



Custom Playground Proposal
Kid's Park Playground #1221

Jaycee Park
Kid's Park
Melaleuca Drive
Fort Pierce, FL 34949

DATE: 6/23/22
Project Manager: Marc Leathers & Vivien Bunce
Construction Week: October 11-16th

READ THIS ENTIRE PROPOSAL CAREFULLY. IT CONTAINS IMPORTANT INFORMATION FOR YOUR PROJECT.

This proposal constitutes an estimate of the remaining work our office will provide for your project and the associated fees. The fees described in this proposal assume that we are providing standard services based on the schematic provided after Design Day, as summarized in both Section R of our "Playground Packet" and this document. **The fees outlined here will vary only if additional work is requested or required.** Examples of work that would generate additional fees include details above and beyond those necessary for us to build the project, a major change in project's scope, or a change of site.

The construction phase will not change except by mutual agreement between Leathers & Associates and the community. Certain conditions may be encountered during construction that significantly affects consultants' total number of hours. Variables such as weather and low volunteer turnout are impossible to identify until the time of construction and may affect the total hour's necessary for construction consultation. However, additional fees will be charged only if construction continues beyond the final scheduled day.

The following pages contain an outline of the remaining services we are to provide. If you have any questions about this proposal, please contact us by **12/23/22**. Otherwise, we will assume the proposal is acceptable and will proceed with your project.

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The following is an outline of fees for Leathers & Associates' professional services:

<u>Design Phase</u>	\$ 1,200
<u>Construction Phase Fee</u> <i>(The Construction Phase fee confirms your construction date and is due upon acceptance of your proposal.)</i>	\$ 950
<u>Design Development & Construction Documents Phase</u>	
Design Development, Detailed drawings, Rendering	\$ 27,011
Project management services, Materials list	\$ 3,813
<u>Organization Phase</u>	
Organization Phase Fee	\$ 1,900
Estimated travel expenses	\$ 100
<u>Construction Consultation</u>	
Construction Consultants (estimated 6 days)	\$ 36,775
Estimated travel expenses. *Hotel accommodations are <u>not</u> included and are typically donated.	\$ 1,500
<u>Estimated materials</u>	\$ 567,226
<u>Sub-total</u>	\$ 640,475
Materials contingency	\$ 5,000
Project contingency	\$ 5,000
<u>TOTAL ESTIMATED BUDGET</u>	\$ 650,475

BASIC SERVICES

The Basic Services consist of the phases described below.

DESIGN PHASE

A representative of Leathers & Associates shall consult with the client to ascertain the requirements of the project and on establishing design goals and the initial scope of the project. The firm shall prepare schematic design studies, consisting of drawings and other documents illustrating the scale and relationship of project components for approval by the client.

CONSTRUCTION PHASE FEE

This fee reserves your construction dates. Dates are available on a first come first serve basis. The earlier you confirm your dates the more likely you are to get your first choice. Once confirmed if you change your dates, you may be charged an additional phase fee.

DESIGN DEVELOPMENT/CONSTRUCTION DOCUMENTS PHASE

Design Development

Leathers & Associates shall review and consult with the committee on the schematic design and shall incorporate the design feedback requested by the committee. Leathers & Associates shall refine and change the schematic design to conform with the current safety and accessibility guidelines (ASTM F1487, CPSC Pub. No. 325, and ADA requirements) and to fit site and utility requirements. Individual details, traffic flow and budget constraints shall be considered.

Construction Documents

Leathers & Associates shall prepare from the schematic design, for approval by the client, the working drawings and specifications setting forth the requirements for the construction of the entire project. These documents typically consist of plan view drawings, site drawing with stakeout and post information. Upon completion of the developed design we will produce a rendering drawing.

Leathers & Associates shall assist the client in filing the required documents for the approval of governmental authorities having jurisdiction over the project. It is, however, the client's responsibility to identify any such requirements and authorities and to follow through with any required filings.

Project Management Services

The client will be assigned a project manager, who will serve as the client's main contact from shortly after Design Day through the construction of the project. The project manager is available from 8 a.m. to 5 p.m. Eastern Time and can be reached by

telephone or email. If the project extends past the initially agreed upon construction date, there may be additional project management fees.

Materials

Leathers & Associates shall provide the materials for the project. This includes the safety surfacing.

ORGANIZATION PHASE

Leathers & Associates shall provide organizing and coordinating assistance and support by phone to the committee. A representative of Leathers & Associates shall also conduct Organization Day meetings with the client.

CONSTRUCTION CONSULTATION

Leathers & Associates shall provide construction consultants who will be present at the site during construction. The consultants shall work with the committee during construction to provide observation of construction and interpretation of drawings.

The construction consultants shall familiarize themselves generally with the progress and quality of the work and determine in general if the work is proceeding in accordance with the construction drawings. The construction consultants shall be the interpreters of the requirements of the construction documents and the impartial judges of the performance thereunder by the volunteers.

The construction consultants shall have the authority to reject work that does not conform to the construction documents. Whenever, in their reasonable opinion, they consider it necessary or advisable to ensure the proper implementation of the intent of the construction documents, they shall have authority to require replacement of any work at any stage of construction. The construction consultants' decisions shall be final if consistent with the intent of the construction documents.

The construction consultants shall conduct a final inspection upon substantial completion of the work and shall prepare a punch list for the committee's use to accomplish full completion of the project.

Leathers & Associates shall receive and review the punch list and shall issue a certificate of substantial completion.

ESTIMATED MATERIALS

As part of a budget overview we have estimated the cost for the main materials for the project. As part of a community-built project it's anticipated that some materials and services will be donated. Your project manager will review the materials list with you for a complete understanding.

For budget proposes we have estimated the cost of the materials necessary for the project. This is just an estimate until we develop the schematic design and obtain actual estimates. Upon completion of the design development the client will be given the necessary materials to obtain final estimates. Materials and shipping estimates may change between you Design day and construction.

CONTINGENCIES

We have included contingencies to help ensure trying to keep the project on budget. While the contingencies can be used together, we have broken them down into two categories. The first is a material contingency. This may typically be used during construction to cover any last-minute materials developments. The second is a project contingency. This is to cover any miscellaneous costs during the entire project from pre-construction through construction.

TOTAL ESTIMATED BUDGET

The total estimated budget is the total anticipated cost to complete the project including contingencies. Some estimates like shipping may change right up to the time you place your orders. It's important that the materials coordinator monitors the budget throughout the project. We continuously assist the client to track and ensure the project stays on track.

TRAVEL FEES

Travel charges for Design day, Organization Day and Construction are estimated in this proposal. Actual expenses will be determined prior to each service.

Hotels for construction is not included in this estimate as they are typically donated. If donations are not secured the client will need to secure accommodations.

PAYMENT OF FEES

All bills preceding construction are typically due two weeks from the invoice date. Construction consultation fees are due on the final day of construction.

Payment schedule

Phase	Approximate Due dates	Amount
Design phase	Before Design Day	\$ 1,200.00
Construction phase fee	Upon selecting a construction date	\$ 950.00
Design development/construction documents phase	Two weeks after receiving documents	\$ 30,824.00
Organization phase	Before Organization Day	\$ 2,000.00
Materials payment 1	7/11/2022	\$ 170,167.80
Materials payment 2	8/11/2022	\$ 226,890.40
Materials payment 3	9/11/2022	\$ 170,167.80
Construction phase	Last day of construction	\$ 38,275.00
Contingencies	upon request/receipts	\$ 10,000.00

All invoices are subject to a 1.5% per month surcharge on any unpaid balance after the due date (annual percentage rate of 18%).