



June 27, 2023

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

Subject: Addition Work Request (AWR) #1 for Engineering and Landscaping Services associated with the Avenue 53 Tot Lot, Coachella CA

Dear Dr. Martin:

As requested at our meeting on May 18 to discuss the Avenue 53 Tot Lot improvements, the following is an AWR #1 for the additional engineering and landscape architecture services associated with the Avenue 53 tot lot, following the City's outreach to the local community. We are pleased to provide you with the following Amended Scope and Fee revisions to our original Agreement for Engineering and Landscaping Services for the Avenue 53 Tot Lot dated April 4, 2022.

As noted at the prior mentioned meeting, based on the community outreach, the design team will redesign the full park site to provide new modern playground equipment, abundant shade and site lighting. In addition, to assist with future community outreach and City Council presentations, Consultant has added 3D renderings to our scope of work. Last of all, this AWR will include a couple of Time and Material tasks to assist the City with bidding and construction services.

The following is our proposed scope of services and associated fees for AWR #1. Note the following Task number corresponds to the original scope of services, with the additional scope noted in the task description.

SCOPE OF WORK:

TASK 2: CONCEPT PLAN - UPDATED

Consultant will prepare up to two concept plans for a full renovated park site. The concept plans will show a plan view only of the proposed renovations along with pictures of any proposed playground equipment and park amenities. In addition, Consultant will prepare 3D architectural renderings depicting the proposed playground improvements. Consultant will prepare up to four (4) rendered views of the site. In addition, Consultant will provide two revisions to the renderings for the City's use on the approval of the project. Consultant will use an existing site picture for the background of the rendering.

TASK 3: SITE IMPROVEMENT PLAN - UPDATED

Following City acceptance of the Concept Plan, Consultant will prepare detailed civil, site lighting and landscape improvement plans. 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.

TASK 7: BIDDING ASSISTANCE

Consultant will assist the City with the bidding and award process for this project. These services will be performed on a Time and Material (T&M) basis.

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.

For this task, Consultant has provided a budget which will be invoiced on a Time and Materials at the rates noted in the following section.

TASK 8: POST DESIGN SERVICES

Consultant will assist project staff with construction support services. 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.

For this task, Consultant has provided a budget which will be invoiced on a Time and Materials at the rates noted in the following section.

AWR #1 FEE

Task 2 Concept Plan (Updated)	\$2,500
Task 3 Site Improvement Plan (Updated)	\$2,300
Task 9 Bidding Assistance (T&M)	\$1,500
Task 8 Post Design Services (T&M)	\$3,600
TOTAL	\$9,900

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
Egan Civil, Inc.