



Exhibit "A"

February 25, 2021

Mr. Gabriel Martin, Ph.D
Economic Development Manager
City of Coachella
53990 Enterprise Way
Coachella, CA 92236
Sent Via Email

Subject: Proposal for Engineering Services on the Rehabilitation of the Bagdouma Park Basketball Courts and Adjacent Retention Basin, Coachella CA

Dear Gabriel:

From on our field review of the Bagdouma Park Basketball Court area, Egan Civil and Heptagon Seven Consulting understands the City is wishing to address the erosion along the eastern slope of the retention basin adjacent to the basketball courts area, replace the basketball surface, provide an ADA path of travel from the pool parking lot to the basketball court and either retrofit or replace the existing site lighting with LED luminaries.

We further understand that the current budget for the proposed work is \$350,000. Based proposed improvements to the basketball court and retention basin area, it appears the current budget may not be sufficient to cover all the desired improvements. It would be our intent to provide a design that covers all desired improvements and set the Contractor Proposal Bid Schedule up to include alternate bid items such as the lighting replacement in the event the main desired improvements come in lower than anticipated. Furthermore, Egan Civil will work with City Staff on any elements that can be preformed by City Maintenance Staff if desired, such as fencing removal, in an effort to maximize the budget.

The following is our proposed scope of work for the Bagdouma Park Remodeling work.

SCOPE OF WORK:

TASK 1: TOPOGRAPHIC BASE MAPPING

Consultant will provide a field topographic survey to collect existing features slightly beyond the proposed improvement limits. The collected feature shall include but are not limited to surrounding street curb and gutter, building footprint, existing utility manholes, valves and above ground structures, irrigation values, top of curb, flow line of valley gutters, walls, all above ground features / structures and other hardscape features.

TASK 2: SITE CONCEPT PLAN

Consultant will prepare a concept plan of the proposed site improvements as noted above. The plan will depict both removals and proposed improvements. This task will also include all coordination with a lighting vendor to develop options on the site lighting retrofit and/or replacement with LED lighting. With the Concept Plan submittal, the Consultant will also provide an Engineer's Estimate to confirm the proposed construction improvements are within the project budget.

TASK 3: SITE IMPROVEMENT PLAN

Consultant will prepare detailed improvement plans in accordance with the approved concept plan. Plans will be prepared on 24"x36" sheets, at an appropriate scale, conforming to the current City standards. Consultant will submit the improvement plans to the City for review at 95% and 100% Mylar Screen check stages. Consultant will provide an electronic (PDF) improvement plan submittal for City review. If requested, hard copies of the plans will be provided to the City for review purposes.

Prior to submittal of this plan package, the plans, specifications, and estimate will undergo through a QA/QC and constructability review to vet out any potential issues with the construction or possible long lead items.

TASK 4: SPECIFICATION AND BID DOCUMENT

Using the City provided "Boilerplate" bid package and project specifications, Consultant shall prepare the technical specifications for each item of work in the Project not sufficiently covered by the Standard Specifications (Greenbook). The Consultant shall also prepare the bid schedule, update any utility relocation requirements for the project, review and modify the traffic control and staging for the project and determine the liquidated damages and working days for the proposed construction work. Specifications will be provided starting with the 95% plan submittal. As noted under the Improvements Plans, prior to submittal of each noted plan package, the plans, specifications and estimate will undergo through a QA/QC and constructability review to vet out any potential issues with the construction or possible long lead items. Consultant will also set the Bid Schedule up with Additive Alternates in an attempt to maximize the amount of work provided within the proposed construction contract.

TASK 5: OPINION OF PROBABLE CONSTRUCTION COSTS

Consultant will prepare an Engineers Estimate of Probable Construction Costs for the proposed improvements based upon the approved preliminary design plans utilizing the current edition of the Caltrans Contract Cost Data Book and recent bid information from area bids for unit costs. The construction cost estimate will be updated at each plan submittal stage including the concept plan.

TASK 6: AGENCY COORDINATION

Consultant will manage project management duties for the duration of the project in order to assure a cost-efficient, quality process. Our staff will effectively coordinate and communicate the project with City Staff and necessary agency partners from inception to final approval. Project Management activities will begin at the project initiation and will not end until construction activities have concluded. Consultant utilizes a hands-on approach to our business and thus our principal will be actively involved for the duration of the project.

TASK 7: SERVICES DURING BIDDING

Consultant will assist the City with the bidding and award process for this project. These services will be performed on a Time-and-Material basis, with an anticipated budget of 6 hours at a rate of \$200 per hour. Activities associated with this task include but are not limited to:

- Bid Support. All key team members will be available to attend a pre-bid meeting.
- Respond to Inquiries. Consultant will respond to bidder inquiries by phone or email.
- Prepare Addenda. Consultant will prepare addenda as requested by the City.
- Review/Recommended Award. Consultant will assist in recommendation for award.

TASK 8: CONSTRUCTION SUPPORT SERVICES

Consultant will assist project staff with construction support services. These services will be performed on a Time-and-Material basis, with an anticipated budget of 16 hours at a rate of \$200 per hour. Upon request from City staff the following will be provided:

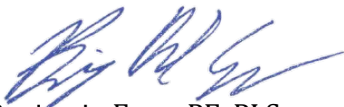
- RFI documentation and response to questions regarding construction documents;
- Periodic site visits during construction, as requested;
- Input from the consultant regarding change orders;
- Final project review to ensure plan conformance; and
- Prepare Record Drawings based on Contractor As-Built plans.

PROJECT FEE:

Task 1	Topographic Base Mapping	\$2,800
Task 2	Concept Plan	\$2,300
Task 3	Site Improvement Plans	\$6,700
Task 4	Specification & Bid Document	\$2,400
Task 5	Opinion of Probable Construction Costs	\$2,200
Task 6	Agency Coordination	\$4,100
Task 7	Assistance During Bidding (T&M)	\$1,200
Task 8	Construction Support Services (T&M)	\$3,200
TOTAL		\$24,900

Thank you for the opportunity to provide you with a proposal on this work. Please review the scope of work and fee and let me know if you have any comments or questions.

Respectfully submitted,



Benjamin Egan, PE, PLS
Principal