



Goodwyn Mills Cawood

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March 31, 2025

Danny Roberts
City Manager
City of Loganville, GA

Sent via email: droberts@loganville-ga.gov

REFERENCE: PROPOSAL FOR PROFESSIONAL SERVICES

PROJECT: LOGANVILLE TODDLER PARK

Danny,

Goodwyn Mills Cawood, LLC (GMC) sincerely appreciates the opportunity to present this proposal to provide Professional Architectural Services for the City of Loganville, Georgia.

This proposal is a result of our discussions based on our previous meetings. The following is an understanding of the scope of services, related fees, and schedule for this project.

Project Description

It is our understanding that the City of Loganville would like to construct exterior and site improvements to the Loganville Toddler Park, located at 157 C S Floyd Rd. Redesign of existing .3-acre toddler park to include enhanced amenities and inclusive playground elements. It is our understanding the design will be for the city's use to obtain contractor bids for the construction of the project. The design will be based on the project elements shown in the GMC Concept Plan (attached).

Project Elements:

- Relocated Shade Structures
- Hardscape
- Landscape
- Site furnishings
- Playground Structure (product spec.)
- Accessible Merry-go-round (product spec.)
- Play mound
- Seating Area
- Light Fixtures

Project Team

Main Point of Contact/PM	Sam Serio, PE, LEED AP
Landscape Architecture	Matt Mitchell, PLA, LEED AP

SCOPE OF SERVICES

Topographic Survey: GMC will prepare a field run topographic survey of the subject property, located at 157 C S Floyd Rd. The scope of Topographic Surveying scope is as follows:

- Location of Storm Sewer Systems; rim and inverts of accessible manholes, catch basins, drop inlets, curb inlets, headwalls, flared end sections, and other drainage structures, and pipe sizes and materials, if accessible and surface evident
- Location of Sanitary sewer systems; manhole rims and inverts, pipe sizes and materials, if accessible and surface evident



- Location of valves, meters, and other gas main appurtenances, if accessible and surface evident
- Location of valves, meters, hydrants, and other water main appurtenances, if accessible and surface evident
- Horizontal location of overhead electric lines, telephone lines, and appurtenances
- Location of underground utilities delineated per markings
- Location of fences, walls, slabs, and materials of which they are constructed
- Location of existing signs
- Location of existing trees identified as ornamental or 6" (diameter at breast height) in size or larger
- Vertical Datum (NAVD 88)
- Contour interval will be 2 foot
- Scope of Services does NOT include the following:
 - Determination of depth, and pressure of water, force main, or gas mains
 - Determination of size & depth for electric, phone, and cable lines
 - The determination of overhead utility wire height, voltage, or use
 - Construction staking for improvements
 - Proposed easement or right-of-way staking
 - Boundary surveying

Design Development: With comments from the Schematic Design all elements will be developed further and presented for your review. Projected costs estimates will be provided at this time for budgeting purposes. (1 meeting)

Construction Documents: With comments made from the Design Development phase we will prepare plans & specifications required for pricing and construction.

Deliverables are:

- 60% Construction Drawings
- 100% Issued for Construction Drawings

Drawings and Specifications for the following:

- Site Layout and Materials
- Hardscape
- Site Details
- Planting
- Irrigation (performance specifications)
- Grading and Erosion Control Plan

Bidding: Utilizing the City approved Construction Documents, the following are tasks associated with the bidding phase of project development:

- Bid Document package, including construction plans, specifications, bidding details and bid cost worksheet
- Provide a bid advertisement document
- Respond to questions from bidders
- Prepare addenda as needed
- Coordinate and attend the bid opening and review bids for award
- Review the bids and the qualifications of the lowest bidder
- Preparation of a bid recommendation letter



Construction Administration: Construction phase is budgeted to be 4 months (from contractor contract preparation through final project closeout). Should the construction phase extend beyond 4 months, the cost per month amount will continue until final project closeout.

Following are tasks associated with the construction phase of project development:

- Preparation of the Contract Agreement between the City and the selected contractor
- Coordination of the pre-construction meeting
- Provide responses to questions during the construction phase, as needed
- Coordination with Contractor and Owner
- Review shop drawings and RFI's
- Review and approve Contractor's pay applications
- Periodically review Contractor's operations
- Coordinate and conduct final inspection and prepare final punch item list
- Process project's close out documents

Assumptions/Items not Included:

1. Structural, Geotechnical, Mechanical, Electrical, and Plumbing is not included.
2. Environmental and Flood Study Services aren't included.
3. Disturbed area is less than 1 acre, NPDES Permitting is not included.
4. Detention or Water Quality Evaluation Design is not included.
5. Full time inspection of civil work is not included.
6. Signage/electrical/site lighting design is not included.
7. Construction materials testing, not included.
8. Any off-site infrastructure required, not included.
9. Meetings other than Bidding and Construction Administration assumed to be virtual.

SCHEDULE

Anticipated schedule from Notice to Proceed:

- | | |
|--------------------------|-------|
| • Topographic Survey | 1 mo. |
| • Design Development | 1 mo. |
| • Construction Documents | 2 mo. |
| • Bidding/Procurement | 2 mo. |
| • Construction | 4 mo. |

COMPENSATION

Compensation for work performed shall be billed on a lump sum basis (see breakdown below). Once per month during the existence of this contract, GMC shall submit to the City an invoice for payment based on the percentage complete of the work performed for the Project through the invoice period.

<i>PHASE</i>	<i>FEE</i>
Topographic Survey	\$ 4,000
Design Development	\$ 5,000
Construction Documents	\$ 24,000
Bidding	\$ 4,000
Construction Administration	\$ 15,000
Total	\$ 52,000

Reimbursable Expenses

Expenses directly related to the Project will be reimbursed by the Owner, and are included in the compensation outlined above. This includes normal reimbursable expenses include costs associated with travel, as well as costs of reproduction (for progress prints and final documents for Owner and), and communication (postage, delivery, and handling of documents).



Payment Terms

Professional services will be invoiced monthly in accordance with the status of the work. Payment is due 30 days from the invoice date, and is consider past-due thereafter. Past-due invoices will accrue interest at a rate of one percent (1%) per month.

LIABILITY INSURANCE

GMC maintains Workman's Compensation, comprehensive commercial general liability, and professional liability (E&O) insurance coverage. A copy of our insurance certificate is available upon request.

AGREED REMEDY

To the fullest extent permitted by law, the total liability, in the aggregate, of Goodwyn Mills Cawood, LLC (GMC) and its officers, directors, employees, agents, and consultants to City of Loganville, GA and anyone claiming by, through or under City of Loganville, GA, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to GMC's services, the Project or this Agreement, from any cause or causes whatsoever, including but not limited to, negligence, strict liability, breach of contract or breach of warranty shall not exceed the total compensation received by GMC under this Agreement.

WAIVER OF CONSEQUENTIAL DAMAGES

Neither City of Loganville, GA nor GMC, shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of, or connected in any way to the Project or this Agreement. This mutual waiver includes, but is not limited to, damages related to loss of use, loss of profits, loss of income, loss of reputation, unrealized savings or diminution of property value and shall apply to any cause of action including negligence, strict liability, breach of contract and breach of warranty.

If this proposal meets your approval, please signify by adding your signature below and sending back to me. We look forward to working with you on this project.

Authorized by:

Name

Signature

Date

Many thanks,

GOODWYN MILLS CAWOOD, LLC

Sam Serio, PE, LEED AP
VP, Engineering

GOODWYN MILLS CAWOOD, LLC

Matt Mitchell, PLA, LEED AP
VP, Georgia Landscape Architecture

Attachments:

- 1) GMC Standard Hourly Rates
- 2) Loganville Toddler Park Concept Plan



2025
Standard Rate and Fee Schedule

Standard Hourly Rates

Executive Vice President	\$ 305.00
Senior Vice President	\$ 285.00
Vice President	\$ 265.00
Senior Professional (Architect, Engineer Regional Technical Leader, Surveyor, Interior Design, Scientist, Project Manager)	\$ 260.00
Professional III (Architect, Engineer Design Manager, Surveyor, Interior Design, Scientist, Project Manager)	\$ 240.00
Professional II (Architect, Engineer State Technical Leader, Surveyor, Interior Design, Scientist, Project Manager)	\$ 220.00
Professional I (Architect, Engineer Design Coordinator, Surveyor, Interior Design, Scientist, Project Manager)	\$ 200.00
Senior Professional Staff (Architect, Project Engineer, Interior Design, Scientist, Assistant Project Manager)	\$ 165.00
Professional Staff III (Architect, Project Professional, Interior Design, Scientist)	\$ 150.00
Professional Staff II (Architect, Staff Professional, Interior Design, Scientist)	\$ 135.00
Professional Staff I (Architect, Interior Design, Scientist)	\$ 120.00
Senior Technical (Technical Spec., Contract Spec., CADD Tech., Designer, Drafting, CA, ROW, Inspector)	\$ 165.00
Technical III (Contract Spec., CADD Tech., Designer, Drafting, CA, ROW, Inspector)	\$ 150.00
Technical II (Contract Spec., CADD Tech., Designer, Drafting, CA, ROW, Inspector)	\$ 125.00
Technical I (Contract Spec., CADD Tech., Designer, Drafting, CA, ROW, Inspector)	\$ 100.00
Intern II (Architecture, Engineering, Survey, Interior Design, Environmental Sciences)	\$ 90.00
Intern I (Architecture, Engineering, Survey, Interior Design, Environmental Sciences)	\$ 75.00
Executive Administrative Assistant	\$ 120.00
Administrative Assistant II	\$ 100.00
Administrative Assistant I	\$ 80.00
Field Survey:	
Survey Crew (four-man survey crew)	\$ 350.00
Survey Crew (three-man survey crew)	\$ 280.00
Survey Crew (two-man survey crew)	\$ 210.00
Field Tech III	\$ 120.00
Field Tech II	\$ 95.00
Field Tech I	\$ 75.00

Reimbursable Expenses

Travel Expenses	
Vehicle Transport	\$0.70 per mile
Travel/ Meals/ Lodging	Cost
Other Out-of-Pocket Expenses	Cost plus ten percent
Sub-Consultant/ Sub-Contractors	Cost plus five percent
Sub-Consultant/Sub-Contractors reimbursable expenses	Cost plus five percent
Printing & Shipping	
Out of house reprographic services	Cost plus ten percent
In-House B&W reprographic services (small format)	\$0.10/ sheet (8.5 x 11)
	\$0.15/ sheet (11 x 17)
In-House Color reprographic services (small format)	\$0.10/ sheet (8.5 x 11)
	\$0.15/ sheet (11 x 17)
In-House B&W reprographic services (large format)	\$0.15/ sf
In-House Color reprographic services (large format)	\$0.20/ sf
GPS equipment	\$250.00 per day

