



Roberts Civil Engineering Municipal Team

Additional Service Proposal #1

to

Effingham County 2022 LMIG Support and CM Services Project

October 5, 2022



ROBERTS
CIVIL ENGINEERING

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Ms. Angela Stanley
Effingham County
804 South Laurel Street
Springfield, Georgia 31329

Re: Add Service Proposal #1 to 2022 LMIG Support and CM Services Project

Dear Ms. Stanley,

The Roberts Civil Engineering Municipal Team is pleased to submit this Add Service Proposal to Effingham County for the Design and Construction Administration of the Driveway Improvements at your Sand Hill Sports Complex. We appreciate this additional opportunity to serve Effingham County.

We are prepared to commence Design Phase Services immediately upon your authorization to begin.

My Team and I look forward to meeting with you at your convenience to discuss how we can best serve Effingham County.

Sincerely,

A handwritten signature in dark ink, appearing to read "Johnathan Roberts".

Johnathan Roberts, P.E.
President

PROPOSED WORK PLAN

Planning, Design, Specification

Upon your authorization to begin, the Roberts Civil Engineering Municipal Team will meet with representatives of the Effingham County Parks and Landscape Department and with you to define and study the Driveway access and egress issues at the Sports Complex, and will work to design an appropriate solution. Upon County approval of a Design Concept, we will generate a basic Design for the necessary improvements.

Contract Document Packaging

It is our understanding that the improvements at the Sports Complex will be contracted for and constructed as part of our existing 2022 LMIG Project, and that it is the County's intention for our 2022 LMIG Project Contractor, McLendon Enterprises, Inc., to be included on the Sports Complex Team. We will oversee and manage the process of adjusting McLendon's existing 2022 LMIG Agreement to incorporate the scope of these improvements.

Construction Management

The Roberts Civil Engineering Municipal Team will provide comprehensive Construction Management services during the Sports Complex Driveway improvements. RCE will plan and lead pre-construction planning meetings, plan and lead weekly onsite meetings with all stakeholders, provide RFI review and responses, facilitate scheduling and access coordination, provide and document weekly site quality control inspections, evaluate Contractor pay requests, review Contractor materials testing results, conduct final punch list inspections, and support final project close-out approvals. The RCE team understands the vital importance of clear and open lines of communication between Effingham County staff, the Construction Management team, and the Contractor. RCE will provide the documentation of the weekly onsite meetings and weekly site quality control inspections necessary to keeping the Contractor successfully on schedule. RCE will proactively address unforeseen challenges. Ensuring the success of the Project for the Residents of Effingham County is our mission.

