



April 1, 2021

Michael Reso, City Manager
City of Diamondhead
5000 Diamondhead Circle
Diamondhead, MS 39525

Re: Proposal for Engineering Services for the Commercial District Transformation Phase I Project

Mr. Reso:

Covington Civil and Environmental, LLC has been selected by the Diamondhead City Council to provide engineering services for the Commercial District Transformation Project. The Commercial District Transformation Project is a multi-phased project which includes building a commercial corridor that will accommodate multiple modes of travel and provide for residential and commercial development. The Transformation Project will connect two distinct parts of the city and provide access to a new town center, enhance internal traffic flows, reduce regional vehicle miles traveled (VMT), and spur commercial development. The project is funded through the Gulf Coast Restoration Fund (GCRF) 2020 and 2021 allocations as well as the City of Diamondhead local match. The total anticipated funding is \$4,200,000.00.

Scope of Work:

Using a complete street approach, Diamondhead envisions a boulevard style roadway that will accommodate multiple modes of travel including bicycles, pedestrians, and golf carts to support mixed-use commercial and residential development. Diamondhead has amended its zoning ordinance to establish a "TC – Diamondhead Town Center District". The amended ordinance included six (6) street types, which will be used as the baseline for the design of this project. Diamondhead has requested the street types be modified as required to construct the project within the existing right-of-way wherever possible. This is a long term, multi-phase project. Phase I of the project will complete surveying, environmental permitting, land acquisition and conceptual design and roadway alignment plans (Tasks 1-4 below) for approximately 4,975 linear feet of roadway shown in Attachment A. In addition, Phase I will complete geotechnical investigations, roadway design plans and specifications, bidding and construction oversight (Tasks 5-8) of approximately 3,400 linear feet of roadway shown in Attachment A.

Tasks:

Task 1 – Topographic and Boundary Surveying: Perform boundary survey of roadway corridor and establish the existing Right of Way. This includes deed research, easements, and all necessary field work of the existing parcels. Perform a topographic survey of the proposed roadway corridor for use in the development of roadway design plans (Tasks 2 and 6). The survey will include cross-sections at least every 50' and include any existing features within the corridor, including existing roadways, buildings, utilities, sidewalks, fencing, and drainage structures.

Task 2 – Preliminary Design and Conceptual Roadway Alignment Plan: Prepare alternatives for

the City of Diamondhead to consider and stake said alignments in the field for a preliminary alignment review. (Limited to 3 Alignments). Based on preliminary discussions with the City of Diamondhead, the intent is to design the roadway corridor within the existing right of ways of Park Ten Drive, Leisure Time Drive and Alapai Drive. Covington will coordinate with the Orion Planning Group on the street type section and roadway alignment. Additionally, Covington will coordinate with utility providers (power, water, and sewer) to identify any potential utility conflicts prior to the City of Diamondhead selecting a roadway alignment.

Task 3 – Permitting: Based on the approved alignment identified in task 2 above, Covington will prepare a Nationwide Permit 14 (Linear Transportation Crossings) Pre-Construction Notification/Application and request authorization of filling of up to ½ acre of jurisdictional wetlands. Services included:

- Preparation of a Joint Application & Notification form (Joint Application) to the Mississippi Department of Marine Resources (MDMR). MDMR will review the Joint Application and Notification and forward to the U.S. Army Corps of Engineers (USACE).
- Supporting documentation for the Joint Application and Notification including:
 - A descriptive narrative of the Diamondhead Commercial District Transformation Phase I project, including maps and conceptual engineering drawings;
 - An impact assessment;
 - A Coastal Zone Management Act consistency determination (CZCD);
 - If applicable, a Mitigation Plan, Wetland Rapid Assessment Procedure Evaluation;
 - Engineering drawings including a plan view depicting wetland boundaries, and a typical cross section of fill in the wetland;
 - The Preliminary Jurisdictional Waters Determination will be appended to the Joint Application.
- Completing a field visit to flag the jurisdictional wetlands and to prepare a Jurisdictional Waters Determination Memo;
- A Traditional Navigable Waters review for areas that meet wetland criteria (hydric soils, hydrophytic vegetation, wetland hydrology) to determine if they are connected to a Traditional Navigable Water or currently regulated tributaries.
- A meeting with the MDMR/USACE to provide an overview of the project and the application.

Task 4 – Land Acquisition Support Documents: Based on the approved alignment identified in Task 2 above, Covington will prepare appraisals, land acquisition and/or easement documents for the proposed roadway corridor. Based on discussions with the City of Diamondhead it is anticipated land acquisition support documents will be required on twelve (12) parcels. We will prepare each land document and stake the proposed corners in the field (1 time) for the City and landowner to review. If no changes are made to the document, we will pin the corners and prepare a final survey to be recorded in the courthouse.

Task 5 – Geotechnical Investigations: For the proposed alignment identified in Task 2 above, the Covington team will drill seven soil borings to depths of 10 feet. In addition, up to seven Dynamic Cone Penetration Tests (DCPTs) will be performed to a depth of 4 feet. The borings will be performed with a Geoprobe® rig with a Macro-Core® (MC5) sampler or by SPT sampling. All samples will be preserved in moisture proof containers prior to laboratory testing. The borings will be backfilled and/or

grouted upon completion of drilling operations in accordance with the laws of the state of Mississippi. Each DCPT will be advanced with handheld equipment to 4-ft depths. The DCPTs will be performed in accordance with ASTM D6951. Samples obtained from the borings will be subjected to soil mechanics laboratory tests.

Task 6 – Roadway Design Plans and Specifications: Based on the approved alignment identified in Task 2 above, Covington will prepare roadway design and utility plans and specifications for approximately 3,400 linear feet of commercial roadway identified in blue in attachment A. Plans will include quantities, plan/profile sheets, typical sections, cross sections, parking, landscape, sidewalks, lighting plan, utility plan and any standard details necessary for approval by the City of Diamondhead. The proposed plans will be based on the approved alignment in Task 2 and approved roadway sections through coordination with the City of Diamondhead and Orion Planning. After 30% plans are complete a field review will take place and we will stake the proposed alignment and proposed right of way prior to moving into final design.

Task 7 – Bidding: After the permits have been granted and the bid documents finalized, Covington will assist the City in issuing the bid documents for bidding. Covington will hold a pre-bid conference for potential contractors, will address questions raised by contractors, will prepare any necessary addendums, and will open submitted bids on bid date. Covington will then tabulate the bids, review contractor qualifications, and assist the city with contractor selection. Covington will assist the City in entering into a contract with the selected contractor and issuing a Notice to Proceed.

Task 8 – Construction Engineering and Inspection: During construction, Covington will provide construction engineering services to include site visits, monthly project progress meetings, reviewing progress schedules, reviewing shop drawings and construction submittals, reviewing contractor pay requests, and recommending payment to owner, reviewing and addressing contractor requests for information and issuing any necessary changes through work directives and/or change orders. Additionally, Covington will furnish an on-site project inspector to inspect performance of the work of the contractor in compliance with the approved plans and specifications. Through more extensive on-site inspections of the Contractor's work in progress and field checks of materials and equipment by the resident project inspector, Covington shall endeavor to provide further protection for the City against defects and deficiencies in the Work; but the furnishing of such services will not make Covington responsible for or guarantee the Contractor's performance. Covington or its representatives shall not undertake any of the responsibilities of the Contractor, subcontractors or the Contractor's superintendent.

Covington proposes to provide these professional services outlined in Tasks 1-8 above for a fee of \$620,000.00 as shown in the fee schedule below.

FEE SCHEDULE		
Task 1 - Topographic and Boundary Surveying	\$	63,000.00
Task 2 - Conceptual Roadway Alignment Plan	\$	34,500.00
Task 3 - Permitting	\$	15,500.00
Task 4 - Land Acquisition Support Documents	\$	60,000.00
Task 5 - Geotechnical Investigations	\$	10,500.00
Task 6 - Roadway Design Plans	\$	182,000.00
Task 7 - Bidding	\$	9,500.00
Task 8 - Construction Engineering and Inspection*	\$	245,000.00
Total =	\$	620,000.00

*Task 8 is based on a 12-month construction schedule

We appreciate being given the opportunity to provide you with this proposal. Please do not hesitate to contact me if you have any questions concerning this proposal.

Best regards,
Covington Civil & Environmental, LLC



Principal Engineer

ENCLOSURES

ACCEPTED:

Authorized Representative

Date