

Bowman

August 22, 2024

Mayor & Council
City of Dacula
P.O. Box 400
Dacula, GA 30019

RE: Job #24-0806
Brookton North Subdivision Asphalt Milling and Paving Improvements Project

Dear Mayor & Council:

Bowman Consulting Group (Bowman) is pleased to offer this Proposal/Agreement for Engineering Design, Bid Phase, and Construction Administration Services for the "Brookton North Subdivision Asphalt Milling and Paving Improvements Project". Bowman will prepare Construction Drawings and Specifications, Bid Documents, and perform Construction Administration Services as described in the project referenced above.

Following discussion with City Staff we have prepared the following Scope of Services.

I. Design Phase\$ 18,000.00

Bowman will utilize Gwinnett County GIS to prepare construction documents (CD's) for the asphalt milling and paving scope for the work. The consultant will walk the streets within the subdivision to identify and mark deep patch milled areas, other milling limits and areas for repaving. Concrete curb & gutter and storm catch basin tops which require repair will also be incorporated into the scope of the project. Preparation of documents and other items included:

- Field Site visits for scope, measurements, and marking with orange paint. Paint and repaint streets as required for bid and Contractor site visits.
- Meet with City to review Engineering Documents and drawings.
- Coordinate with geotechnical engineer for pavement coring's. Evaluate geotechnical coring's and incorporate into drawings.
- Prepare Opinion of Probable Construction Cost (OPCC).

Prepare:

- A) Prepare Asphalt Coring Plan for Geotechnical Consultant to perform Asphalt Coring's and Report. Coordinate with consultant and incorporate results into design.

- B) Demolition Plans to identify asphalt coring results/locations; deep patch milling areas and other milling limits and areas for repaving.
- C) Site layout plans to identify new asphalt pavement areas for deep patch milling and other milling areas.
- D) Site Layout Plans to identify any and all areas for concrete curb & gutter, driveway apron, and storm catch basin top repairs.
- E) Soil and erosion control plans and details.
- F) Construction details.
- G) Specifications.

II. Bid Phase \$ 10,000.00

Bowman will prepare Bid Phase Documents and send to City, Advertisers, and Bidders for bidding the project out for construction. These services include:

- A. Prepare Contract Bid Documents.
- B. Send Drawings and Documents out to prospective bidders.
- C. Prepare advertisement for Bid and send to appropriate advertisers.
- D. Respond to Request for Information during the bid phase.
- E. Prepare addenda as required.
- F. Attend Bid Opening as the Owners Representative.
- G. Evaluate Bids.
- H. Award the Contract.

III. Construction Administration Phase \$ 12,000.00

Bowman will provide construction administration services throughout construction of the project to ensure that the project is being constructed per the contract documents. These services include:

- A. Daily/Weekly Site Visits as needed.
- B. Coordinate with Contractor on construction and/or questions.
- C. Review and respond to RFI's and/or Change Orders, as required.
- D. Review asphalt, concrete, and storm drainage submittals, as required.
- E. Review and approve Pay Applications.
- F. Site Visit and Preparation of Final Punchlist. Coordinate with Contractor for corrections.
- G. Coordinate Project Closeout. Prepare closeout documents and coordinate with Contractor to complete required items.

The Scope of Services of this Proposal/Agreement is limited to those items outlined above. Services of any nature beyond those outlined above shall be performed as an Additional Service on an hourly fee basis per the attached fee schedule, plus reimbursable expenses at cost plus 15%. Invoices are due and payable within thirty days from date of invoice. Bowman Standard Terms and Conditions are attached herewith and become part of this Contract.

If this proposal is acceptable, please sign in the space provided below and return a copy to our office. Upon your acceptance, this document shall serve as our Agreement for Basic Services and our Notice to Proceed. We appreciate the opportunity to serve you again and look forward to working with you. If you have questions or require additional information, please call. We are at your service.

Sincerely,

Bowman Consulting Group



Kevin D. Whigham, P.E., M.ASCE
Civil Engineering, Team Lead

KDW/mrf

P: 24-0406/Admin/24-0404_3125 Superior Dr - Engineering Proposal 04-22-2024

Accepted and Approved By: _____ **Date:** _____

Print Name: _____