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March 25, 2024

Mr. Justin Martin, P.E.
Public Works Department
City of Marco Island
50 Bald Eagle Drive
Marco Island FL 34145

RE: PROFESSIONAL ENGINEERING SERVICES PROPOSAL
YELLOWBIRD STREET AND ECHO CIRCLE DRAINAGE IMPROVEMENTS
HM File No. 8200A

Dear Mr. Martin:

Hole Montes, a Bowman Company, is pleased to submit this proposal to provide professional engineering services, surveying, bidding, and limited construction contract administration services for the Yellowbird Street and Echo Circle Drainage Improvements.

Project Understanding

The proposed project is for drainage improvement along the east side of Yellowbird Street and in the Echo Circle area. Roadway, utility, and drainage improvements were made to Yellowbird Street in approximately 2020-2021. The drainage improvements were limited to local street side swales on Yellowbird Street. No improvements were made on adjacent streets or their outfalls. The area to be reviewed and improvements designed for extends on Yellowbird Street from Jamaica Road to Collier Boulevard as well as the Echo Circle area.

Scope of Services

We propose to provide the following scope of services.

1. Conduct a project kickoff meeting with City staff and perform an initial site visit with staff to examine areas of concern.
2. Review existing in-house plans and previously completed work in the study area. Perform field reconnaissance of the project area to become further familiar with the existing system. Review existing SFWMD permit for Island Country Club including existing water control structures and connection to City facilities. Prepare a Preliminary Design Report outlining existing conditions and proposed improvements. Submit to City for review. Meet with City and receive comments.
3. Perform engineering survey of the Echo Circle area and selected other areas within the project limits. This survey will supplement our previous survey work and those provided in the Record Survey performed by the Contractor as part of the previous Yellowbird Street project. The survey will be limited to the right of way and extending five feet (+/-) outside the right of way.
4. Based on the Preliminary Design Report and engineering survey, prepare 60% plans of the proposed drainage improvements. Plans shall include Title Sheet, General Notes, Typical Sections, Project Layout, and Plan Sheets. A total of 19 plan sheets are anticipated. (12 on Yellowbird and 7 additional for Echo Circle and other possible drainage outfalls). Prepare Opinion of Probable Project Cost. Submit to City for review. Meet with City and receive comments.
5. Prepare the 90% plans based on the 60% design plans and comments received from the City. The plan set will incorporate Quantity Summary Sheets, Drainage Profiles, select Drainage Cross

- Sections, Stormwater Pollution plan sheets, and Maintenance of Traffic plans (in addition to the 60% plans). An updated Opinion of Probable Project Cost shall be prepared. Submit to the City for review. Meet with the City and receive comments.
6. Finalize the 100% design plans incorporating comments received at the 90% design review. This shall include final quantities and preparation of the Bid Form and Supplemental Project Specifications. (The FDOT Standard Specifications and City Right of Way Construction Standards shall serve as the Base Document).
 7. Provide utility coordination at the 60% and 90% design stages. This shall include Marco Island Utilities, LCEC, Comcast, CenturyLink, TECO Peoples Gas, and Summit Broadband. We have included limited relocation of existing City utilities. This shall be generally limited to valve box and manhole riser adjustment.
 8. We will provide limited assistance to the City during the bidding of the project. We will respond to the City for bidder questions during the question-and-answer period. We will provide plan revisions and addenda (if necessary).
 9. As requested by the City, we will provide limited assistance during construction of the project. This shall be limited to preparation of conformed plans based on the bidding process, review of material shop drawings and preparation of Record Drawings upon completion of work. Record Drawings shall be based upon City and Contractor red lines and survey. This City shall provide full time observations of construction. We have not included any site visits or responding to Request for Additional Information. This work is necessary shall be completed under a separate authorization.

Understanding Professional Services

We have excluded the costs associated with the following activities: (a) Right of Way Permit (not required as a Capital Project); (b) Environmental and Stormwater Permitting (SWFMD); (c) Permit application fees; (d) investigation, management or permitting of cultural, historical, or environmental issues (none anticipated); (e) surface utility exploration (SUE) for geotechnical investigations; (f) community meetings, (g) construction surveying; and (h) utility relocation plans.

We will perform construction related services at the request of the City. If it becomes necessary for completion of utility relocation, we will submit a separate proposal for this work. The engineering services for the project shall be completed as identified on the attached spreadsheet in accordance with Contract 19-012 (extended July 1, 2022).

If you have any questions about this proposal, please give me a call at your convenience. Thank you for this opportunity to be of service to the City of Marco Island.

Sincerely,

HOLE MONTES
a BOWMAN company



Robert J. Mulhere, FAICP
Senior Vice President



David W. Schmitt, P.E.
Senior Project Manager

RJM/DWS:dlh

C: Mike Daniel, Marco Island
Kevin Payne, Hole Montes

CITY OF MARCO ISLAND
 YELLOWBIRD STREET AND ECHO CIRCLE DRAINAGE IMPROVEMENTS

PROFESSIONAL FEES

TASK DESCRIPTION	BUDGET	FEE BASIS
1 Project Kickoff	\$2,000	Lump Sum
2 Preliminary Design Report	\$6,700	Lump Sum
3 Engineering Survey	\$12,500	Lump Sum
4 60% Design/Plans	\$16,500	Lump Sum
5 90% Design/Plans	\$15,700	Lump Sum
6 100% Design/Plans	\$6,000	Lump Sum
7 Utility Coordination/Minor Adjustment	\$2,700	Lump Sum
SUBTOTAL	\$62,100	Lump Sum
8 Bid Assistance (Limited)	\$2,000	Time & Material
9 Construction Assistance	\$5,300	Time & Material
SUBTOTAL	\$7,300	
TOTAL	\$69,400	