

# Exhibit "Aiii"



Office: 2030 SR 60 E Bartow, FL 33880

Florida: Bartow | Blountstown | Chipley | Jacksonville | Oviedo |  
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P: 863-533-9007

December 1, 2023  
Rev January 18, 2024  
Rev February 5, 2024

Mr. Michael Callender, Manager  
Polk County Parks and Recreation  
330 W. Church St.  
Bartow, FL 33830

**Re: Proposal for Professional Engineering Services  
Crystal Lake Park Boardwalk, RFP 23-572**

Dear Mr. Callender:

Madrid CPWG offers the following proposal to provide professional engineering services for the work at the subject parcel owned by Polk County (hereinafter: Polk County or Owner).

## **PROJECT NARRATIVE**

Crystal Lake Park, located at 2500 North Crystal Lake Drive, Lakeland Florida (PIN: 24-28-21-239500-014010) includes an approximately 600 l.f. boardwalk wooden structure. The structure is in degraded condition and is currently closed. Polk County proposes to repair and/or replace the structure. The boardwalk is located over the waters of Crystal Lake. This work requires professional structural engineering assessment, evaluation, and construction/repair plan preparation recommendations along with associated permitting for the work. Madrid CPWG proposes to provide the professional structural engineering services under this proposal.

## SCOPE OF WORK

The following SCOPE OF SERVICES is based on the narrative as outlined in RFP 23-572, with further description by Madrid CPWG:

- 1. Visual Inspection:** *Conduct a visual examination of the boardwalk to identify areas of significant rotting, decay, and structural compromise. Madrid CPWG will survey the site*  
with a licensed Florida Professional Land Surveyor. We propose to use DRMP, Tampa, FL to provide these services under a subconsultant agreement with our firm. This work will include locating the boardwalk to determine the geometry and specific post/pier locations along with post depths to grade and deck elevations. Madrid CPWG will be present during the survey fieldwork. Concurrent with the survey fieldwork, Madrid CPWG will visit the site and inventory existing conditions of the structural components of the deck, including piers, deck joists and girders, railing, and decking. The inventory will be based on visual observation with no invasive testing during this phase of work.
- 2. Structural Analysis:** *Perform a detailed structural analysis of the boardwalk, including load-bearing capacity, stability, and overall integrity. Madrid CPWG will perform a Pier Integrity Test (PIT) for a representative sample of the deck posts/piers. We propose to use Foundation & Geotechnical Testing, LLC, Plant City, FL to provide these field test services. Madrid CPWG will coordinate and attend the field testing operation. A narrative report of findings will be provided and will be included under Item 4, "Report Generation".*
- 3. Material Testing:** *Collect and analyze samples of the affected materials to determine the extent of decay and identify potential causes. Madrid CPWG will remove selective components as necessary to determine integrity of underlying members (ie. deck boards covering deck joists and girders). Field testing/probing will be done to generalize the component conditions. Madrid CPWG will provide a geotechnical report for the landward ends of the boardwalk. This work will include field/soil borings to determine bearing depth to suitable soil for pier bearing. An estimation of suitable soil depth and quality of soil for pile support and friction resistance will be provided for waterward piers. All work of the geotechnical fieldwork will be provided in written report format.*
- 4. Report Generation:** *Prepare a comprehensive report documenting the findings, including an assessment of the current condition, identified structural issues, and proposed remedial actions. Madrid CPWG will provide a written report of findings detailing the condition in general of the boardwalk and the structural components. The report will include the inventory of the structure, the survey, the PIT report, and the geotechnical report. The narrative will be of sufficient detail to provide Polk*

County with an understanding of the current condition, the cause of decay and degradation, and full narrative of findings regarding the construction of the structure as it exists.

**5. Repair and Replacement Recommendations:** *Provide clear and detailed recommendations for repair and/or replacement of the damaged sections, ensuring compliance with relevant safety standards and regulations.* This will be included within item 4 (Report Generation) and will include general repair and/or rebuild requirements and recommendations based on our findings. The recommendations will also include narrative discussing construction geometry of the structure, as well as the design load capability and current code conditions (ie. railing heights, joist spans and loads, materials used) versus new and/or repair conditions. We will also include general cross-sections and/or details depicting our recommendations.

**6. Cost Estimation:** *Provide a cost estimate for implementing the recommended repairs and replacements, including labor, materials, and any additional expenses.* Madrid CPWG will provide an estimate of probable cost for work based on our findings and will include provision for code compliance retrofit along with alternate material use (ie. composite vs pressure treated). Madrid CPWG will work with Polk County to determine the most suitable and economical material and construction to retrofit/replace the boardwalk as determined under our study.

**7. Construction and Permit Documents:** Madrid CPWG will prepare plans and specifications for work based on Polk County and Madrid CPWG collaboration. The plans will include full plan (site plan) and structural details, sections, and specifications for permitting through the Polk County Building Permitting section, as well as submittal to FDEP and other agencies for concurrence regarding the work. Our plans will also include provision for restoration of existing conditions, erosion and sediment control (Best Management Practices), as well as a staging area for construction materials and equipment. Specifically the following tasks will be performed under this Item No. 7:

A. Prepare full civil site plans including dimensioned horizontal and vertical layout of boardwalk; prepare full structural site plan, identifying those piers that require replacement, and/or locations of new piers; deck girders, joists and decking including orientation and spacing of structural members. A site benchmark will be established for use during construction and will be provided on the plan.

B. Prepare full details of construction, cross sections and profiles, and material specifications and structural requirements to include attachments/fasteners, installation performance requirements (ie. pier depths

of bury and resistance); Prepare details of approaches to new boardwalk; specify restoration of existing conditions; provide documentation and location(s) of storage and staging areas; provide specifications of proper disposal of waste materials.

C. Submit construction plans to Polk County Plans Examiner for cursory review of documents for building permit.

D. Submit permit and construction plans to FDEP and Army Corps of Engineers for concurrence with replacement and/or repair of existing boardwalk. Other agencies will be contacted and plans provided as may be required by the FDEP and ACOE.

**8. Bid Documents and Bid Form:** Madrid CPWG will provide a bid form with unit costs for items of repair/replacement of the boardwalk. Polk County Procurement will provide the necessary contract forms and associated documents to include with the bid package. Madrid CPWG will answer questions and coordinate with Polk County during the bidding process.

**9. Services During Construction:** Madrid CPWG will provide periodic site visits, review submittals, attend preconstruction and progress meetings as required. We will review pay requests submitted by the contractor and provide narrative to Polk County regarding the pay requests and work progress. Upon completion of construction, Madrid CPWG will use field record drawings along with to prepare Record Drawings for final certification to Polk County.

**FEES AND SCHEDULE**

The project scope is proposed to follow a schedule as defined below with the associated fees for each Scope Task: Time is noted from Notice to Proceed:

<b>Task and Description</b>	<b>Task Completion Schedule from Notice to Proceed (days)</b>	<b>Fee</b>
<b>1. Visual Inspection</b>	<b>45</b>	
		\$
<b>Survey (DRMP Subconsultant)</b>		<b>9,865.00</b>
		\$
<b>CPWG Fieldwork</b>		<b>13,400.00</b>
<b>2. Structural Analysis</b>	<b>60</b>	
		\$
<b>PIT Testing (Foundation &amp; Geotech LLC)</b>		<b>9,400.00</b>
		\$
<b>CPWG Fieldwork</b>		<b>11,700.00</b>
<b>3. Material Testing</b>	<b>60</b>	
		\$
<b>Geotechnical Borings/Report</b>		<b>16,200.00</b>
		\$
<b>Fieldwork/invasive testing at site</b>		<b>12,200.00</b>
		\$
<b>4. Report Generation</b>		<b>23,100.00</b>
		\$
<b>5. Repair and Replacement Recommendation</b>	<b>75</b>	<b>22,200.00</b>
		\$
<b>6. Cost Estimation</b>	<b>90</b>	<b>4,500.00</b>
		\$
<b>7. Construction and Permit Documents</b>	<b>120</b>	<b>57,800.00</b>
		\$
<b>8. Bid Documents and Bid Form</b>	<b>135</b>	<b>4,000.00</b>
		\$
<b>9. Services During Construction</b>	<b>300*</b>	<b>15,000.00</b>
		\$
<b>Total Tasks 1-9</b>		<b>\$ 199,365.00</b>

**\*Schedule based on 135 day sitework assessment, report and construction plans and permits and 4.5 months construction; bid schedule may impact completion of construction**

*Fees are Lump Sum per task.*

Unless otherwise indicated, this proposal/contract does not include permit application filing fees, reproduction costs, construction supervision, aerial photography services, costs incurred as a result of manipulation or encroachment of easements, alleys or right-

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of-ways, off-site improvements, costs incurred as a result of non-compliance, costs required as a result of environmental impacts, environmental studies or biological determinations, costs required for traffic studies or transportation engineering or any costs relating to the design or construction of buildings, or other structures not specifically indicated in this proposal. Hourly work noted herein and additional work, only as authorized by the Owner, will be provided in accordance with the fee and expense schedule attached.

Hourly work will be provided in accordance with the fee schedule stated below: