

PROPOSAL FOR SERVICES

2022 Drainage Projects

Prepared for:

Attn: Dwight Dempsey
Golden Eagle Home Owners' Association (HOA)
3044 Golden Eagle Drive
Tallahassee, FL 32312

1/14/2022



JIM STIDHAM & ASSOCIATES, INC.
547 N. MONROE STREET, SUITE, 201
TALLAHASSEE, FL 32301
TELEPHONE: 850-222-3975

INTRODUCTION

Per your request, Jim Stidham & Associates, Inc. (JSA) has developed this cost proposal to provide engineering design of drainage conveyance at three sites within Golden Eagle Subdivision: Bob O' Link cul-de-sac, Cobb Dr/Gate Dr., and Hawick Lane. All work will be overseen by a Professional Engineer and include all communications with client and regulatory/governmental agencies.

SCOPE OF WORK

This proposal has been prepared based on JSA's understanding of the scope of work. The scope of this project is to provide engineering services for three stormwater drainage renovations within Golden Eagle Subdivision. The first site is located at Bob O' Link cul-de-sac, where a curb inlet is proposed to connect via utility easement to the existing drainage network. The second site is located at Hawick Lane, where a curb inlet is proposed to connect under St. Stevens Drive to the existing drainage network at the intersection of Glen Abby Drive. The third site is located at Cobb Dr. and Gate Dr. where a doghouse manhole is proposed.

JSA will develop a set of 90% plans for each of the three locations to facilitate permitting and bidding. These plans will be based on information obtained in the field by A.D. Platt Surveyors (sub-contracted). Prior to initiating permit applications with the County, JSA will submit the plans to the Golden Eagle HOA representative to review and provide comments. From preliminary discussions with the County, these projects will require a Type B – High Environmental Management Permit (EMP). As part of this permitting, JSA will be required to provide stormwater modeling to show the proposed components will function as intended. For this proposal, JSA has included modeling of the proposed structures, stormwater capture area, and the point of connection to the existing system. If the County requires modeling into the existing system, this will be billed on a Time and Materials basis, based on an estimate provided by JSA to Golden Eagle HOA at that time. JSA will not proceed with modeling until the HOA provides written approval of additional costs. Please note, permitting fees are not included in this proposal.

Following county approval, JSA will develop a bid package and solicit contractors. JSA has also included a Task for construction oversight of both projects. Construction oversight includes site inspections of work completed and updates to the Golden Eagle HOA. Inspections will also provide insight into the work completed in relation to the payment requested by the Contractor. For this task, JSA will conduct a site visit and take photos of completed work while also discussing progress with the contractor to determine potential issues, timeframes, and progression. This information will be relayed back to the HOA. Since the project timeframe and progression of work is currently unknown, JSA has developed a cost per site visit for this Task.

ESTIMATED COST

The total cost for professional services described herein has been provided below and will be billed as shown in the summary table below. Invoices will be submitted on a monthly basis, payments not received within 45 days of invoice will result in cessation of work. Past due invoices are subject to finance charge at 1.5% compounded monthly. Additional services that may be required for this project, but not included in this proposal will be charged utilizing JSA unit rates applicable at the time of negotiation. No additional work will be performed by JSA without written approval of the client.

Task	Description	Estimated Cost	Billing Type
Task A	Survey/ Draft Drawings	\$ 10,489.00	Lump Sum
Task B	Leon County Permitting/ Modeling	\$ 7,830.00	Lump Sum
Task C	Contractor Procurement	\$ 3,460.00	Lump Sum
Task D	Construction Oversight	\$ 540.00	Time and Materials
Total		\$ 22,319.00	

CLIENT RESPONSIBILITIES

The client will be required to supply the following information:

- Written notice to proceed (Client Service Agreement, attached)
- Site Access upon request
- Review and Feedback of Conceptual Design

ITEMS NOT INCLUDED IN THIS PROPOSAL

The following items have not been included within this proposal:

- Permitting Fee for the EMP Application to the County
- Any services not specifically mentioned within this Proposal

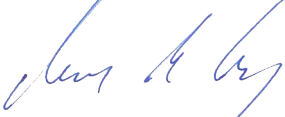
TERMS AND CONDITIONS

The cost estimates provided in this report are the best estimates based upon JSA's experience in performing this type of work as applied to the limited knowledge available for this site. It is our opinion that these estimated costs are those that may reasonably be expected. However, there is no way to be sure of the actual conditions that may be encountered as work progresses. The owner/person responsible will be informed in advance of work being performed if such work will cause costs to exceed the estimated cost.

If you have any comments or questions please feel free to contact me at the office at (850) 222-3975.

Respectfully,

Jim Stidham & Associates, Inc



Anthony M. Holley, P.E.

Principal Engineer

Cost Breakdown by Task

Project 2022 Drainage Projects
Location Golden Eagle Subdivision



Task A Survey/ Draft Drawings

- Scope**
- Location and Topography survey of easement and roadway at Bob O' Link Court;
 - Location and Topography survey of roadway from Hawick Lane to Glen Abby intersection;
 - Location Survey of roadway at Cobb Dr. and Gates Drive
 - Creation of Base Maps and Draft Figures for the purpose of permitting and construction;

Jim Stidham & Associates, Inc.

Description	Rate	Hrs.	Cost
Principal Engineer/Geologist	\$ 175.00	4	\$ 700.00
Senior Engineer/Geologist	\$ 155.00		\$ -
Professional Engineer/Geologist	\$ 135.00	12	\$ 1,620.00
Staff Engineer/Geologist	\$ 110.00	20	\$ 2,200.00
CADD/Computer Tech	\$ 78.00	40	\$ 3,120.00
Direct Cost Subtotal			\$ 7,640.00

Jim Stidham & Associates, Inc. (Equipment Fees)

ITEM Description	Unit Rate	Units	Rate Period	Cost
Direct Cost Subtotal				\$ -

Subcontracted Fees

Description	Quoted	Multiplier	Cost
Survey by A.D. Platt	\$ 2,590.00	1.1	\$ 2,849.00
			\$ -
Subcontracted Subtotal			\$ 2,849.00

Additional **Total Cost for Task A \$ 10,489.00**

Cost Breakdown by Task

Project 2022 Drainage Projects
Location Golden Eagle Subdivision



Task B Leon County Permitting/ Modeling

- Scope** - Stormwater analysis from catchment areas to the point of discharge at existing structures;
- Environmental permitting of proposed sites (EMP only);
 - Response to county comments;
 - Finalize Permit Drawings and application package for proposed sites;

Jim Stidham & Associates, Inc. (Labor Fees)

Labor Category	Rate	Hrs.	Cost
Principal Engineer/Geologist	\$ 175.00	2	\$ 350.00
Senior Engineer/Geologist	\$ 155.00		\$ -
Professional Engineer/Geologist	\$ 135.00	12	\$ 1,620.00
Staff Engineer/Geologist	\$ 110.00	32	\$ 3,520.00
CADD/Computer Tech	\$ 78.00	30	\$ 2,340.00
Direct Cost Subtotal			\$ 7,830.00

Jim Stidham & Associates, Inc. (Equipment Fees)

ITEM Description	Unit Rate	Units	Rate Period	Cost
Direct Cost Subtotal				\$ -

Other Fees

Description	Quoted	Multiplier	Cost
			\$ -
Total Cost			\$ -

Total Cost for Task B \$ 7,830.00

Additional Notes

- Additional time and materials cost will be required should Leon County require modeling of the existing drainage system.
- Permitting costs only cover EMP costs; if additional permitting is required, additional costs may be incurred with HOA approval.

Cost Breakdown by Task

Project 2022 Drainage Projects
Location Golden Eagle Subdivision



Task C Contractor Procurement

- Scope**
- Bid package for proposed projects (together or separate);
 - Solicitation for bids;
 - Review for errors or omissions and recommendations to HOA;
 - Facilitation of completion of a contract between HOA and selected contractor;

Jim Stidham & Associates, Inc. (Labor Fees)

Labor Category	Rate	Hrs.	Cost
Principal Engineer/Geologist	\$ 175.00	2	\$ 350.00
Senior Engineer/Geologist	\$ 155.00		\$ -
Professional Engineer/Geologist	\$ 135.00	10	\$ 1,350.00
Staff Engineer/Geologist	\$ 110.00	16	\$ 1,760.00
CADD/Computer Tech	\$ 78.00		\$ -
Direct Cost Subtotal			\$ 3,460.00

Jim Stidham & Associates, Inc. (Equipment Fees)

ITEM Description	Unit Rate	Units	Rate Period	Cost
Direct Cost Subtotal				\$ -

Subcontracted Fees

Description	Quoted	Multiplier	Cost
			\$ -
			\$ -
Subcontracted Subtotal			\$ -

Total Cost for Task C \$ 3,460.00

Additional Notes

Cost Breakdown by Task

Project 2022 Drainage Projects
Location Golden Eagle Subdivision



Task D Construction Oversight

Scope - Site inspections of the work completed and updates to HOA;
 - Project timeframe and progression management;

Jim Stidham & Associates, Inc. (Labor Fees)

Labor Category	Rate	Hrs.	Cost
Principal Engineer/Geologist	\$ 175.00		\$ -
Senior Engineer/Geologist	\$ 155.00		\$ -
Professional Engineer/Geologist	\$ 135.00		\$ -
Staff Engineer/Geologist	\$ 110.00		\$ -
CADD/Computer Tech	\$ 78.00		\$ -
Direct Cost Subtotal			\$ -

Jim Stidham & Associates, Inc. (Equipment Fees)

ITEM Description	Unit Rate	Units	Rate Period	Cost
Site Inspection (4 hrs max)	\$ 540.00	\$ 1.00	1/2 Day	\$ 540.00
Direct Cost Subtotal				\$ 540.00

Subcontracted Fees

Description	Quoted	Multiplier	Cost
			\$ -
			\$ -
Subcontracted Subtotal			\$ -

Total Cost for Task D \$ 540.00

Additional Notes

- 1/2 Day minimum for a single visit; time over 4 hours will be billed on an hourly rate of PE.