McAdams
80 Charlotte Street
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919. 361. 5000

TOB25003

Amendment to Agreement for Professional Services:

BETWEEN Town of Black Mountain, North Carolina (Client) AND McAdams

Original Agreement Dated	August 19, 2025	Date	December 23, 2025
Project Name	Hilltop Road Emergency Repairs	Project Location	Black Mountain, North Carolina
Project Number	TOB25003	Change Order Number	#2
Client Contact	Jessica Trotman		

We hereby amend the Agreement for the above-referenced project, as follows:

Assumptions

This proposal is based on the following assumptions:

- All Plans and Specifications shall be in accordance with the references listed below:
  - American Association of State Highway Transportation Officials (AASHTO) *Roadside Design Guide 4th Edition and Errata;*
  - AASHTO *A Policy on Geometric Design of Highways and Streets 7th Edition and Errata;*
  - North Carolina Department of Transportation (NCDOT) *Roadway Design Manual;*
  - NCDOT *Roadway Standard Drawings;*
  - NCDOT *Subdivision Manual;*
  - NCDOT *Standard Specifications for Roads and Structures;*
  - NCDOT *Erosion and Sediment Control Design and Construction Manual;*
  - NCDOT *Stormwater Best Management Practices Toolbox;*
  - NCDOT *Guidelines for Drainage Studies and Hydraulic Design;*
  - NCDOT *Contract Standards and Development Procedures Manual; and*
  - Federal Highway Administration (FHWA) *Manual on Uniform Traffic Control Devices;*
- The drainage improvements will be considered within the limits of the projects, not to exceed 600 LF. Additional drainage improvements exceeding 600 LF will require an additional scope of work.
- A single submittal will be prepared for the Town's review. This submittal will contain the Final Roadway Plan Set, Engineer's Estimate, and Bid Proposal. Comments from the review will be addressed and returned to the Town to be used in the advertisement and bidding process for the construction of Hilltop Road.
- Base mapping and storm drainage design will be provided by McAdams' internal team.
- Additional subsurface utility engineering (SUE) and survey updates, if required, will be handled under separate authorization.
- Design efforts required in relation to the relocation of third party utilities will be performed by their respective owners.
- Utility coordination efforts during construction are not included.

Client authorizes McAdams to perform the following additional services:

Engineering Services

A4.10 UTILITY COORDINATION AND COMMUNICATION:

> FEE: By hourly charges in accordance with the attached Rate Schedule, estimate $6,450

This will include establishing and maintaining contact with MSD, City of Asheville, and Duke Energy. The Town will be invited to participate in all coordination meetings and will be included on electronic communications throughout this effort. The coordination effort will initially begin with the following:

- Identify utility conflicts and relocation needs; and
- Confirm ownership and jurisdiction of each utility segment.

A4.20 MEETINGS AND FIELD INVESTIGATIONS:

> FEE: By hourly charges in accordance with the attached Rate Schedule, estimate $3,490

Participate in the following coordination activities:

- Up to three (3) in-person meetings with utility owners and Town staff;
- One (1) site visit to observe existing conditions and potential relocation options;
- Two (2) virtual follow-up meetings to review relocation options;
- One (1) virtual design review meeting with Town, Utilities, and McAdams personnel; and
- One (1) optional / additional in-person meeting if field conditions or agency feedback warrant.

Prepare written correspondence and meeting notes summarizing discussions, decisions, and next steps. All correspondence will be logged, and following the completion of this effort, a digital copy of the log and correspondence will be submitted to the Town.

B2.10 SUPPLEMENTAL EASEMENT EXHIBITS:

> FEE: By hourly charges in accordance with the attached Rate Schedule, estimate $1,655

Provide up to two easement exhibits for parcel pin numbers 0609-88-1703 and 0609-88-0501 in Black Mountain on Hilltop Road for purposes of permanent drainage easements and temporary construction easements in accordance with the Minimum Requirements for Easements in the State of North Carolina.

D14.06 FEMA ASSISTANCE:

> FEE: By hourly charges in accordance with the attached Rate Schedule, estimate $5,970

McAdams will prepare a Damage Description and Dimensions Report and Sealed Engineer's Estimate for the Town's use in acquiring FEMA Public Assistance funding.

The Damage Description and Dimensions Report will include the following:

- General Facility Information;

- General Damage Information;
- Dimensions of Road Damage;
- Description of the Proposed Repairs;
- Engineer's Estimate of the Construction Cost; and
- Preliminary Engineering Details.

Deliverables:

- Draft Damage Description and Dimensions Report;
- Final Damage Description and Dimensions Report; and
- Sealed Engineer's Estimate.

D14.11 FINAL ROADWAY DESIGN:

> FEE: By hourly charges in accordance with the attached Rate Schedule, estimate $30,870

McAdams will progress the roadway design completed in task D14.01 to fully repair Hilltop Road to its pre-storm condition while meeting minimum AASHTO standards. McAdams will prepare the Final Roadway Plan Set and Engineer's Estimate for the Town's review. McAdams will respond to review comments and revise plans as may be required for two (2) reviews from the Town. Once approved, McAdams will sign and issue the Sealed Contract Roadway Design Plans to be used for construction.

The Final Roadway Plan Set will include the following:

- Title Sheet;
- Index of Sheets, General Notes, and Standard Drawings;
- Conventional Symbols (legend);
- Pavement Schedule and Typical Sections;
- Details (as needed for roadway, drainage, and geotechnical);
- Roadway Summaries;
- Drainage Summaries (prepared in separate task);
- Plan and Profile Sheets (including drainage prepared in separate task);
- Erosion Control Plans (prepared in separate task); and
- Cross Sections.

Deliverables:

- Final Roadway Plan Set for review;
- Engineer's Estimate of Construction Cost for review; and
- Sealed Contract Roadway Design Plans.

Meetings:

- General – This task includes up to four (4) design team meetings and additional meetings with project stakeholders.

D14.22 FINAL HYDRAULIC DESIGN:

> FEE: By hourly charges in accordance with the attached Rate Schedule, estimate $8,880

The Design Team will perform hydraulic analysis for open and closed system drainage, including pipe crossings, storm drainage systems, and ditches along Hilltop Road for incorporation into the roadway plans. This analysis will be based upon the topographical information included in the survey and basemaps. Survey data will be supplemented with GIS contour information, USGS Quad maps, FEMA information, and County-provided flown topography mapping. The anticipated tasks associated with the hydraulic analysis and drainage design include:

- A field visit completed by hydraulic design staff to verify existing drainage patterns, condition of existing drainage structures, and collect site data to be utilized in design;
- Size all cross pipes (if required) along Hilltop Road;
- Size all closed system drainage along Hilltop Road;
- Evaluate ditch section capacities, depths, velocities, and shear stress;
- Evaluate proposed drainage outfalls; and
- Evaluate and design necessary revisions to hydraulic structures (culverts, cross pipes, headwalls, drainage structures) that may have been installed during previous Hilltop Road emergency repairs.

Deliverables:

- Hydraulic Technical Memo supporting design considerations for FEMA review;
- Necessary supporting calculations;
- Pipe and storm drain size / type shown on plans;
- Ditch locations and any applicable ditch details shown on plans;
- Project-specific Hydraulic Special Provisions or Drainage Special Details; and
- Stormwater Management Plan (SMP).

Meetings:

- General – This task includes up to four (4) design team meetings and additional meetings with project stakeholders.

D14.55 FINAL EROSION CONTROL DESIGN:

> FEE: By hourly charges in accordance with the attached Rate Schedule, estimate $5,950

The Design Team will prepare the erosion and sediment control plans by specifying erosion control measures, which minimize erosion and limit off-site sedimentation during construction of the project. The design will be in accordance with the requirements of the North Carolina Department of Transportation (NCDOT), the North Carolina Department of Environmental Quality (NCDEQ), and the Division of Energy, Mineral, and Land Resources (DEMLR). Erosion and Sediment Control quantities will be summarized and included as a table or appendix to the plans.

The Design Team will analyze flow rates and determine stabilization requirements for channels with erosive velocities and slopes with potential for erosive failure throughout the project. The Design Team will show erosion

control measures and special details not shown in the Erosion Control Manuals as part of the construction plan set.

The ES&C designer will complete the E&SC plans by incorporating appropriate plan and/or title sheet information, required details, and notes on the E&SC plan sheets for project-specific environmental information into the plan. Project-specific vegetation management plans (e.g., reforestation, streambank reforestation, wetland grass or reforestation, etc.) or landscaping as required through project commitments will be included as part of the plans.

Deliverables:

- E&SC Plans included as a separate series of drawings within the Roadway plan set;
- E&SC Quantities;
- Incorporate details and notes on E&SC plan sheets as needed; and
- Include E&SC Special Provisions as necessary.

Meetings:

- General – This task includes up to two (2) design team meetings and additional meetings with project stakeholders.

E14.10 SUPPLEMENTAL EROSION CONTROL PERMITTING:

> FEE: By hourly charges in accordance with the attached Rate Schedule, estimate $2,530 + Applicable Review / Application Fees (TBD)

Following an initial review by the Town of Black Mountain, McAdams will submit erosion control plans and supporting documentation to the Regional Office of NCDEQ for review and approval *if required*. Upon approval of the erosion control plans, the Design Team will apply for the NCG01 permit. Based on NCDEQ current review standards, a land disturbance permit will not be issued until documentation of permit approvals and easement acquisition can be provided. The Town of Black Mountain will be responsible for signing and notarizing the NCDEQ Financial Responsibility Form and reimbursing the required review and application fees for the project.

D14.60 CONTRACT STANDARDS AND DEVELOPMENT:

> FEE: By hourly charges in accordance with the attached Rate Schedule, estimate $9,890

McAdams will generate a Bid Proposal for the construction of the project utilizing the North Carolina Department of Transportation (NCDOT) Standard Specifications and Special Provisions. McAdams will respond to review comments and revise the Bid Proposal as may be required for two (2) reviews from the Town. Once approved, McAdams will sign and issue the Bid Proposal to be used in the Town's advertisement and bidding process for the construction of Hilltop Road.

Deliverables:

- Draft Bid Proposal for review; and
- Bid Proposal.

Bidding Services

H5.40 CONSTRUCTION CONTRACTING ASSISTANCE:

FEE: By hourly charges in accordance with the attached Rate Schedule, estimate $6,480

As outlined in North Carolina General Statute §143-129 "Procedure for Letting of Public Contracts," this task entails assistance with construction contract bid process. Specific items included within this task are as follows:

- Publish Bid Package + Addenda via McAdams Online Plan Room;
- Maintain Plan Holder's / Bidder's List;
- Assist with Pre-Bid meeting;
- Receipt / Distribution and answering of RFIs;
- Assist with Public Bid opening; and
- Evaluation of received bids, preparation of the Certified Bid Tabulation, and recommendation of lowest responsive bidder.

Construction Period Services

H5.90 CONSTRUCTION ADMINISTRATION TASKS:

FEE: By hourly charges in accordance with the attached Rate Schedule, estimate $37,460

Provide assistance after award of the Contract for the site construction work (3-Months assumed). Scope for this task includes:

- Attending one (1) preconstruction meeting;
- Monthly construction progress meetings (3 Meetings);
- Weekly site visits during construction to observe the quality of construction and preparation of associated field observation reports (7 Visits);
- RFIs and reviewing / approving shop drawings;
- Review of contractor change order requests and schedule of values;
- Bulletin Drawings;
- Certifications of Contractor's payment requests;
- Substantial Completion Review;
- Development of punch lists and pre / final inspections in support of project close-out (2 Visits);
- Warranty Site Visits and follow up (2 Visits); and
- Project close out documentation.

Project Close-Out Services

I5.10 RECORD DRAWINGS:

FEE: By hourly charges in accordance with the attached Rate Schedule, estimate $2,510

Provide record drawings and certifications of installation as required by the Town of Black Mountain. Please note this fee assumes field-survey work and a signed / sealed as-built survey shall be provided by Others (the Contractor) for use by McAdams in preparing the record drawings and submittal package.

K. REIMBURSABLE EXPENSES:

FEE: $1,944 budgetary estimate

Applicable items will be billed in accordance with the attached Rate Schedule.

Exclusions

The following services are not included in this Agreement:

- Work Zone Traffic Control Design;
- Structural design of retaining walls, headwalls or stormwater facilities or structures;
- Stormwater Control Measures (SCMs);
- Bridge Survey Report (BSR) or Culvert Survey Report (CSR);
- Scour analysis;
- Traffic Impact Analysis:
- Preparation of plats for right-of-way acquisition;
- Right-of-way acquisition services;
- Bid period services;
- Legal advertisements for construction contracts; and
- Environmental investigations, wetlands permitting, or wetlands surveying.

The Fee for these additional services shall be billed at Standard Hourly Rates using the attached rate schedule, following the attached staff time estimates and shall be: $124,079

The Terms and Conditions of the original Agreement shall apply to this amendment.

Town of Black Mountain, North Carolina		McAdams	
By:		By:	S. Colin Kinton
Printed Name:		Printed Name:	S. Colin Kinton, PE, IMSA II
Title:		Title:	Practice Lead, Traffic
Date:		Date:	December 23, 2025

MCADAMS

Hourly Rate Schedule / 2025

1. SPECIFICATIONS FOR CONTRACT BY HOURLY CHARGE, THE FOLLOWING RATES APPLY

Role	Rate
Chairman / President / Vice President	$290 - 400 /hour
Advisor	$250 - 325 /hour
Director / Group Manager / Practice Lead	$165 - 320 /hour
Technical Manager	$140 - 250 /hour
Project Manager	$150 - 250 /hour
Assistant Project Manager	$120 - 200 /hour
Landscape Architect	$140 - 230 /hour
Planner	$110 - 205 /hour
Project Engineer	$145 - 240 /hour
Graphics + Visualization	$125 - 140 /hour
Designer / Analyst / Design Tech	$110 - 180 /hour
Intern	$55 - 100 /hour
Administrative Services	$80 - 120 /hour
Construction Administrator / Observer	$115 - 225 /hour
Survey Technician	$95 - 125 /hour
2 Man Survey Crew	$165 - 185 /hour
3 Man Survey Crew	$200 - 225 /hour
UAS LiDAR Crew	$285 /hour
SUE Crew Member	$95 - 135 /hour

Hourly services are recorded and rounded to the nearest 1/4 hour.

2. THE FOLLOWING CHARGES APPLY ON ALL CONTRACTS, FOR COPIES OF PLANS AND SPECIFICATIONS SENT OUT OF THE ENGINEER'S OFFICE (TO CLIENT, CITY REGULATORY AGENCIES, BIDDERS, CONTRACTOR, OTHER CONSULTANTS, ETC.):

Item	Fee	Item	Fee
Oversize + Color Rep.	$3.60 /each	Oversize Mylar Sepia	$24.00 /each
Paper Reproductions	$2.40 /each	Mylar Sepia	$18.00 /each
Specifications	$0.12 /each	Paper Sepia	$6.00 /each

3. THE FOLLOWING RATES ARE CHARGED IN ADDITION TO THE ABOVE FEES:

Item	Fee
Fees Paid for Permits and Applications	Cost Plus 10%
Outside Photocopying, Travel, Overnight Delivery, Postage for Mass Mailings	Cost Plus 10%
Subcontractor Invoices	Cost Plus 12.5%

4. FEES ARE SUBJECT TO ADJUSTMENT AT THE BEGINNING OF EACH CALENDAR YEAR.

5. PROJECTS ARE BILLED ON A MONTHLY BASIS AND INVOICES ARE DUE UPON RECEIPT. INVOICES WHICH HAVE BEEN NOT BEEN PAID WITHIN 30 DAYS ARE PAST DUE AND SUBJECT TO FINANCE CHARGES OF 1.5% PER MONTH.

Client's Initials _____ Date _____