



**City of Sanibel – Jordan Marsh Restoration  
Plan Preparation, Bidding, and Construction Contract Administration Services  
Approval of Professional Services Proposal by Bowman Consulting Group LTD**

This agreement constitutes a work order made through and under the Professional Services Agreement between OWNER and CONSULTANT for Hurricane Ian Architectural and Engineering professional services dated October 3, 2023, the terms and conditions of which are still in full force and effect, except as modified herein.

Services not set forth, or not listed or described herein, are expressly excluded from the Scope of the Professional Services of the CONSULTANT. The CONSULTANT assumes no responsibility for performing any service not specifically identified and/or otherwise described in this Proposal.

**SCOPE OF SERVICES**

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**PROFESSIONAL SERVICE OF THE CONSULTANT:**

During Hurricane Ian in 2022, The Jordan Marsh was inundated with storm surge which caused extensive damage to the facility. This included damage to the existing pump station, electrical facilities, planting and to the ponds themselves. In 2023/2024, Bowman provided an evaluation of the damage and prepared an Evaluation Study. We have been assisting the City in the FEMA review process to secure funding for its restoration. The project is now ready for the engineering design of the restoration.

The following is a detailed Scope of Services.

**Task 1 – Engineering Design, Plans, and Specifications**

- Site visit to verify existing site conditions and to review scope of work with City staff. Review proposed preferred equipment vendors with City. Coordinate with preferred equipment vendors in preparation of specifications.
- Review existing State/Federal permits to determine if additional permits may be required. At this time, no additional permitting is anticipated since this will be reconstruction to meet original permit requirements. We have included \$1,000.00 for review and an additional \$4,000.00 if permits may be required.
- Prepare 60% design documents for the proposed restoration and Engineer's Opinion of Probable Cost (EOPC). Submit plans and conduct review meeting with City staff. We anticipate the plan sheets will include the following. We will prepare a planting plan and schedule for the restoration. We will meet with City staff to receive input on anticipated plantings to be used.
  - Title Sheet with Location
  - General Note Sheet
  - Existing Site Demolition Plan
  - Proposed Site Plan
  - Marsh Restoration Plan – Overall
  - Marsh Restoration Plan – Area 1
  - Marsh Restoration Plan – Area 2
  - Marsh Restoration Plan – Area 3
  - Cross Section 1

- Cross Section 2
- Pump Station Site Plan
- Pump Station Detail Sheet
- Outfall Plan & Detail Sheet
- Pump Station Platform Plan & Detail Sheet
- Electrical Distribution Platform Plan & Detail Sheet
- Marsh Planting Plan
- Planting Detail
- Stormwater Management Plan
- Stormwater Management Detail Sheet
- Electrical Plans (Multiple)
- Prepare 90% design documents for the proposed project. Incorporate in City's comments from the 60% review. Prepare Technical Specifications and coordinate with City and FEMA Coordinator required General and Special Requirements. Update the EOPC for the submitted documents and conduct a review meeting with City staff.
- Finalize documents for bidding with Bid Form.

## **Task 2 – Bidding Assistance**

- Assist the City in bidding the project.
- Conduct a pre-bid meeting with potential bidders.
- Respond to bidders' questions.
- Prepare and issue a recommendation of bid award.
- We have included one meeting with the lowest responsive bidder if needed.

## **Task 3 – Construction Contract Administration**

- Assist the City during construction of the proposed project.
- Based on bid questions, answers, and addenda, prepare the conformed construction plans and specifications.
- Coordinate and conduct a preconstruction meeting with the contractor and City staff. Prepare agenda for meeting and meeting notes following.
- Provide timely review and response of shop drawings and submittals (Schedule of Values, Preconstruction Video, Construction Schedule, Operation & Maintenance Manuals).
- Process, review, respond to submittals, and maintain the submittal log.
- Respond to RFIs from the contractor within a target average of three business days.
- Review and process Applications for Payment with updated construction schedules. A pencil copy shall be initially reviewed in the field.
- Provide assistance with Work Directives changes and Change Orders during construction.
- Prepare requests for contractor pricing; review contractor provided pricing and construction contract time requests and prepare Work Directives and backup data for Change Orders for execution by the City.
- Prepare for and attend bi-weekly progress meetings during active periods of construction. During non-active periods, progress meetings are anticipated monthly. We have assumed a total construction period of 150 days with 120 days being active.
- Prepare draft agenda for review by the City, finalize and distribute agenda, chair the meetings, and prepare meeting notes for distribution.
- Provide limited onsite observations of construction. These observations will be conducted by a Senior Inspector on a part-time basis determined by the proposed construction project.

- Provide additional engineering support during construction. We have included periodic site visits to review construction and address construction issues as needed.
- Perform Substantial Completion walk through for the project with the City and contractor.
- Prepare a list of uncompleted and corrective actions.
- Perform Final Completion walk through for the project with the City and contractor to verify completion of the uncompleted and corrective actions.
- Receive and approve the contractor's project red lines. Prepare Record Drawings based on contractor records and onsite observations of construction. Prepare draft drawings for review by the City. Finalize Record Drawings.
- Assist the City in final closeout of the project. This shall include review of the contractor's Final Application for Payment package.
- Assist in reconciliation of any outstanding Work Directives and preparation of final Change Order.
- Assist with closeout of any grant assistance.

### ***Proposed Exclusions***

We have excluded the following activities and associated costs from this proposal: (a) investigation or management of hazardous material and historic artifacts; (b) laboratory and material testing; (c) construction and as-built surveys (contractor to provide as-built survey for development of Record Drawings); and (d) full time site observations.

### **SCHEDULE**

The scope of services will be performed in accordance with the following schedule:

#### Task 1 – Engineering Design, Plans, and Specification

- |                            |         |
|----------------------------|---------|
| • 60% Design and Documents | 60 days |
| • 60% Review               | 15 days |
| • 90% Design and Documents | 45 days |
| • 90% Review               | 15 days |
| • Final Documents          | 15 days |

Subtotal	150 days
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#### Task 2 – Bidding Assistance

60 days

#### Task 3 – Construction Contract Administration

180 days

(150 days construction and 30 days closeout)

Total	390 days
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### **COMPENSATION**

The Price Proposal submitted by CONSULTANT attached hereto as Exhibit A is accepted and summarized as follows:

**Lump Sum (LS):** Includes all direct and indirect labor costs, personnel related costs, overhead and administrative costs, which may pertain to the services performed, provided, and/or furnished by the CONSULTANT as may be required to complete the services in Exhibit A. The total amount of compensation to be paid the CONSULTANT shall not exceed the amount of the total Lump Sum compensation established and agreed to. The portion of the amount billed for CONSULTANT's services, which is on account of the Lump Sum, will be based upon CONSULTANT's estimate of the portion of the total services completed at the time of billing.

City of Sanibel – Jordan Marsh Restoration

Bowman Consulting Group LTD  
950 Encore Way, Naples FL 34110



**Time and Materials (T&M):** For the actual hours expended by the CONSULTANT's professional and technical personnel, multiplied by the applicable hourly rates for each classification or position on the CONSULTANT's standard billing rate schedule in effect at the time the services are rendered. The current standard billing rate schedule is attached as Exhibit B. For the services of CONSULTANT's Sub-Consultants engaged to perform or furnish services in Exhibit A, the amount billed to CONSULTANT therefore times a factor of 1.10. The amount payable for Reimbursable Expenses will be the charge actually incurred by or imputed cost allocated by CONSULTANT, therefore times a factor of 1.10.

**Estimated Fees:** CONSULTANT's estimate of the amount that will become payable for Services (including CONSULTANT's Sub-Consultants and reimbursable expenses) is only an estimate for planning purposes, is not binding on the parties and is not the maximum amount payable to CONSULTANT for the services under this Agreement. Notwithstanding the fact that the estimated amount for the services is exceeded, CONSULTANT shall receive compensation for all Services furnished or performed under this Agreement.

If it becomes apparent to CONSULTANT at any time before the Services to be performed or furnished under this Agreement are about eighty percent complete that the total amount of compensation to be paid to CONSULTANT on account of these Services will exceed CONSULTANT's estimate, CONSULTANT shall endeavor to give CITY written notice thereof. Promptly thereafter CITY and CONSULTANT shall review the matter of compensation for such Services, and either CITY shall accede to such compensation exceeding said estimated amounts or CITY and CONSULTANT shall agree to a reduction in the remaining services to be rendered by CONSULTANT under this Agreement so that total compensation for such Services will not exceed said estimated amount when such services are complete. The CONSULTANT shall be paid for all services rendered if CONSULTANT exceeds the estimated amount before CITY and CONSULTANT have agreed to an increase in the compensation due to CONSULTANT or a reduction in the remaining services.

For the services provided and performed by CONSULTANT for providing and performing the Task(s) set forth and enumerated in Exhibit A entitled "Price Proposal," the CITY shall compensate the CONSULTANT as follows:

ITEM	AMOUNT (Estimated if T&M)	FEE TYPE (LS; T&M; NTE)
Task 1 – Engineering Design, Plans, and Specifications	\$62,195.00	T&M
Task 2 – Landscape Plans	\$40,900.00	T&M
Task 3 – Bidding Assistance	\$5,935.00	T&M
Task 4 – Construction Contract Administration	\$47,335.00	T&M
<b>TOTAL COMPENSATION FOR CONSULTANT'S SERVICES</b>	<b>\$156,365.00</b>	<b>T&amp;M</b>

For services of CONSULTANT's Sub-Consultants engaged to perform or furnish services, the CITY shall compensate the CONSULTANT as follows:

# Bowman

SUB-CONSULTANT	AMOUNT (Estimated if T&M)	FEE TYPE (LS; T&M; NTE)
Burgess Brant	Included Above	LS
<b>TOTAL COMPENSATION FOR SUB-CONSULTANT'S SERVICES</b>		

For reimbursable expenses of CONSULTANT, the CITY shall compensate the CONSULTANT as follows:

REIMBURSABLE EXPENSES	AMOUNT (Estimated if T&M)	FEE TYPE (LS; T&M; NTE)
Airline Fares, hotels, rental car, fuel, courier and express delivery charges, reproduction of plans and reports, photography, field supplies and costs of other materials and/or equipment specifically used for and solely applicable to this project	\$635.00	T&M
<b>TOTAL COMPENSATION FOR REIMBURSABLE EXPENSES</b>	<b>\$635.00</b>	<b>T&amp;M</b>

<b>TOTAL COMPENSATION INCLUDING CONSULTANT'S SERVICES, SUB-CONSULTANT'S SERVICES &amp; REIMBURSABLE EXPENSES</b>	<b>\$157,000.00</b>	<b>T&amp;M</b>
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## EXHIBITS

This Agreement is subject to the provisions of the following Exhibits which are attached to and made a part of the Agreement:

Exhibit A "Price Proposal"

Exhibit B "Standard Billing Rate Schedule"

**IN WITNESS WHEREOF**, the parties hereto have executed the Agreement to be effective as of the date above.

**OWNER:**

**CITY OF SANIBEL**

\_\_\_\_\_  
Signature

By: \_\_\_\_\_

Title: \_\_\_\_\_

City of Sanibel – Jordan Marsh Restoration

**CONSULTANT:**

**BOWMAN CONSULTING GROUP LTD**

  
Signature

By: Robert J. Mulhere

Title: Senior Vice President

Bowman Consulting Group LTD  
950 Encore Way, Naples FL 34110

Task	Activity Description	Engineer	Engineer	Engineer	Sr.	Tech	Sr. Field	Sr. Clerical	Total	Sub	TOTAL
		VII	VI	III	Designer		Rep	Admin	Hours	Consultant	COST
1	Engineering Design, Plans, & Specifications	\$240	\$225	\$170	\$165	\$150	\$105	\$155	\$120		
Site Visit/Meeting											
	Visit/Follow Up		4	4				1	9		\$1,700
60% Design											
	Design Plans	2	16	6	76				100		\$17,640
	Specifications		2					1	3		\$570
	Engineer's Opinion of Cost		2	1	2			1	6		\$1,070
	Review Meeting		2	2					4		\$790
90% Design											
	Design Plans	4	10	4	58			2	78		\$13,700
	Specifications		8	4				2	14		\$2,720
	FEMA Coordination	2	4	2				1	9		\$1,840
	Engineer's Opinion of Cost		1	1				1	3		\$515
	Review Meeting		2	2					4		\$790
Final Documents											
	Bid Plans	1	6	2	24				33		\$5,890
	Final Specifications		2	1				1	4		\$740
	Bid Form		1	1				1	3		\$515
Electrical											
	Electrical	1	4	2	2			1	10	\$6,785	\$8,715
Permit Review											
	Permit Budget	2		2				2	6	\$3,940	\$5,000
		12	64	34	162	0	0	0	14	286	
SUBTOTAL TASK 1											\$62,195
2	Landscape Plans										\$40,900
SUBTOTAL TASK 2											\$40,900
3	Bidding Assistance										
	Pre-Bid		2	2				1	5		\$910
	Questions/Answers	1	4	1				1	7		\$1,430
	Bid Review/Recommendation		2	2				1	5		\$910
	Low Bidder Meeting		2						2		\$450
Electrical											
	Electrical	0	1	1					2	\$1,840	\$2,235
		1	11	6	0	0	0	0	3	21	\$1,840
SUBTOTAL TASK 3											\$5,935
4	Construction Contract Administration										
	Conformed Plans	1	2		8			1	12		\$2,130
	Preconstruction Meeting		4	4			4	2	14		\$2,440
	Submittals		8	4				2	14		\$2,720
	RFIs	1	4	2	4			2	13		\$2,380
	Applications for Payment		4	2			4	1	11		\$1,980
	Work Directives/Change Orders	2	4	2	4			2	14		\$2,620
	Progress Meetings (8)		12	12			12	2	38		\$6,840
	Additional Engineering Support (6)	4	8	8			12		32		\$5,980
	FEMA Assistance		4	4				2	10		\$1,820
	Substantial Completion	1	4	2			4	1	12		\$2,220
	Final Completion	1	2	2			4	1	10		\$1,770
	Record Drawings	1	4		16				21		\$3,780
	Closeout	1	6	4				2	13		\$2,510
Electrical											
	Electrical		4	2				1	7	\$6,785	\$8,145
		12	70	48	32	0	0	40	19	221	\$6,785
SUBTOTAL TASK 4											\$47,335
PROJECT SUBTOTAL											\$156,365.00
REIMBURSABLES											\$635.00
PROJECT TOTAL											\$157,000.00
NOTE:											
1. The \$3,940 under Permit Review Subconsultant is Budget.											
2. See attached for landscape cost detail.											



## Exhibit A

Task	Activity Description	Landscape	Landscape	Landscape	Sr. Clerical	Total	Sub	TOTAL
		Architect	Architect	Architect				
		Sr	IV	II				
		\$215	\$180	\$140	Admin	Hours	Consultant	COST
<b>1</b>	<b><u>Landscape Architect Design, Plans, &amp; Specifications</u></b>							
	<b>Site Visit/Meeting</b>							
	Visit/Follow Up	4	4		1	9		\$1,700
	<b>60% Design</b>							
	Design Plans	2	12	40		54		\$8,190
	Specifications	2				2		\$430
	LA's Opinion of Cost	1	1	4		6		\$955
	Review Meeting	4				4		\$860
	<b>90% Design</b>							
	Design Plans	4	12	40		56		\$8,620
	Specifications	1	2			3		\$575
	LA's Opinion of Cost	1	1			2		\$395
	Review Meeting	4				4		\$860
	<b>Final Documents</b>							
	Bid Plans	4	2	12		18		\$2,900
	Final Specifications	1	2			3		\$575
	Bid Form	1	2			3		\$575
		29	38	96	1	164		
		<b>SUBTOTAL TASK 1</b>						<b>\$26,635</b>
<b>2</b>	<b><u>Bidding Assistance</u></b>							
	Pre-Bid	1	2			3		\$575
	Questions/Answers	1	2			3		\$575
	Bid Review/Recommendation	2	2			4		\$790
	Low Bidder Meeting					0		\$0
		4	6	0	0	10	\$0	
		<b>SUBTOTAL TASK 2</b>						<b>\$1,940</b>
<b>3</b>	<b><u>Construction Contract Administration</u></b>							
	Conformed Plans	1	1	4		6		\$955
	Preconstruction Meeting	1	4			5		\$935
	Submittals	2	4			6		\$1,150
	RFIs	2	4			6		\$1,150
	Applications for Payment		4			4		\$720
	Work Directives/Change Orders	2	2			4		\$790
	Progress Meetings (2)	4	8			12		\$2,300
	Substantial Completion	2	4			6		\$1,150
	Final Completion	2	4			6		\$1,150
	Record Drawings	2	2	6		10		\$1,630
	Closeout	1	1			2		\$395
		19	38	10	0	67	\$0	
		<b>Subtotal Task 3</b>						<b>\$12,325</b>
		<b>PROJECT TOTAL</b>						<b>\$40,900.00</b>



EXHIBIT A  
CITY OF SANIBEL  
JORDAN MARSH RESTORATION  
PLAN PREPARATION, BID, AND CONSTRUCTION CONTRACT  
ADMINISTRATION SERVICES

PRICE PROPOSAL

TASK DESCRIPTION	BUDGET	FEE BASIS
1 Engineering Design	\$62,195.00	Time and Material
2 Landscape Plans	\$40,900.00	Time and Material
3 Bidding Assistance	\$5,935.00	Time and Material
4 Construction Contract Assistance	\$47,335.00	Time and Material
SUBTOTAL	\$156,365.00	
Reimbursable Expenses	\$635.00	Time and Material
TOTAL	\$157,000.00	





**EXHIBIT B**

**BOWMAN CONSULTING GROUP LTD  
PROFESSIONAL FEE SCHEDULE**

**Date: 7/25/2025**

**Project: Sanibel Jordan Marsh Restoration  
Plan Preparation, Bid, and Construction Contract  
Administration Services**

Senior Principal Engineer IX	\$285.00	per hour
Principal Engineer VIII	\$260.00	per hour
Engineer I	\$135.00	per hour
Engineer II	\$155.00	per hour
Engineer III	\$170.00	per hour
Engineer IV	\$190.00	per hour
Engineer V	\$205.00	per hour
Engineer VI	\$225.00	per hour
Engineer VII	\$240.00	per hour
Senior Designer	\$165.00	per hour
Designer	\$150.00	per hour
Contract Administrator	\$140.00	per hour
Senior Contract Administrator	\$165.00	per hour
Senior Landscape Architect	\$215.00	per hour
Landscape Architect	\$200.00	per hour
Landscape Architect IV	\$180.00	per hour
Landscape Architect III	\$160.00	per hour
Landscape Architect II	\$140.00	per hour
Landscape Architect I	\$125.00	per hour
Graphic Specialist	\$135.00	per hour
Principal Planner	\$260.00	per hour
Planning Director	\$230.00	per hour
Planner III	\$180.00	per hour
Planner II	\$160.00	per hour
Senior Planner	\$205.00	per hour
Permitting Coordinator	\$130.00	per hour
Principal Surveyor	\$225.00	per hour
Senior Surveyor	\$205.00	per hour
Surveyor	\$180.00	per hour
2 Person Survey Crew	\$165.00	per hour
3 Person Survey Crew	\$215.00	per hour
4 Person Survey Crew	\$240.00	per hour
Technician IV	\$ 105.00	per hour
Technician III	\$ 95.00	per hour



Technician II	\$ 85.00	per hour
Technician I	\$ 75.00	per hour
Environmental Operations Specialist ....	\$160.00	per hour
Senior Environmental Operations Specialist	\$190.00	per hour
Senior Construction Field Representative	\$155.00	per hour
Construction Field Representative	\$125.00	per hour
GPS Operator	\$135.00	per hour
Senior Project Manager	\$230.00	per hour
Project Manager	\$195.00	per hour
Clerical Administrative Assistant	\$ 95.00	per hour
Senior Clerical/Administrative Assistant	\$120.00	per hour
Expert Witness	\$410.00	per hour
Information Technology Support	\$175.00	per hour
Senior Structural Engineer	\$260.00	per hour
Structural Engineer	\$225.00	per hour
Subcontractors	Cost + 15%	
Out-of-Pocket Expenses	Cost + 15%	

4.2023