



# COLEMAN ENGINEERING COMPANY

CIVIL ENGINEERING • GEOTECHNICAL ENGINEERING • SURVEYING

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October 19, 2023

Mr. Eric Buckman, City Manager  
City of Gladstone  
1100 Delta Avenue  
Gladstone, MI 49837  
Email: [ebuckman@gladstonemi.org](mailto:ebuckman@gladstonemi.org)

Re: Professional Engineering Services  
Pickleball Court Design and Construction Assistance

Dear Mr. Buckman:

Coleman Engineering Company (CEC) appreciates the opportunity to submit our proposal for professional engineering services for the upcoming pickleball court project at the Gladstone Sports Park in the City of Gladstone (City).

It is our understanding that the City, along with Gladstone Area Pickleball, is planning to construct an eight court pickleball complex in the Gladstone Sports Park. Court surface will be concrete, with asphalt or concrete walkways between the courts. Existing gravel parking lots will be utilized.

CEC will undertake the following tasks to complete this project.

#### Design Phase:

- Meet with the City and Gladstone Area Pickleball representatives to finalize the project scope and delivery schedule.
- Perform a topographical survey of the proposed project site in the Gladstone Sports Park.
- Prepare a plan set with sufficient detail to construct the pickleball courts; this will include detailed grading of the entire complex.
- Assist the City and Gladstone Area Pickleball to obtain and evaluate quotes for the work.
- Assist the City with obtaining a Soil Erosion and Sedimentation Control permit.

#### Construction Phase:

- A Michigan Professional Engineer will make a minimum of four site visits during construction to answer questions and ensure conformance with the plans.

- Provide one-time construction staking of the court layout. This staking will include four vertical elevation benchmarks for contractors use during construction.
- Provide construction materials testing for the project. We have assumed three trips for soils density testing and four trips to perform concrete testing.

Assumptions:

- Soil erosion inspections will be performed by others.
- Geotechnical investigations will not be required.
- Bidding services are not included.
- Clearing and rough grading will be completed by the City of Gladstone.
- Permit fees are the responsibility of others.
- Pavilion/rest area and electrical design is not included.

Fee:

CEC proposes to provide the above referenced professional engineering services on a time and materials basis for a not-to-exceed fee of \$28,000.

Should you accept our proposal, please contact our office and a corresponding Work Order will be provided to you. Once again, we would like to thank the City of Gladstone for this opportunity.

Sincerely,  
COLEMAN ENGINEERING COMPANY



Scott Nowack, P.E.  
Project Manager

SN/mab