:      Private: **\$ -**  
    Public: **\$ -**

Continuing Contract:      Private: **\$ -**  
    Public: **\$ -**

**Total Cost (Engineering & Inspection):**

Standard Consultant: **\$ 28,790.85**

Continuing Contract: **\$ -**

**Engineering BETTERMENT: \$ -**

Consult with TDOT Staff if Betterment involved in estimate of cost