

September 8, 2024

Brazoria County Engineering
 Courthouse West Annex
 451 N. Velasco Street
 Angleton, TX 77515
 ATTN:
 Matthew Hanks, JD, PE
 Barbara Martinez, PE

Letter of Proposal for Supplemental Agreement No.1

Reference Project: Pavement Repairs for Silverlake Phase 1 (ITB No. 24-01)

Ms. Barbara Martinez-

We respectfully propose the following level of effort to continued performing standard construction engineering and inspection (CE&I) services for the remaining duration of the referenced project:

Proposed Level of Effort for ITB No. 24-01

Adjusted End Date for Construction:	November 3, 2024
Maximum Proposed Daily CE&I Effort:	As-Needed

The above Daily CE&I Effort is an estimate and includes remaining planned construction and close-out phase of the Project.

Proposed Direct Labor Expenses

Classification:	Construction Superintendent
Hourly Rate:	\$135.00/Hour
Proposed Number of Hours:	145-Hours
Proposed Budget:	\$19,575.00

Classification:	Transportation Technician III
Hourly Rate:	\$112.00/Hour
Proposed Number of Hours:	0-Hours
Proposed Budget:	\$0.00

Classification:	Transportation Technician I (SW3P)
Hourly Rate:	\$73.00/Hour
Proposed Number of Hours:	44-Hours
Proposed Budget:	\$3,212.00

Rates shown above are maximum per classification and include labor costs, overhead and profit

Proposed Monthly Equipment Expenses

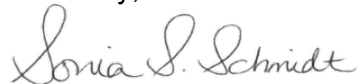
Work Truck:	\$650.00
Laptop:	\$80.00
Cellphone:	\$65.00
Summary of Monthly Equipment Expenses:	\$795.00
Total Equipment Expenses (3-Months):	\$2,385.00

Level of Effort Summary

Total Direct Labor Expenses:	\$22,787.00
Total Monthly Equipment Expenses:	\$2,385.00
Remaining Budget from PSA (April 2024)	\$7,828.00
Proposed Supplemental #1 (Not to Exceed)	\$17,344.00

We appreciate the continued consideration of our firm. We are excited and look forward to our continued service for people of Brazoria County.

Sincerely,



Sonia Schmidt
Owner

Exhibit A – Scope of Services

The referenced project shall conform with the Texas Department of Transportation 2024 *Standard Specifications* and the correlating signed and sealed plan set.

BCS will provide the following scope of work as part of the firm's standard construction engineering and inspection (CE&I) services:

1. Preconstruction

- a. Establish project specific documentation system within designated software (PM Vitals)
- b. Receive, review, respond and track submittals, RFIs, shop drawings, etc
- c. Coordinate with all parties for NTP and identify any apparent project issues
- d. Coordinate setup of preconstruction meeting
- e. If necessary, assist County with contractor award process

2. Construction

- a. Create and complete Daily Work Reports
- b. Completion and submission of payments for completed work
- c. Track progress of days worked/schedule and provide monthly summary to County
- d. Prepare progress meeting agendas and coordinate progress meetings
- e. Obtain and submit photographic documentation throughout duration of project
- f. Review monthly quantities and prepare estimate payment for County review
- g. Progressive Stormwater Pollution Prevention Plan (SW3P) inspections, in accordance with TxDOT and project specific requirements
- h. Schedule designated testing company and review testing reports for conformity with plans and specifications
- i. Receive, review, respond and track submittals, RFIs, shop drawings, etc
- j. Provide a monthly progress report for County review. Report to include, but not limited to: Days worked, schematic of completed work and work in progress, project budget, identification of project issues and proposed resolutions
- k. Review, coordination and, if applicable, response to Change Order requests
- l. Utilization of County electronic software (PM Vitals)

3. Close-out

- m. Coordinate substantial completion and final walk-through
- n. Close-out documentation and final estimate
- o. Completion and delivery of as-builts

Texas Historically Underutilized Business (HUB) Certificate



Certificate/VID Number: 1874241917100
Approval Date: September 22, 2023
Scheduled Expiration Date: September 22, 2027

The Texas Comptroller of Public Accounts (CPA), hereby certifies that

Blacksmith Construction Services, LLC

has successfully met the established requirements of the State of Texas Historically Underutilized Business (HUB) Program to be recognized as a HUB. This certificate printed **September 22, 2023**, supersedes any registration and certificate previously issued by the HUB Program. If there are any changes regarding the information (i.e., business structure, ownership, day to day management, operational control, business location) provided in the submission of the business; application for registration/certification as a HUB, you must immediately (within 30 days of such changes) notify the HUB Program in writing. The CPA reserves the right to conduct a compliance review at any time to confirm HUB eligibility. HUB certification may be suspended or revoked upon findings of ineligibility.

*Statewide HUB Program
Statewide Procurement Division*

Note: In order for State agencies and institutions of higher education (universities) to be credited for utilizing this business as a HUB, they must award payment under the Certificate/VID Number identified above. Agencies, universities and prime contractors are encouraged to verify the company's HUB certification prior to issuing a notice of award by accessing the Internet (<https://mycpa.cpa.state.tx.us/tpasscmbsearch/index.jsp>) or by contacting the HUB Program at 512-463-5872 or toll-free in Texas at 1-888-863-5881.