

July 9, 2026

Mr. Michael Sharp, CFM – Project Manager
City of Seguin – Seguin Capital Projects & Engineering
108 E. Mountain St.
Seguin, Texas 78155

Re: SH 123 Waterline Relocations (PO#25860, Resolution 2024R-240)
Project No. 13613-01
Additional Services Request No. 03 – Construction Management & Inspection Services of SH
123 Utility Relocations

Dear Mr. Sharp:

This letter is to request funding for additional services for the above referenced site. These services are considered above and beyond previously authorized work, and include the following:

I.	CONSTRUCTION MANAGEMENT SERVICES (TASK 402)	\$71,350
	This task includes:	
	• Prepare correspondence, invoices, and monthly progress reports • Prepare QA/QC plan and provide continuous QA/QC • Review monthly contractor ay Estimates (assume 6) • Attend monthly project meetings • Address constructability issues as they occur • Change Order justification, planning, and review • Coordinating time impacts of changes or proposed changes • Respond to requests for information • Review contractor submittals	
II.	INSPECTION SITE VISITS, FIELD OBSERVATIONS, JOB RECORDS (TASK 411)	\$124,400
	This task includes:	
	• Perform traffic control inspections (day and night) • Attend planning meetings with contractor (safety, materials, schedule, etc) • Inspection of daytime work • Maintain project records (documentation, verification, and testing) • Schedule testing • Reporting and documentation • Provide comprehensive punch list • Verify punch list	
III.	OTHER DIRECT EXPENSES (TASK 503)	\$3,480

SUMMARY OF SCOPE AND FEES

I.	Construction Management Services	Task 402	\$71,350
II.	Inspection Site Visits, Field Observations, Job Records	Task 411	\$124,000
III.	Other Direct Expenses	Task 503	\$3,480
			Total: \$199,230

A budget increase of **\$199,230** is the estimated cost of Pape-Dawson's current understanding of the additional services identified above. Upon signing of this ASR by the client, this ASR to be governed by the existing proposal for this project signed by the client and Pape-Dawson on the 8th day of July 2026.

We appreciate the opportunity to work with you on this project. If you concur with this request, please acknowledge your approval by signing in the space provided below and returning this letter to our office via email, fax, or US Mail for our records. If you have questions or need additional information, please do not hesitate to contact me at your earliest convenience.

Sincerely,
Pape-Dawson Consulting Engineers, LLC

 07.09.2026
Andrew Edwards, P.E., LGPP
Associate Vice President

ACKNOWLEDGED & ACCEPTED

Signature: _____

Print Name: _____

Title: _____

Date: _____

**Exhibit B
Fee Schedule
Joint Bid Utility Inspection**

FEE SUMMARY FOR PROFESSIONAL SERVICES

Project(s):	CSJ: 0366-02-089
	SH 123
Prime Consultant:	Pape-Dawson Consulting Engineers, LLC.
Proposal Date:	7/9/2026
Prepared By:	A. Edwards

Scope of Work:

Construction management and inspection of joint bid utilities on SH 123 from Cordova Rd to IH 10

DESCRIPTION	TOTAL COST
TASK 402 - Construction Management Services	\$71,350.00
TASK 411 -Inspection Site Visits, Field Observations, Job Records	\$124,400.00
OTHER DIRECT EXPENSES	\$3,480.00
SUBTOTAL LABOR + EXPENSES	\$199,230.00

Exhibit B
Fee Schedule
Joint Bid Utility Inspection

TASK 402 - Construction Management Services	Associate Vice President	Admin / Clerical	Construction Manager	Senior Construction Inspector	Construction Inspector	TOTAL LABOR HRS. & COSTS
	\$ 325	\$ 100	\$ 205	\$ 170	\$ 150	
CONSTRUCTION MANAGEMENT SERVICES	130	6	100	25	25	286
Prepare codependence, invoices and progress reports monthly (assume 6 months)						
Prepare QA/QC plan and provide continuous QA/QC						
Review Monthly Contractor Pay Estimates (assume 6)						
Attend monthly project meetings						
Address Constructability Issues as they occur						
Change Order Justification, Planning and Review						
Coordinating time impacts of changes or proposed changes						
Respond to request for information						
Review Contractor Submittals						
HOURS SUB-TOTALS	130	6	100	25	25	286
CONTRACT RATE PER HOUR	\$325.00	\$100.00	\$205.00	\$170.00	\$150.00	
TOTAL LABOR COSTS	\$42,250.00	\$600.00	\$20,500.00	\$4,250.00	\$3,750.00	\$71,350.00
SUBTOTAL						\$71,350.00

TASK 411 - Inspection Site Visits, Field Observations, Job Records	Associate Vice President	Admin / Clerical	Construction Manager	Senior Construction Inspector	Construction Inspector	TOTAL LABOR HRS. & COSTS
	\$ 325	\$ 100	\$ 205	\$ 170	\$ 150	
INSPECTION SITE VISITS, FIELD OBSERVATIONS, JOB RECORDS	20		380	125	125	650
Perform Traffic control inspections (day and night)						
Attend Planning meetings with contractor (safety, materials, schedule, etc)						
Inspection of day time work						
Maintain Project records (documentation, verification and testing)						
Schedule Testing						
Reporting and documentation						
Provide comprehensive punch list						
Verify punch list						
HOURS SUB-TOTALS	20	0	380	125	125	650
CONTRACT RATE PER HOUR	\$325.00	\$100.00	\$205.00	\$170.00	\$150.00	
TOTAL LABOR COSTS	\$6,500.00	\$0.00	\$77,900.00	\$21,250.00	\$18,750.00	\$124,400.00
SUBTOTAL						\$124,400.00

SUMMARY	
TOTAL COSTS FOR PRIME ONLY	\$195,750.00
GRAND TOTAL	\$195,750.00

OTHER DIRECT EXPENSES	UNIT	RATE
MILEAGE (30 wks x 2 trips/wk = 60 trips x 80 miles/trip) = 4,800 miles	Mile	0.725
TOTAL OTHER DIRECT EXPENSES		

Quantity	Total
4800	\$ 3,480.00
	\$ 3,480.00