

AGENCY LETTERHEAD

Date \_\_\_\_\_

**AGREEMENT FOR PRELIMINARY ENGINEERING SERVICES  
AND SUBMITTAL OF EXHIBIT "A" FOR RAILROAD APPROVAL**

Crossing:    Public:  
State \_\_\_\_\_ City \_\_\_\_\_  
M.P. \_\_\_\_\_ Subdivision \_\_\_\_\_  
(Route/Road/ Street Name /DOT No.) \_\_\_\_\_ (Example - DOT No.123456A)  
\_\_\_\_\_ County / Parrish \_\_\_\_\_

(Union Pacific  
Contact Name from Website) \_\_\_\_\_  
Manager, Industry & Public Projects  
Union Pacific Railroad Company  
(Address from Website) \_\_\_\_\_  
(City, State Zip code from website) \_\_\_\_\_

Dear \_\_\_\_\_:

Plans are being prepared to (*description of Agency Project*) at the location referenced above. The proposed work includes (*scope of work*). In connection with the project, the Agency considers it necessary for the successful advancement of the project for your company to collaborate in the development of the project by performing the following:

- preliminary engineering and other related services
- development of cost estimates
- review of the project's preliminary layouts
- submit current train and switching moves

The Agency authorizes and agrees to reimburse the Railroad for its expenses and actual costs that are incurred for collaborating in the development of the project's preliminary engineering and other preliminary activities. The Railroad has estimated that these preliminary engineering and other preliminary costs will be \$ \_\_\_\_\_ (*furnished by RR*). Payment will be made within thirty (30) days from the Agency's receipt and approval of the Railroad's request for reimbursement. Railroad will refer to Agency's Project Number \_\_\_\_\_ (*furnished by agency*) and forward Invoices to \_\_\_\_\_ (*furnished by agency*).

Additionally, attached for your company's review and approval is one (1) set of half-scale prints of the concept plans marked **Exhibit A**, which are the \_\_\_\_\_% (*furnished by agency*) complete plans and show the basic features of the proposed highway project at the location referenced above. Please review and provide comment on the basic features of the **Exhibit A** as soon as possible. Also enclosed is one (1) set of photos of the project area.

The project may require the Railroad to incur costs for force account activities. Please prepare the railroad force account cost estimate for work activities to be provided by your company, as identified in **Exhibit A** and submit them as your earliest convenience so that they may be attached to the railroad generated Construction & Maintenance (C&M) agreement.

Please verify the number of current regular train (\_\_\_\_) (*furnished by RR*) and switching movements (\_\_\_\_) (*furnished by RR*) with a Maximum Speed of \_\_\_\_\_ MPH (*furnished by RR*) at this location as currently shown in our inventory records. This information will be used by the Agency's Contractor to obtain Railroad Protective Liability Insurance.

This agreement is intended to address Preliminary Engineering. It is understood by both parties that railroad may withhold its approval for any reason directly or indirectly related to safety or its operations, property issues or effect to its facilities. If the Project is approved, Union Pacific will continue to work with the Agency to develop Final Plans, Specifications and prepare Material and Cost Estimates for Railroad Construction Work associated with the project. It is also understood that if the project is constructed, if at all, at no cost to the railroad.

The Agency and the Railroad will enter into separate License, Right of Entry, Construction and Maintenance Agreements associated with the actual construction of the project if the project is accepted and approved by the railroad. The Agreements will be drafted by Union Pacific and forwarded to the Agency after the **Exhibit A** and cost estimates have been approved.

Please contact \_\_\_\_\_ at telephone number (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ or via email at \_\_\_\_\_ if you have any questions. Your assistance in this matter is appreciated.

Sincerely,

Title \_\_\_\_\_

Agency \_\_\_\_\_

UNION PACIFIC RAILROAD COMPANY

By \_\_\_\_\_ Date \_\_\_\_\_

Name and Title \_\_\_\_\_

Attachment(s)

cc: