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May 25, 2023

Ms. Brianna Greenwood  
Assistant Engineer  
City of Coachella  
53990 Enterprise Way  
Coachella, CA 92236  
Sent Via Email

**Subject: Proposal for Engineering and Landscaping Services for the Bagdouma Park Restroom Upgrades Project, Coachella CA**

Dear Brianna:

Heptagon Seven Consulting is pleased to submit our proposal for engineering and landscape architecture services associated with the replacement of the sports court restroom and installation of a concession stand and restroom building at the soccer fields at the Bagdouma Park in the City of Coachella. Our proposal has been prepared in accordance with the RFP issued by the City for this project.

We understand that the City is using their On-Call Consultant roster for proposals on this project. In addition, the following is our understanding of what the City is proposing for the building installations along with insights on each location. This project will install three new prefabricated structures on the Bagdouma Park site, two (2) restrooms and one (1) concession stand and provide the necessary pedestrian/ADA and parking lot improvements to accommodate the proposed buildings. Per the RFP, the project budget of \$1,329,000 and is funded through the Community Development Block Grant (CDGB). Due to the funding source, all applicable services noted herein will be paid at prevailing wage.

***Sports Court Restroom Replacement***

The City is in the process of completing a sports court renovation at the southern restroom location. For this location, there is an existing AT&T cell tower and building located adjacent to the existing restroom facility. This AT&T building will need to be protected in place during the construction operations for the restroom replacement. From our work on the sports court project, we know that the electrical service for the building is fed from the electrical panel located immediately east of the existing building, which will be replaced with a free-standing electrical meter pedestal.



With most prefabricated buildings, the structure will come out in units, complete with a floor. Therefore, the removal of the existing building will require the removal of the structure and foundation. In addition, the plans will note the replacement of the utility services under the new building footprint. Since the area around the existing restroom facility is decomposed granite (DG) covered, we are not anticipating any new landscaping for this location, only restoration of DG.

***Soccer Field Concession Stand & Restroom Buildings***

Per the RFP, the City would like to install one concession stand and one restroom facility at the west side of the soccer fields. As part of the scope of work for this location, Heptagon Seven would appropriately locate each of the buildings to provide maximum exposure and use for the patrons of the soccer facility while minimizing the overall impact to the site, thus managing the overall project costs.

Spotting of the buildings will require a review of existing electrical services and soccer field lighting location, accessibility to the pedestrian walkway, and accessibility to both sewer and water mains. The parking lot west of the fields sits approximately four to five feet above the play surface, so any building placement parallel with the parking lot would either encroach into the play green space or require modifications to the parking lot. A possible location for the two structures that may minimize the impacts to both the soccer field and parking lot would be closer to the electrical enclosure for the soccer field lighting.



At the soccer field location, Heptagon Seven will coordinate with IID to provide a new electrical service for both buildings. It is assumed that the concession stand and restroom buildings will be located next to each other, with the concession stand building housing the electrical panel and meter for both buildings. In addition, the plans will include the installation of the required water and sewer service connections.

Based on our current experience with prefabricated buildings, it is highly advisable for the City to select the preferred units and acquire those buildings prior to the

bidding of the installation work, as the lead time for delivery can be up to 8 months following placement of the order.

The following is our proposed scope of services and associated fees:

**SCOPE OF WORK:**

**TASK 1: PROJECT MANAGEMENT**

Consultant will manage project management duties for the duration of the project in order to assure a cost-efficient, quality design 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.

Agency Coordination. Consultant will coordinate with appropriate City Department and agencies through regular meetings and direct contact. Concerns and issues expressed by agency representatives will be documented in a database to ensure that expressed concerns are recorded, communicated all interested agency partners, and addressed. Consultant will specifically coordinate with IID early in the design process to ensure a timely delivery of all undergrounding plans.

Quality Control/Quality Assurance. All reports, plans, specifications and other deliverables are reviewed by a dedicated Quality Control Manager prior to submittal to the City. The review of the plans and specifications will also include a constructability review.

**TASK 2: TOPOGRAPHIC BASE MAP**

Consultant will provide a field topographic survey to collect existing features within proposed construction areas. 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. The Consultant will deliver a topographic base file, land base file depicting center, section and right of way lines. Following the gathering and processing of the field topographic data, Consultant will prepare a base map containing information such as parcel lines and underlying easements, if readily available through recorded maps.

**TASK 3: UTILITY RESEARCH AND COORDINATION**

Consultant will review existing utility data available from the City from Record Plan drawings and through requested utility plat information for the park site.

Utility Outreach. Immediately following processing of a Task Order, Consultant will prepare Utility Information Request letters to be sent to various utility companies, along with the base plans, requesting the utility facility maps (“Atlas Maps” and Record drawings) within the project limits. Following receipt of all utility plats, Consultant will field verify, to the extent possible, the accuracy of the existing utility base information.

Utility Base File. Based on the City and utility company provided information, Consultant will prepare a utility base file noting the approximate location of each utility facility on and adjacent to the building sites.

Utility Service Coordination. Following the concurrence on the final project scope of work by the City, Consultant will initiate design coordination activities with those utilities who prepare their own design plans (Imperial Irrigation District (IID), Frontier Communications and Spectrum) for new the underground services. The initiation of the agency designed facilities will be necessary to assist in determining overall project costs as well as to obtain design information on a timely basis for construction activities. Consultant will coordinate with all utility relocation/undergrounding up through the completion of contract documents and plans.

**TASK 4: PREFABRICATED BUILDING COORDINATION**

Consultant shall coordinate with prefabricated building vendors to obtain proposed floorplans and pricing for each of the proposed building structures. In addition, the Consultant will work with each vendor on the possible building enhancements to meet the City’s architectural standards. If the City elects to pre-purchase the prefabricated buildings due to the long lead time for delivery, Consultant will assist with the procurement process.

**TASK 5: CONCEPTUAL SITE PLAN**

Consultant will prepare a combination civil and landscape conceptual site plan. The conceptual plan will depict proposed building locations and other required ADA, parking lot and landscape improvements. Consultant will provide up to two revisions of the concept plan. Concept plans will be provided to the City via PDF, on an 11”x17” sheet format.

**TASK 6: GEOTECHNICAL ANALYSIS**

Consultant proposes to explore the subsurface conditions by drilling three (3) to five (5) hand auger borings to a depth of 6 to 10 feet below existing surface. Undisturbed and disturbed soil samples will be recovered for laboratory testing. Standard Penetration Tests (SPT) in accordance with ASTM procedure D1586 will also be conducted. A staff engineer or geologist will maintain a continuous log of the soils encountered and obtain samples for visual classifications and subsequent laboratory testing.

Laboratory Testing. In-situ samples will be recovered to perform the following:

- Moisture Content & Unit Weight
- Gradation
- Collapse Potential
- Corrosion Potential
- R-Value

The laboratory testing program may be modified based on subsurface conditions encountered.

To summarize the project finding, Consultant will prepare a geotechnical report that describes the work performed, the subsurface soils conditions encountered, and presents the findings of our work, along with professional opinions regarding project design.

The project specific report will address the following:

- feasibility of site for proposed construction;
- identification and mitigation of geologic and seismic hazards, including liquefaction study;
- recommendation for foundation design, including allowable bearing pressures, estimated total and differential settlement;
- recommendation for lateral pressures;
- recommendations for site preparation and engineered fill placement, including a description of the on-site soils and the suitability of these soils for use in compacted fills;
- recommendations for slab-on-grade, including damp proofing or waterproofing interior slabs;
- discussion of the sulfate content of the on-site soils and preliminary recommendations for concrete in contact with soil;
- recommendations for imported fill (if required) for use in backfills; and
- recommendations for preliminary pavement structural sections.

**TASK 7: ARCHITECTURAL RENDERINGS**

Consultant shall prepare 3D architectural renderings depicting the proposed site buildings and landscape. For each location, Consultant will prepare up to three (3) rendered views for a total of six (6) colored renderings for the full project. 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 8: FINAL IMPROVEMENT PLANS**

Based on the City approved Concept Plan, Consultant will prepare precise grading plan for the proposed site improvements, which will include but not be limited to one removed and replaced restroom, one new restroom facility and one new concession stand facility, and sidewalk / ADA and parking lot improvements to accommodate the proposed buildings. The plan will also contain a private utility sheet depicting the private sewer and water connections from the buildings to the water and sewer main facilities. The plan set will consist of a title sheet, removals, grading, miscellaneous details, horizontal control plan, private utility plan and striping plan (as needed). All plans will be prepared utilizing AutoCAD software and at an appropriate scale in conformance with City Standards. Plans will be submitted for City Review via an electronic submittal (PDF file) on 24x36 plan sheets.

**TASK 9: LANDSCAPE PLANS**

Consultant will prepare final landscape showing new plant material, irrigation, construction details and general construction specifications for incorporation into the final bid set. The landscape plans will only include improvements around the proposed restroom and concession stand buildings at the soccer fields.

Irrigation Plans: includes diagrammatic layout at 1" = 20' of landscape irrigation piping, valves, control equipment, sprinkler heads, and related equipment for the irrigation of planted areas, specifically calling out pipe and equipment sizing and types, brand and model. This will also include necessary details for the installation of the system, and coordination with all consultants for conflicts.

Final Landscape Plans: prepare a final landscape plan, which will include plans at a scale of 1" = 20' indicating the location and arrangement of all plant materials.

**TASK 10: COST ESTIMATE**

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 11: SPECIFICATIONS**

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.

**TASK 12: 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 assumes 6 total hours, to be billed Time and Materials at a rate of \$200 / hour.

**TASK 13: 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 assumes 10 total hours, to be billed Time and Materials at a rate of \$200 / hour.



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**PROJECT FEE**

Task 1	Project Management	\$2,800
Task 2	Topographic Base Map	\$2,900
Task 3	Utility Research & Coordination	\$1,900
Task 4	Prefabricated Building Coordination	\$1,600
Task 5	Conceptual Site Plan	\$2,400
Task 6	Geotechnical Report	\$7,000
Task 7	Architectural Renderings	\$2,800
Task 8	Final Plans	\$10,500
Task 9	Landscape Plans	\$2,100
Task 10	Cost Estimate	\$1,200
Task 11	Specifications	\$1,400
Task 12	Bidding Assistance (T&M)	\$1,200
Task 13	Post Design Services (T&M)	\$2,000
<b>TOTAL</b>		<b>\$39,800</b>

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.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brad Donais", is written over a large, stylized blue circular scribble.

Brad Donais, PE  
Principal  
Heptagon Seven Consulting, Inc.