



December 19, 2024

Gerald Smith
City of Madison
100 Hughes Road
Madison, AL 35758

Re: Proposal for Professional Services for Additional Parking at Toyota Field in Town Madison

Mr. Johnson,

Mullins, LLC (Mullins) is pleased to provide our services on the above referenced project within the following Scope of Work:

Construction Plans

Mullins will prepare a site plan construction package for the civil site work at the proposed site. This will be based on the layout provided by Mullins, LLC. The Site Plan package will meet the requirements of the city, and will include a Site Layout Plan, Grading and Drainage Plan, Erosion Control Plan, Sanitary, and Construction Details. Scope of work for this project does not include geotechnical assessment and/or analysis, flood plain development permitting, and stormwater permitting or monitoring. . However, Mullins will provide site drawings and files needed in coordination for such efforts.

Mullins will work with the City of Madison and local utility providers on the commercial site plan submittal and approval process. This process will include initial submittal, review meetings, revisions, resubmittal, etc. Mullins will avail its staff for meetings with City and Utility officials as needed throughout the submittal and approval process and will prepare necessary exhibits to accompany such meetings. CLIENT will be responsible for all submittal, review, and permit fees.

Landscape Plan

Mullins will prepare design and construction drawings for the full landscaping of the project. Improvements described in this package will serve to complete the open spaces of the project and enhance its overall aesthetic. An irrigation spec for level of service/coverage will be included with the landscape plans, though a full irrigation design package is not included in this scope.

Photometric Plan

Mullins will prepare a photometric plan for the project. The photometric plan does not include a power distribution plan or the pole foundation plan. However, Mullins will provide site drawings and files needed in coordination for such efforts.

Advertising, Bidding, and Award

Mullins will assist City of Madison in the preparation of the specifications and bid documents. Mullins will support pre-bid meetings with prospective contractors and provide clarifications as needed. Mullins will review bids, as they pertain to civil and landscape work and will provide recommendations to the City of Madison.

Contract Administration (CA)

Mullins will assist City of Madison in overseeing the civil construction to ensure conformity to construction documents and specifications. Mullins will only provide periodic observation of the site at milestones, and as requested, for clarifications to the construction documents.

Fee & Billing

Mullins will perform the services outlined herein for fees as indicated above:

Site Plans/ Civil Construction Plans	\$24,650.00
Landscape Plan	\$5,200.00
Photometric Plan	\$7,150.00
Advertising, Bidding, and Award	\$1,500.00
Contract Administration	<u>\$5,000.00</u>
Total Fixed Fee	\$43,500.00

Mullins will invoice monthly based on percentage of completeness. Payment will be due on Net-30 terms. Final, approved plans will be delivered to the CLIENT in digital format (PDF, AutoCAD DWG).

Mullins, LLC is honored to be considered for this project and we look forward to working with you. If the above terms are acceptable, please sign below and return to us.

Sincerely,



Jeff Mullins PE
President
Mullins, LLC

Acceptance