



Action Requested/Required:

- Vote/Action Requested
- Discussion or Presentation Only
- Public Hearing
- Report Date: _____
- Hearing Date: _____
- Voting Date: _____

Department: Public Works **Presenter(s) & Title:** Scott Hooper - Public Works Director

Agenda Item Title:

Professional Services by TSW for South Canton Park

Summary:

Discussion of professional services provided by TSW for the development of the South Canton Park. Located at 2939 Marietta Highway. TSW provided the concept of South Canton Park.

TSW will provide Landscape Architects & Architects, along with Covalent Consulting Stability Engineering, Land Engineering, ADE. TSW will provide the following services as selected by the City:

- Task 1. Project Management and Meetings
- Task 2. Design Development
- Task 3. Construction Drawings
- Task 4. Permitting and Bidding
- Task 5. Construction Administration

Budget Implications:

Budgeted? Yes No N/A

Total Cost of Project: \$ 372,500.00 Check if Estimated

Fund Source: General Fund Water & Sewer Sales Tax Other: _____

Staff Recommendations:

Staff recommends discussion on Professional Services by TSW for South Canton Park. In order for the park to progress towards planning and completion.

Reviews:

Has this been reviewed by Management and Legal Counsel, if required? Yes No

Attachments:

TSW Scope of Work

Exhibit A: Scope of Work

TSW (the Consultant) agrees to provide the City of Canton (the Client) located in Canton, Georgia, the following professional services. The project is to develop a park for the City of Canton on a 6.2 acres parcel located at 2939 Marietta Highway. The fees are based on a construction budget of \$7,000,000. The team consists of the following consultants.

TSW: Landscape Architects & Architects

Covalent Consulting: MEP Engineers

Stability Engineering: Structural Engineers

Land Engineering: Civil Engineers

ADE: Cost Estimating

SERVICES

TSW will provide the following services as selected by the Client:

Task 1: Project Management + Meetings

1.1 TSW Team will conduct an initial consultation session (Teams or Zoom meeting) to finalize project approach and make project team introductions. Project goals and timelines for each phase will be finalized during this meeting.

1.2 TSW will manage the project including all subconsultants to ensure all work is completed accurately and on time. TSW will also handle all billing of each subconsultant.

1.3 Meetings: TSW will schedule monthly meetings with the City and attend City Council meetings.

Task 2: Design Development

2.1 Based on feedback from Task 1.1, the TSW Team will advance Schematic Design drawings into Design Development drawings (50% set of Construction Documents). Design Development drawings will include, but not be limited to:

- Revised Overall Site Plan
- Design Analysis, including Design Calculations and Design Narrative
- Civil Plans
- Revised Enlarged Plans for Key Areas
- Revised Building Floor Plans and Elevations

- Floor, Roof, and Reflected Ceiling Plans (Restroom Building)
- Structural Foundation and Framing Plans with Membrane Sizing and Footing Sizes (Restroom Building)
- Mechanical, Electrical, and Plumbing Plans with Schedules and Legends (Restroom Building)
- Code Summary and Life Safety Plan
- Outline Specifications and Notes
- Revised Preliminary Cost Model

2.2 TSW Team QA/QC review of Design Development documents.

2.3 City review of Design Development documents (approximately 3 weeks).

Task 3: Phase 1 Construction Documentation

3.1 Based on feedback from Task 3, the TSW Team will advance Design Development drawings into Construction Documents (75% Review and 100% Final Plans). Construction Documents will include, but not be limited to:

- Cover Sheet
- General Notes
- Existing Conditions Plan
- Tree Protection Plan (if needed)
- Site Demolition Plan
- Construction Item Plan
- Site Layout Plan
- Grading and Drainage Plan
- Erosion Control Plan
- Utility Plan and Profiles
- Storm Drainage Design and Profiles
- Construction Details
- Aerial Bridge Design (includes structural engineering)
- Lighting Layout, Plans, and Details
- Retaining Wall Plans and Details (4' or lower)
- Code Summary and Life Safety Plan
- Dimensioned Floor, Roof, and Reflected Ceiling Plans (Restroom Building)
- Dimensioned and coordinated Elevations and Sections (Restroom Building)
- Wall, Door, and Window Schedule (Restroom Building)
- Structural Foundation Plan with Dimensions, Footing Locations, and Footing Schedules (Restroom Building)
- Structural Live, Dead, Snow, and Wind Loading (Restroom Building)
- Structural Sections and Details (Restroom Building)

- Special Inspection Requirements (Restroom Building)
- Mechanical, Electrical, and Plumbing Plans, with Schedules and Legends (Restroom Building)
- Finish Schedules (Restroom Building)
- Interior Elevations (Restroom Building)
- UL Assembly Ratings and Fire Barriers Requirements (Restroom Building)
- Riser Diagrams, Single Line Diagrams, Specifications of Equipment, and System Details (Restroom Building)
- Project Manual Format Specifications

3.2 Revised Cost Model by a third party at 75% Construction Drawings (2 weeks)

3.3 TSW Team QA/QC review of Draft Construction Documents.

3.4 City review of Draft Construction Documents (approximately 3 weeks).

3.5 Based on feedback, the TSW Team will advance Construction Documents into 100% Construction Documents.

3.6 TSW Team QA/QC review of Final Construction Documents.

3.7 Submit final Construction Documents to City.

Task 4: PERMITTING AND BIDDING

4.1 The TSW Team will identify necessary permitting early in the planning process and work with local authorities to determine those requirements.

4.2 Develop documents required for permitting, which includes the following:

The property has frontage along Georgia State Route 5 and is bordered to the north and south by city-maintained roadways. Potential improvements within the GDOT maintained right of way including sidewalks, utility connections, and other project related work will be required.

Land Engineering will prepare the following documents:

- Utility Connection Permit Drawings
- Utility Connection Permit Application for water and sewer connections.
- Right of way improvement drawings for the new sidewalk and side street adjustments. These drawings will include applicable grading and drainage improvements.

The drawings and permit applications will be submitted to GDOT for approval. This work does not include the design and permitting of additional turn lanes or deceleration lanes.

4.3. Develop documents required for Land Disturbance Permitting (LDP)

- Land Engineering will submit applicable documents, including the Notice of Intent (NOI), to the City of Canton for review. Reviewer comments will be promptly addressed, and the plans will be resubmitted for approval consideration. To ensure expedient plan review and potential approval, diligent communication with review and permitting departments will be required. The fee structure for this phase will be billed at the unit rate plus any permitting fee related reimbursables.

4.4 The TSW Team will provide Bid Phase Services that include, but not limited to:

- Attend a pre-bid meeting if requested
- Issue addenda as necessary
- Respond to bidders as necessary
- Assist the City with the evaluation of the bidders

Task 5: Construction Administration Services

5.1 The TSW Team will provide Construction Phase Services that include, but not limited to:

- Respond to request for information as needed
- Bi-monthly virtual meetings and/or site visits as needed
- Prepare construction observation reports with site visits
- Post Permit and Construction Phase Drawing Revisions

FEES:

TSW agrees to provide the following services for a not-to-exceed amount of \$368,500.00 + Hourly for Construction Administration.

Itemized Fee Below:

Task 1. Project Management and Meetings	\$14,000
Task 2. Design Development	\$108,000
Task 3. Construction Drawings	\$215,500
Task 4. Permitting and Bidding	\$28,000
Task 5. Construction Administration	Hourly
Reimbursable Expenses	\$7,000
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Total	\$372,500

TSW Hourly Rate:

Principals	\$225/hour
Associate Principals/Managers	\$150/hour to \$180/hour
Senior Associates	\$125/hour to \$165/hour
Associates	\$110/hour to \$130/hour
Staff	\$70/hour to \$110/hour