



Cost Proposal for Legion Park Master Plan

City of Grand Rapids | August 28, 2025

Contact:

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As requested, please find enclosed our cost proposal, which includes estimated hours by major task and a detailed breakdown by individual team member. Bolton & Menk will provide the outlined scope of services for an estimated fee of \$124,729. All work will be billed according to our standard hourly rates, and we will not exceed the proposed estimate without prior written authorization from the city.

Please note that Bolton & Menk does not charge for routine travel or incidental expenses unless such costs fall outside the defined scope of work. We consider these standard business expenses and do not pass them on to our clients. We sincerely appreciate the opportunity to submit a proposal for the Legion Park Master Plan and are excited about the chance to help shape the future of this important community asset. We recognize the significance of this generational opportunity and look forward to the potential collaboration with the City of Grand Rapids and GREDA to bring this vision to life. If you have any questions or would like to discuss our proposed fee or approach in more detail, please don't hesitate to reach out. We would be happy to provide any additional information or clarification needed.

Scope Adjustment Considerations

To support cost-saving efforts, the city and GREDA may consider shifting GREDA meetings and identified focus groups from in-person to virtual formats. We are happy to accommodate this adjustment and can provide an updated fee estimate upon request. Additionally, should you wish to expand the engagement program during the project, we have included a la carte pricing for optional meetings and engagement opportunities below. We would be glad to discuss incorporating any of these into the project scope at your request:

- Advisory Team Meeting (Virtual): \$800
- Core Team Meeting (Virtual): \$400
- Pop-Up (in-person, two team members in attendance): \$2,500
- Open House (in-person, two team members in attendance, with presentation): \$3,000
- Focus Group Session (in-person, two team members in attendance): \$3,500

		Bolton & Menk, Inc.												
		Core Project Team					Technical Advisors-Subject Matter Experts							
Task No.	Work Task Description	Project Manager/Lead Landscape Architect	Principal-in-Charge	Client Service Manager	Landscape Designer	Planning and Engagement Lead	Parks and Recreation Funding Strategies	Public Engagement	Trail and Bike Facilities	Water Access and Shoreline Facilities	Athletics and School Facilities	GIS Support	Total Hours	Total Cost
1.0	Project Management and Recurring Meetings	48	8	6	18	20	1	0	0	0	0	0	101	\$18,360
2.0	Phase 1: Analysis and Evaluation	82	4	0	78	55	0	12	4	4	4	22	265	\$45,556
3.0	Phase 2: Planning and Recommendations	123	29	0	175	24	6	0	3	3	3	14	380	\$60,813
Total Hours		253	41	6	271	99	7	12	7	7	7	36	746	
Average Hourly Rate		\$178.00	\$195.00	\$235.00	\$132.00	\$216.00	\$150.00	\$172.00	\$215.00	\$200.00	\$245.00	\$150.00		
Subtotal		\$45,034	\$7,995	\$1,410	\$35,772	\$21,384	\$1,050	\$2,064	\$1,505	\$1,400	\$1,715	\$5,400		
Total Not-to-Exceed Fee														\$124,729