



Friday, February 20, 2026

Lo Hurts

DeKalb Co. School District  
1701 Mountain Industrial Blvd  
Stone Mountain GA 30083

**Project :** Cross Keys HS - Phase II (CMT)

Dear Lo Hurts

Matrix Engineering Group, Inc. (Matrix) is pleased to submit for your review our proposal for testing and special inspection services on the above-referenced project.

A detailed list of services and fees is shown on the attached Exhibit A. Following is our cost estimate and scope of services. Refer to the attached schedule of values for the services required by the Schedule of Special Inspections. as well as additional items that are required by the project specifications.

Thank you for giving us the opportunity to be a part of your project team. Should you have any questions or require additional information, please do not hesitate to contact me.

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Sam Alyateem, PE  
Project Manager

Matrix Engineering Group, Inc.  
CC  
Exhibit A1- Scope of Work

Appendix - Budget

## **EXHIBIT A1 Scope Of Services**

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### **Erosion NPDES**

#### ***NPDES (EROSION CONTROL INSPECTIONS)***

The following lists the scope of services for the provisions of the NPDES Permit inspections, water sampling and turbidity testing:

1. Matrix Engineering Group, Inc. will perform sampling of runoff water at the designated locations after the first rain event of 0.5 inches and greater within any 24 hour period.
2. We will perform weekly site inspections of the structural control measures, materials storage areas, disturbed areas without final stabilization, and receiving water bodies.
3. Water samples will be tested at our laboratory facility for Turbidity after all qualifying rain events, as defined by the NPDES Permit GAR100001 requirements.

### **Soils**

#### ***EARTHWORK***

A field technician will perform density and moisture testing in the field during grading, utility trench backfilling, and pavement operations utilizing the American Society for Testing and Materials (ASTM) D2922 and D1556 methods. Laboratory maximum density and optimum moisture determination will be performed in accordance with ASTM D1557 or D698. The earthwork quality control and testing will include the following:

- Proof-rolling of existing sub-grades and sub-bases in order to assess suitability
- Moisture Density Relationship Testing (Proctor Tests) in accordance with ASTM D698 in order to determine the soil's maximum dry density and optimum moisture content for use in the soil's compaction control and testing.
- Field in-place density testing in accordance with ASTM D2937 (Drive Cylinder Method), ASTM D1556 (Sand Cone), or ASTM D6938 (Nuclear Density Gage), as applicable.
- Foundation inspection, including in-place bearing capacity determination in accordance with ASTM STP 399.
- All areas to receive pavements will be inspected by proof-rolling to ensure that the subgrades are of adequate firmness to receive the Graded Aggregate Base course (GAB). Compacted GAB will be tested utilizing a Nuclear Density Gage in accordance with ASTM D6938 in order to ensure that the in-place density is meeting the required project specifications.

Observation and testing will consist of visual observation of earthwork activities and taking field density and moisture tests for the purpose of ascertaining that the work is in substantial conformance with the contract documents. Such observation and testing shall not be relied upon by others as acceptance of the work nor shall it be construed to relieve the contractor from their obligation and responsibilities under the construction contract. Specifically, but without limitations, observation and testing shall not require the technician and engineer to assume responsibilities for the means and methods of construction nor for safety on the job site.

#### ***MECHANICALLY STABILIZED EARTH WALL***

The quality assurance and testing for the modular retaining wall(s) will include the following:

- Test the proposed modular wall's foundations bearing capacity using the dynamic cone penetrometer per ASTM STP399
- Inspect the firmness and dimensions of the base leveling pad
- Field in-place density testing of compacted soil fill.

**The above scope does not relieve the wall contractor from securing the necessary quality control testing during construction.**

## **Concrete**

### **REINFORCING STEEL**

Prior to the pours, our inspector will inspect the reinforcing steel placement to determine that it is according to plans and specifications. Our inspector will check:

- Size and spacing of bars;
- Location and length of splices;
- Clearances;
- Cleanliness of bars;
- Spacing tolerances;
- Proper support of steel with ties.

### **CAST-IN-PLACE CONCRETE**

The concrete sampling and testing will include the following:

- Sampling of cast-in-place concrete will be performed in accordance with ASTM C172. Five (5) four-inch diameter cylinders per set will be molded by an ACI certified inspector in accordance with ASTM C31 at a frequency of one (1) set every 100 cubic yards, or a fraction thereof per day.
- Air content tests will be performed on air-entrained concrete in accordance with ASTM C173/231.
- Slump tests will be performed for every set of cylinders in accordance with ASTM C143.
- Ambient air and mix temperatures will be recorded in accordance with ASTM C1064.
- Compressive strength testing will be performed at our in-house, certified laboratory facility in accordance with ASTM C39. Results will be reported in writing to the construction team members.

## **Masonry**

### **CONCRETE MASONRY TESTING**

- Verification of the type, size and location of anchors, including other details of anchorage of masonry to structural members.
- Field verification that the site prepared mortar and grout proportions are in accordance with the approved mix design
- Prior to grout placement, the steel reinforcement placement and the cleanliness of the grout space will be visually inspected and verified.
- Verification of protection of masonry during hot/cold weather conditions.
- Verify grout placement complies with code and construction document provisions.
- During grout placement, specimens for the purpose of compressive strength determination will be cast in general accordance with ASTM C1019.

## **Asphalt**

### **Field Quality Control**

We will inspect and asphalt paving, including but not limited to:

- Compaction and thickness of subbase (GAB) according to project specification.
- Temperature of asphalt concrete just prior to paving
- Compaction of asphalt concrete tested with nuclear gauge in accordance with American Society for Testing and Materials (ASTM) D2950. Nuclear density gauge determination will be correlated with density of compacted specimens determined according to ASTM D1188;
- Check thickness of surfacing by asphalt coring, if requested by the client
- Perform density testing of asphalt cores, if requested by the client

**Steel Construction****STRUCTURAL STEEL INSPECTIONS**

- Material verification of high-strength bolts, nuts and washers
- Inspection of high-strength bolting and bearing type connections
- Material verification of structural steel: identification markings, weld filler materials, complete and partial groove welds and multi-pass fillet welds
- Inspection of steel frame joint details for compliance with construction drawings, details such as bracing and stiffening, member locations and application of joint details at each connection
- Complete penetration groove welds 5/16" or greater for ultrasonic testing
- Inspection of material verification of steel deck placement and deck welding + mechanical fastening
- Inspection of open-web steel joists and joist girders including end connections – welding or bolted

**Project Management**

A project manager will develop protocols to assist clients in completing their work while minimizing risk. Review of all field and laboratory testing data from the assigned projects. Monitor the performance and technical skills of our field and laboratory technicians.

**EXHIBIT B**  
**Terms and Conditions**

1. **Prosecution of Work.** It is contemplated by the parties that the Work specified in this Contract shall be performed based on the requested schedule(s) by the Contractor or the designated representative of the Client as required by the project specifications and/or the Special Inspection Schedule (SSI). Any work that has not been inspected as required shall be immediately brought to the attention of the Owner and Engineer of Record to determine if After-The-Fact inspections are required to document completed work that has not been properly inspected. Matrix shall not be responsible for any delays in performing the Work due to labor disputes, weather, shortages in material, equipment or labor, acts of God or any other cause beyond its control. In the event of a delay beyond Matrix's control, and to the extent reasonably possible, Matrix shall complete the work at the next available opportunity. At its option, Matrix may decline to perform any part of the Work which, through no fault of Matrix, is to be completed beyond the estimated completion date. In the event Matrix elects not to perform any further Work beyond the above specified date pursuant to the terms provided herein. Matrix shall be paid for all Work performed and materials provided prior to the said date and shall otherwise be fully relieved of all its duties and responsibilities under the terms of this Contract.
2. **Work Hours.** Matrix agrees to provide the Work identified herein. Dispatch hours are 8:00 a.m. to 5:00 p.m. Although Matrix will try to accommodate all dispatch requests, we cannot guarantee that calls before 7:00 a.m. and after 5:00 p.m. will be received. If a day's Work is canceled for any reason, please notify the dispatch office by 5:00 p.m. on the day prior to the scheduled Work. Cancellations received on the day of the Work, is subject to a 2-hour show-up fee.
3. **Agreed Pricing for Services.** Pricing for Work done under the attached Contract is agreed to be under Matrix's Fee Schedule (attached and incorporated herein as Exhibit A) for the year the Contract was effective, which is incorporated herein by reference, unless otherwise specifically shown in the Contract. Overtime at 1.5 times on the labor portion only will be charged before 7:00 a.m. and after 5:00 p.m. and also on weekends and holidays. Client further acknowledges that billing minimums of 2 hours for field testing and 3 hours for special inspections may apply in actual billing. Time over the minimums will be rounded to the nearest whole number. Client agrees that it shall be Client's and/or Contractor's responsibility to provide Matrix with a minimum of 24 hour notice but may require more advance notice depending upon seasonal demands to perform the Work hereunder.
4. **Standard of Work.** Further, Matrix agrees to perform the Work in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the locality of the Project. No other warranty, expressed or implied is otherwise made with respect to the Work.
5. **Payment.** Client agrees to pay all invoices within 30 days, or incur interest charges of 1.5% per month. Intended Use. Work provided pursuant to this Contract is intended solely for the use and benefit of Client. No other person or entity shall be entitled to rely on the services, opinions, recommendations, plans, or specifications provided without the express written consent of Matrix. Client agrees that Matrix has been engaged to provide technical professional services only, and that Matrix does not owe a fiduciary responsibility to Client.
6. **Limitation of Liability.** This paragraph limits Matrix's liability – **READ IT CAREFULLY.** Client understands and agrees that Matrix's Work poses certain risks to both Matrix and Client. Further, Matrix's fees for the Work are based on and reflect Client's agreement to limit Matrix's liability as described herein. Client specifically acknowledges and agrees that but for this promise to limit Matrix's liability, Matrix's fees should be significantly higher to accommodate Matrix for such risks. Client acknowledges its right to discuss this provision with legal counsel and negotiate such with Matrix. In reliance on the foregoing, Client specifically agrees that, to the fullest extent permitted by law, Matrix's total liability for any and all injuries, claims, liabilities, losses, costs, expenses or damages whatsoever, including without limitation, attorneys' fees and costs (hereinafter "Claims") to Client and any third party arising out of or in any way related to the Contract, from any cause or causes, including but not limited to Matrix's negligence, errors, omissions, breach of contract or any duty, is limited to Twenty-Five Thousand Dollars (\$25,000) or the amount of Matrix's fee, whichever is greater (the "Liability Limit").
7. **Indemnity.** To the fullest extent permitted by law, the Client will indemnify and hold harmless Matrix together with its consultants, officers, agents and employees from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of, in any way related to, or resulting from their work,

materials, or scope of responsibility on the Project by Client or any of its consultants, subcontractors or anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable, except to the extent that such damage, loss or expense is due to the fault or negligence of Matrix.

8. **Insurance.** Client shall purchase and maintain insurance that will protect Matrix and Client from claims arising out of work being performed at the Project or by Client's operations under this Agreement, whether the operations are by Client, or any of Client's consultants, subcontractors or anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Client shall maintain coverage and limits of liability in the following amounts: (1) property and public liability insurance at a minimum level of \$2,000,000.00 property damage coverage with thirty-day cancellation notice and \$2,000,00.00 liability coverage, or the amount specified in the prime agreement, whichever is greater, and (2) appropriate Worker's Compensation insurance. Client will list Matrix as additional insured under all property and liability insurances. Client will provide Matrix evidence of such insurance prior to commencement of the Work contemplated by this Agreement. At any time during the course of this Agreement should any insurance policy lapse or be terminated, Matrix must receive immediate notice of such termination and Client will fully protect Contractor against loss by reason of such lapses or termination
9. **Samples.** Unless otherwise agreed by the parties in writing, the test specimens or samples will be disposed of immediately upon completion of testing.
10. **OSHA.** Client agrees to require Contractor to provide on-site First Aide services as required by OSHA.
11. **Final Inspection.** As a condition precedent to Matrix issuing the Project final inspection report, all fees incurred by Client must be paid in full.
12. **Termination.** Matrix may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of Matrix or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with Matrix, for any of the following reasons:
  - Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped.
  - An act of government, such as a declaration of national emergency that requires all Work to be stopped; or
  - Because the Client has not issued a payment or certificate for payment and has not notified Matrix of the reason for withholding payment or certification, or because the Client has not made payment within the time stated in the Contract Documents.
13. **Miscellaneous Provisions.**
  - **Duplicate Originals.** This Contract may be executed in duplicate originals, and facsimile signatures will be treated as originals.
  - **Complete Agreement.** With respect to the subject matter of this Contract, including the terms and conditions hereof, this Contract constitutes the entire understanding between the parties and may not be altered, modified or amended except by the mutual written agreement of the parties. Except as expressly provided in this Contract, all prior and contemporaneous agreements and understandings between the parties are superseded and rescinded.
  - **Severability.** The Contract provisions are severable, and should any provision be determined by a court of competent jurisdiction void, voidable, or unenforceable, such provision shall be eliminated or limited to the minimum extent necessary so that this Contract shall otherwise remain in full force and effect.
  - **Attorneys' Fees.** In the event that any party shall breach its obligations under this Contract, the prevailing party shall be entitled to recover all enforcement-related costs, expenses and reasonable attorney fees from the breaching party, whether such sums be expended with or without suit and regardless of the forum (including but not limited to recourse in connection with any bankruptcy case, adversary proceeding, insolvency proceeding, or arbitration proceeding).
  - **Assignment.** This Contract is not assignable, and any such assignment shall be deemed void, without the written consent of all parties hereto.
  - **Binding Effect.** This Contract shall be binding upon and shall inure to the benefit of the successors, and assigns of the respective parties hereto.
  - **Jurisdiction/Venue.** The parties hereto agree that this Contract shall be construed in accordance with the laws of the State of Georgia.



Thank you for the opportunity to submit a proposal for this project, we appreciate your consideration. We will be awaiting your response to proceed and look forward to working with you. Please let us know if you have any questions regarding this quote.

If you find this proposal acceptable, please sign below & return a copy for our records so that we can create the project in our system.

NAME: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_