



June 5, 2026

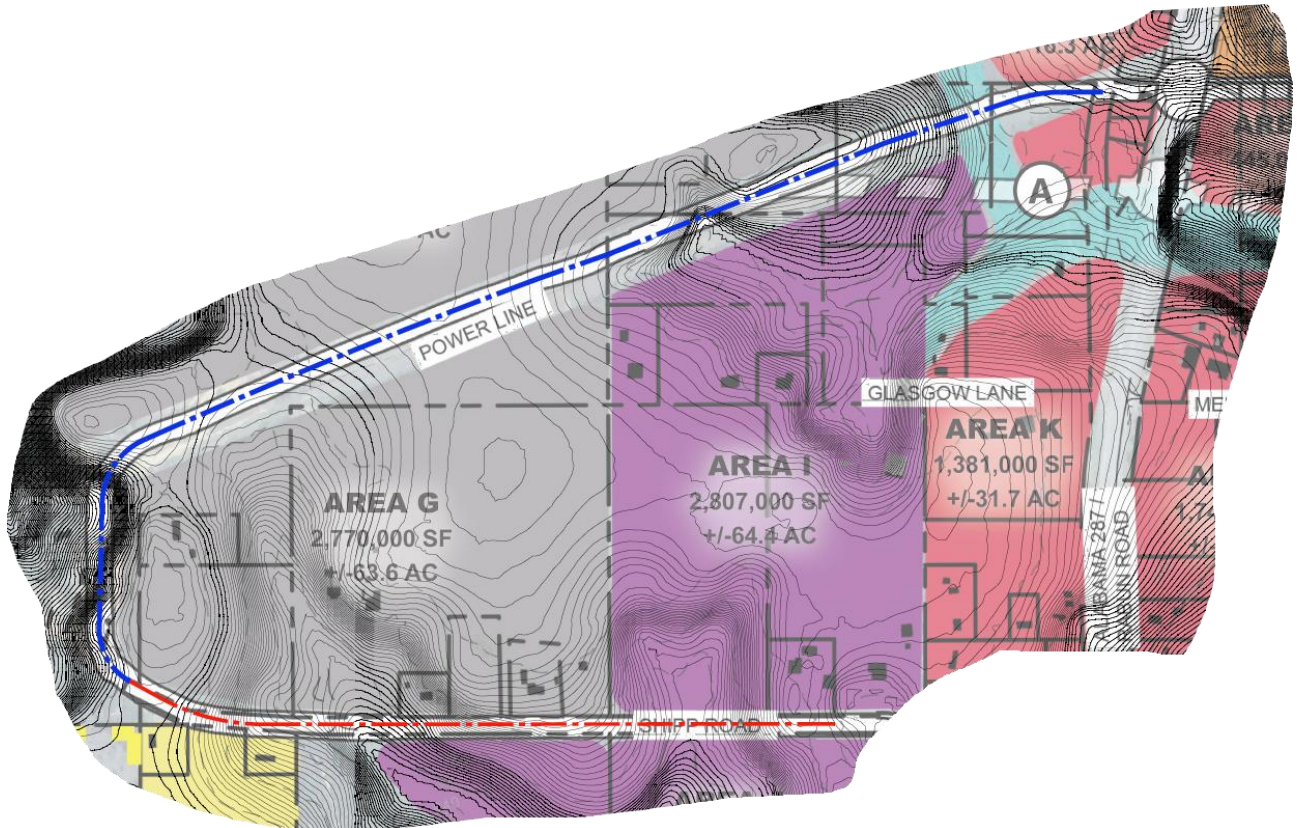
Baldwin County Highway Department
Mr. Seth Peterson, P.E.
P.O. Box 220
Silverhill, AL 36576

RE: Professional Services Scope of Work For:
Survey, Master Planning, and Full Design
West Ship Road Loop (Approx. 5700 LF)
From: Old Jack Springs to Shipp Road
Bay Minette, Alabama

Dear Mr. Peterson:

Per your request, we greatly appreciate the opportunity to present the following scope of work and fee estimate for the required professional services efforts proposed for the new roadway to be located near AL 287 in Bay Minette, Alabama. The respective professional services are to be provided by the JADE Consulting Team.

INITIAL ROADWAY ALIGNMENT SHOWN WITH BLUE LINE (approx. 5700 LF)



I. ROADWAY PLANNING EFFORTS

A. Right of Way and Boundary Surveys

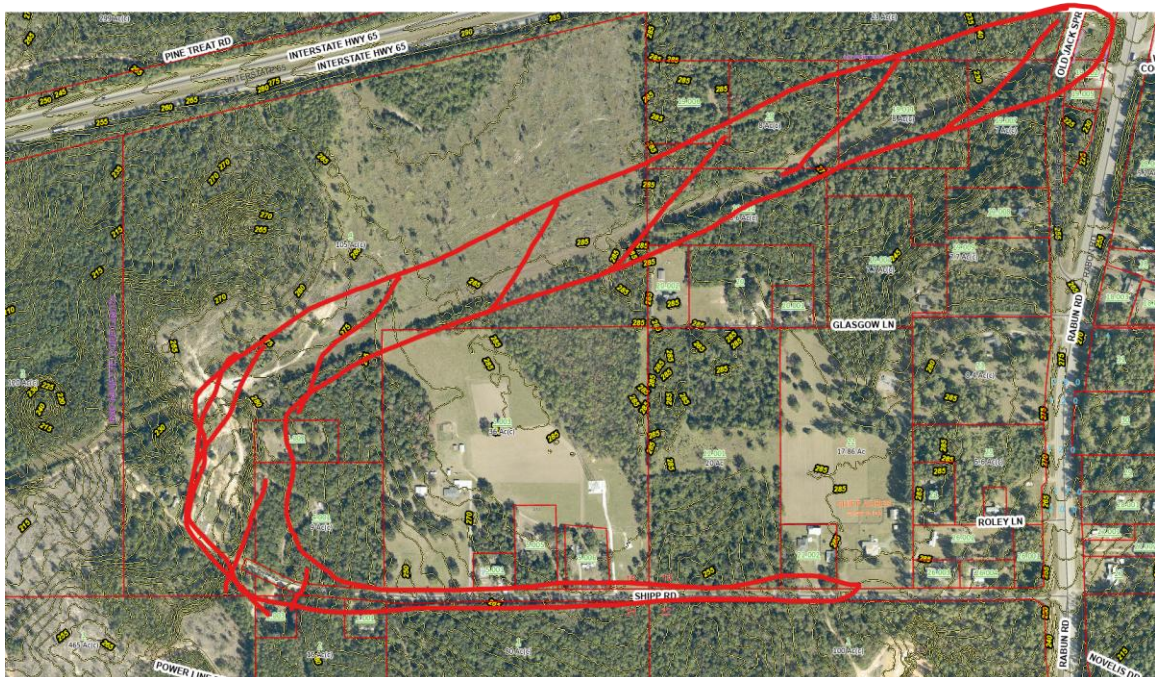
This includes surveying the existing Shipp Road r/w west of Rabun Road and surveying the property lines of all parcels from which r/w will be acquired and all parcel that are adjacent to the alignment but from which r/w will not be acquired. In our experience, Baldwin County prepares the row map, sketches & deeds in-house based upon the consultants' provided survey. Our efforts will include a thorough section line and property line surveys be provided to the County for their use with the right of way acquisition efforts.

B. Topographic Survey

Beginning at the northern intersection of the proposed alignment with Old Jack Springs Road and AL 287, the survey corridor will be 200' wide and will run westward parallel with the power line and turning southward and then turning eastward along the existing Shipp Road. The corridor will then narrow to be the width of the existing Shipp Road row plus 10' on each side and continue eastwardly about 2000 feet. The topo limits at Rabun Road intersection will only extend eastward to the centerline of Rabun Road and only extend 100' north & south of the alignment centerline. The survey will include all the usual items (utility locates, drainage, roads, buildings, trees 12 " dbh & larger, etc) and will be referenced to Alabama State Plane coordinates and NAVD88 vertical datum. Delivered in Autocad dwg format.

We will utilize all of this information as the basis of the civil design of your proposed project.

SURVEY LIMITS



B. Pre-Design Information Analysis and Consultation/Conference

JADE Consulting, LLC will conduct field inventories of existing site conditions and the completed survey and wetland delineations. The purpose of these data collection activities is to formulate base maps and identify existing conditions with sufficient detail and accuracy to conduct the site analysis identified below. Specifically, the data collected will include:

- A. Identification of the geographic limits of the Planning Area
- B. Inventory of existing facilities, features, and development
- C. Completed topographic survey, CADD files
- D. Aerial Photography w/ USGS topography
- E. Wetlands information
- F. Utility Companies

The purpose of these data collection activities is to identify assets, opportunities, constraints, liabilities, and other conditions, which will give form to land use relationships and development. These elements will be used to complete a site analysis assessing:

- A. Design/Planning Constraints
- B. Design/Planning Opportunities
- C. Assets/Liabilities
- D. Elements of Form and Context

The JADE Team will meet with the County Engineering Staff to review the goals and objectives and the possible options for this unique opportunity. We will confirm a mutual understanding of the project's development program

C. Design of Conceptual Roadway Alignment

Using the updated survey, wetland delineation, and directives received during our pre-design conference as a point of departure, the JADE Team will provide a conceptual roadway alignment of the proposed approx. 5700 LF roadway. and keynotes featuring a complete layout of all program elements including but not limited to the following:

1. Establish a proposed roadway typical section. We have based our proposal on a typical two lane (12' each lane) roadway with open ditches.
2. Connection to Volkert's' proposed roadway and intersection improvements at AL Hwy 287 near Novalis Drive and the realignment of Ship Road's corresponding intersection. We understand that initial design of this intersection had been completed. We will coordinate with their efforts to ensure our project aligns properly with their proposed improvements.
3. Connection to Volkert's' proposed roadway and intersection improvements at AL Hwy 287 near Jack Springs Road. We understand this work has not been performed yet. We will coordinate with their efforts to ensure our project aligns properly with their proposed improvements.
4. Establish a proposed design speed.
5. Identify any potential environmental impacts the proposed roadway may have.

6. Identify any potential significant drainage improvements that will need to be considered.

Following completion of scope items, A, B, and C the JADE Consulting Team will perform the following tasks to prepare the masterplan drawings:

1. Prepare initial roadway alignment with proposed right of way base plan from all available site data. The final plan graphic will be at the maximum scale that fits on a 24" x 36" sheet. No detail scope areas at a smaller
2. Prepare conceptual roadway profile along initial roadway alignment.
3. Graphically identify initial drainage improvements.
4. Graphically identify any potential environmental impacts.
5. We will meet to review and discuss the project with members of the Baldwin County Commission and County Engineering Department. We anticipate topics may include, but not limited to, the design rationale, estimated construction costs, permitting requirements and the advantages and disadvantages of the proposed Roadway design.

CONSTRUCTION DOCUMENT PREPARATION

A. Conceptual Design Drawings (30% plans)

In accordance with the approved roadway alignment, we will begin the initial design development of the project in accordance with the requirements of the Baldwin County Roadway Design Manual. The purpose of the submittal will be to vet the proposed design including:

- Preliminary roadway alignment
- Preliminary Demolition and work limits
- Preliminary drainage strategy and concepts.
- Preparation of initial plan/profile sheets.
- Preparation of corresponding initial cross sections
- Respective right of way impacts,
- Potential permitting requirements, etc.,
- NO UTILITY IMPROVEMENTS ARE PROPOSED.

This task Includes a design meeting/site visit with Baldwin County Engineering Staff prior to proceeding with final Construction Documents (CDs).

B. Design Development Drawings (60% plans)

In accordance with the approved conceptual design, we will begin the design development phase of the construction documents. The intent of this phase is to have an actual draft set of working construction documents. The purpose of the design

development submittal is to review the state of the project's proposed improvements before the final design. This phase provides an additional moment for stakeholder comments as the project's design progresses.

- This task will include an actual set of working documents in "draft" format.
- Roadway drainage structures will be located, and preliminary pipe sizes and inverts will be established.
- Preparation of a "draft" version of working plan/profile sheets, geometric sheets, drainage, paving and signage sheets, roadway cross sections, and traffic control plan sheets will be established.
- Updated cost estimate based upon itemized quantity taken off of the project-to-date design plans.
- NO UTILITY IMPROVEMENTS ARE PROPOSED.

This task includes a post-design meeting with the Baldwin County Engineering Staff for a detailed design discussion of the project..

C. Construction Document Preparation (100% plans)

This task will include a full set of construction plans that include existing conditions/removal sheet(s), roadway alignment sheet(s) with dimensions and control, plan/ profile sheets, cross sections, drainage sheet(s), erosion control sheet(s), traffic control sheet(s) and construction details sheet(s). The site grading plan will indicate the finished grades of the site and the locations of all improvements. The plans will include full design and details required sufficiently to illustrate the design intent.

- NO UTILITY IMPROVEMENTS ARE PROPOSED.
- The final construction documents will be fully coordinated with all impacted utilities. These include, but are not limited to power, water, sewer, gas, and communications. *(A separate proposal will be presented to the respective utility provider if major utility upgrades along the roadway corridor are proposed. This potential scope will not be able to be identified until we have the topographic survey completed and a meeting held with the respective utility providers in the area.)*
- Final Contract Documents with specifications.

JADE Consulting, LLC will develop a final cost projection for the improvements depicted in the construction documents. This opinion of the probable development cost for the project will be in spreadsheet format.

The final documents delivered to the County will include a full-size set of construction documents signed and sealed by the appropriately licensed design professional, and the corresponding CAD drawings delivered on a jump drive or by e-mail link as a download.

II. ENVIRONMENTAL PERMITTING EFFORTS

A. Wetland Jurisdictional

JADE Consulting, LLC in conjunction with its sub-consultants will provide a jurisdictional determination of all wetlands regulated under 33 CFR 320-330 (US Army Corps of Engineers in accordance with the Corps of Engineers 1987 wetland delineation manual). This effort will involve members of our staff to first conduct a non-binding jurisdictional determination in which WSI staff will identify all wetland resources and provide a written narrative describing our findings. In addition, we will locate the jurisdictional lines using a Differentially Corrected Global Positioning System (DGPS), which is typically 1-3 meter accurate. This data can be overlain onto aerial photographs, imported electronically into an AutoCAD drawing of the property survey, or used to generate an AutoCAD drawing with the parcel's boundaries approximated which will be attached to the report.

III. FEE SCHEDULE

I. Roadway Planning Efforts

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|--|----------------------|
| a. Right of way and Boundary Surveys | \$ 33,000.00 |
| b. Topographic Survey | \$ 55,000.00 |
| c. Pre-Design Information Analysis and Consultation/Conference | \$ 3,800.00 |
| d. <u>Design of Conceptual Roadway Alignment</u> | <u>\$ 10,500.00</u> |
| Master Planning Fee Total | \$ 102,300.00 |

II. Construction Document Preparation

(Approx. Construction Budget 5700 LF @\$550 = \$3,135,000)

| | |
|--|----------------------|
| a. Conceptual Design Drawings (30%) | \$ 41,000.00 |
| b. Design Development Drawings (60%) | \$ 62,000.00 |
| c. <u>Construction Document Preparation (100%)</u> | <u>\$ 103,500.00</u> |
| Construction Document Preparation Fee Total | \$ 206,500.00 |

III. Environmental Permitting

| | |
|--------------------------------|--------------------|
| a. Wetlands Delineation | \$ 4,450.00 |
| Environmental Fee Total | \$ 4,450.00 |

TOTAL FEE \$313,250.00

Please provide us with any questions or comments you may have with the proposed Scope of Work.

We are truly excited to have this opportunity and look forward to working with the Baldwin County Commission through the successful completion of another project.

Respectfully,

JADE CONSULTING, LLC

A handwritten signature in blue ink, appearing to be 'Perry C. Jinright, III, P.E., LEED AP'.

Perry C. Jinright, III, P.E., LEED AP
Managing Member

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Enclosure
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