



September 23, 2024

Mr. David Thompson
Executive Director of Leisure Services
City of Foley, Alabama

RE: Proposal for Mills Community Park in Foley, AL

We are pleased to submit this proposal for Mills Community Park. This proposal is to address the implementation of the master plan design from Design Development, Construction Documents, and Bidding to overseeing Construction. It is our pleasure to help you with this community park in Foley.

Project Team

GMC

Landscape Architecture	Jane Reed Ross, RLA, ASLA John Bricken, RLA, ASLA Matt Hinton, ASLA
Civil Engineer	Amanda Thompson, PE
Electrical Engineer	John Averrett, PE

Scope of Services

The overall design process will address the development of the park with the following:

- Site Design and Hardscapes – walkways, trails, basketball courts, seat walls, steps, accessibility, and parking
- Grading and Erosion Plan
- Planting and Irrigation
- Lighting – area and accent lighting
- Site Furnishings – benches, tables, trash receptacles
- Architectural Structures – Coordination with Architect selected by City on size and location of restroom building.
- Playground Design – Coordination with Playground vendor selected by City. We will coordinate size and location with vendor.

Schematic Design:

Previously completed Schematic/Conceptual Designs will be used as a basis of design in the next phase of design. As the project progresses and as more information becomes available, additional schematic design may be necessary to finalize the design.

Design Development:

With comments from the *Schematic Design*, all elements will be further developed and presented for design development plans. We will provide a preliminary opinion of probable cost to see where we stand before moving into Construction Documents.

Construction Documents:

With comments made from the *Design Development* phase and a review of the associated costs we will update needed revisions and proceed with Construction Documents. We will prepare plans & specifications required for bidding and construction.

Civil Engineering: GMC will provide full-service Civil Engineering design services to include the following scope: general notes, demolition, site layout plan for exterior improvements and surface features, detail grading as required, drainage as necessary, utility relocation and service connections, erosion control/BMPs, and the preparation of technical specifications. The Engineer will provide a drainage report with calculations for conveyance and detention of stormwater in accordance with the City of Foley's regulations.

Electrical Engineering: GMC will provide lighting layout for parking and pedestrian lighting in the park. They will coordinate with local power provider for providing power to the site.

Deliverables are:**Hardscape plan**

- Layout plan
- Grading and Drainage plan
- Erosion Control Plan
- Basketball Courts layout
- Walkways and Trails
- Details and specifications (paving, walls, steps, ramps, dock etc.)

Electrical Lighting Plan

- Lighting Plan & associated power and specifications

Landscape Plan

- Planting plan, details, and specifications
- Irrigation Plan, details, and specifications
- Site Furnishings-benches, tables and chairs, trash receptacles, bike racks

Architectural Structures

- Coordination w/ Architect on footprint and location of Architectural Structures

Playground Plans

- Coordination w/ vendor on size and location of playground.

ADEM Permitting & Inspections:

The Alabama Department of Environmental Management (ADEM) requires operators to obtain a National Pollution Discharge Elimination System (NPDES) General Permit for construction activities and implement a site-specific Construction Best Management Practices Plan (CBMPP) for construction sites over one acre or within a common plan of development. Under the construction General Permit, you are also required to perform regular site inspections every 3/4-inch rainfall event and at a minimum of once per month to ensure all BMP's are functioning properly, and address any areas that need maintenance or additional BMP's. Accordingly, we are prepared to complete the Notice of Intent (NOI) for coverage of construction stormwater discharges for this project. This permit will provide coverage under the General Permit until March 31, 2026. Based on GMC's past experience, approximately 24 inspections (12 months) can be assumed for the duration of construction for this project. Our fee does not include the required ADEM permit fee of \$1,385 which must be paid by the Permittee or Responsible Official (RO) before the application can be submitted and the permit review process can begin.

Bidding:

Prepare documents for bidding, advertise to bid, pre-bid meeting, bid opening, and construction award contract.

Construction Administration:

Includes pre-construction meeting, Owner/Architect/Contractor meetings on as needed basis, review shop drawings, requests for information and punch list. During construction, we will review site related shop drawings and respond to site related Requests for Information.

Additional Services

The following are other services that may be provided as additional services, if agreed to in advance by Client and GMC. Items requested not in the scope above will be considered additional, including but not limited to:

- Fountain Design and Consultation
- Way Finding and Signage
- Illustrative Perspectives or Modeling (unless outlined above)
- Construction Design Services
- Cost Estimating services (beyond those outlined above)
- Community Engagement
- Construction Engineering & Inspections (CE&I)
- As-built Drawings

Compensation**Basic & Special Services Fees:**

We propose performing the work illustrated above under the “Basic Services” sections in accordance with the following schedule. We calculate services in one of these manners:

- Percentage of Construction (%C) fees which are calculated as a fee percentage times the Construction Cost.
- Lump Sum (LS) fees are fixed fees.
- Hourly (H) fees are calculated hourly based on the number of hours charged to the project times the hourly rate for that employee (See GMC Hourly Rate Schedule, updated annually in July).
- Unit Price (EA) fees for unit-based services are invoiced on a per-unit basis.
- Allowances (Allow) are occasionally included for anticipated work that is not yet quantifiable

BASIC SERVICES	FEE	FEE ALLOCATION	
Schematic Design	LS	\$4,000	5%
Design Development	LS	\$20,000	25%
Construction Documents	LS	\$40,000	50%
Bldding	LS	\$16,000	20%
Construction Administration	H	TBD	
Total Fee		\$80,000	100%
SPECIAL SERVICES	FEE		
Preliminary Geotechnical Analysis/Report	LS	\$8,800	
Stormwater Modeling Report	LS	\$10,000	
ADEM Permitting and Inspections (Est.)	LS (Estimated)	\$10,235	
As-Built Survey	LS	\$8,500	
Total Fee		\$37,535	

Additional Services:

Additional services are services outside of the scope noted herein services that were not anticipated at the writing of this agreement, special services requested by the Owner, or those listed in the attached Terms and Conditions. Unless negotiated to the contrary, Additional Services shall be calculated as follows:

- GMC In-house design/administration: Per hourly rate schedule absent a pre-determined LS
- Additional Design Consultants: 1.2 times the invoice amount submitted to GMC

Reimbursable Expenses

Reimbursable Expenses are project related expenses that accrue over the course of design and construction phases of the project. We do not consider telephone charges (including long distance), faxing, scanning, in-house small document copying, costs associated with e-mail correspondence or costs associated with maintaining our CAD software and systems as reimbursable expenses.

The following expenses are reimbursable, and will be invoiced monthly as incurred at 1.1 times our cost:

- All printing/ mounting and material costs including drawings for presentations, meetings, contractor pricing, permitting, and discussion purposes.
- All travel expenses, lodging, and meals directly associated with the project and incurred by our employees will be considered a reimbursable expense.
- Automobile travel associated with the project and incurred by our employees will be invoiced at \$0.67 mile.
- Photography of existing conditions, and during construction.
- Professional renderings or models requested by the Owner.
- The reimbursable expenses of our consultants are Owner reimbursable expenses. Consultant reimbursable expenses include, but are not limited to, travel expenses, plot costs for drawings transmitted to the Architect, mileage, lodging, out-of-town meals, and similar project related charges.

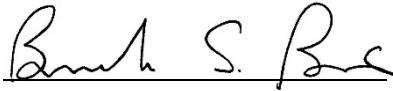
Hourly Rate Schedule

Where projects are performed on an hourly rate basis, work performed by GMC employees shall be invoiced in accordance with the hourly rate schedule attached to this proposal. Work performed by consultants on an hourly rate basis shall be invoiced at the cost to Goodwyn Mills and Cawood, based on the hourly rate schedule of said consulting firm.

Payment Terms

Professional services will be invoiced monthly in accordance with the status of the work. Payment is due 30 days from the invoice date, and is consider past-due thereafter. Past-due invoices will accrue interest at a rate of one percent (1%) per month.

Submitted by:



Brandon S. Bias, AICP c/o
John Bricken, PLA
Goodwyn, Mills & Cawood, LLC.
11 North Water Street
Mobile, AL 36604

September 23, 2024
Date

Accepted by:



Ralph Hellmich
Mayor
City of Foley
P.O. Box 1750
Foley, AL 36535


Date