

## EXECUTIVE SUMMARY

**Recommendation to award a work order to Q. Grady Minor and Associates, PA in the amount of \$11,050 for design and construction administration to include bidding assistance, approve shop drawings, construction observation and final close out of the Tigertail Beach parking lot improvements, approve a funding increase in the amount of \$50,000 for construction, and make a finding that this expenditure promotes tourism.**

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**OBJECTIVE:** To redesign and resurface the Tigertail Beach parking lot to increase parking opportunities that is cost effective and provides a benefit to the public.

**CONSIDERATION:** On April 22, 2013, the Tourist Development Council approved the Tigertail Beach Park parking lot improvements as a grant application. A proposal was received from Q. Grady Minor and Associates, PA for engineering design and construction administration with a construction estimate of \$186,990. Parking lot improvements were delayed this year due to the construction of a new restroom facility in the parking lot at Tigertail Beach. Plans are to begin engineering and construction in the 2014 off season when beach parking is not at a premium and beach visitation slows. Tigertail Beach Park is one of two public Collier County beach parks on Marco Island. The improvements will facilitate the flow of traffic into the park, provide for additional parking spaces, and improve the appearance of the park.

**FISCAL IMPACT:** Funding in the amount of \$148,000 from Tourist Development revenues is available and appropriated for this Project No. 80246 (Tigertail Beach Park) within the Parks and Recreation Beach Park Facilities Capital Fund 183 (TDC Beach Parking Facilities).

**GROWTH MANAGEMENT IMPACT:** There is no impact to the Growth Management Plan from this action.

**ADVISORY BOARD RECOMMENDATION:** The Parks and Recreation Advisory Board approved this project on March 20, 2013, by a vote of 5-0. TDC approved the Tigertail Beach Park parking lot improvements on April 22, 2013.

**LEGAL CONSIDERATIONS:** This item requires the TDC to make a recommendation as to whether this item promotes tourism. This item has been approved as to form and legality and requires majority vote for approval. – CMG

**RECOMMENDATION:** That the Tourist Development Council recommends issuance of a work order to Q. Grady Minor and Associates, PA, for the South Marco Beach Access, Project No. 80246, in the amount of \$11,050, approve a budget increase in the amount of \$50,000 for construction, and makes a finding that this project expenditure promotes tourism.

Prepared by: Margaret A. Bishop, P.E., Senior Project Manager, Facilities Management Department

Attachments: 1) Proposal



Civil Engineers • Land Surveyors • Planners • Landscape Architects

March 24, 2014

Mr. Robert Fuentes, Project Manager  
Collier County Department of Facilities Management  
3301 E. Tamiami Trail  
Naples, FL 34112

**RE: Proposal for Professional Services  
Tigertail Beach Parking Lot Improvements**

Dear Mr. Fuentes:

Thank you for the opportunity to provide this Proposal for Professional Services related to the proposed improvements to the Tigertail Beach parking lot. The existing lot's unpaved surface is generally in poor condition with erosion, rutting and potholes. The unpaved surface is either crushed shell or gravel or deteriorated versions of both. The wood timbers holding the lot surface in place have deteriorated as well. It is proposed to replace the wood timbers with concrete curbing and to overlay the existing unpaved parking surface with either No. 89 stone or crushed shell aggregate.

We propose the following services in relation to these proposed improvements:

**Design:**

1. Meet with County staff at site to review existing conditions and areas needing improvements.
2. Utilizing existing survey ACAD file, prepare erosion control plan, grading plan, curbing plan and aggregate plan.
3. Submit plan to County Parks and Facilities staff for review and modify as needed. Provide preliminary cost estimate.

Note that because this is replacement of existing curbing, no site permitting is proposed. This will just be maintenance.

**Bidding and Construction:**

4. Bidding Assistance – Assist Collier County in bidding of the proposed project. We will provide documents (hard copy and e-copy) to Collier County Purchasing. We will attend Pre-Bid Conference, if scheduled, and respond to Bidders questions.
5. Construction Contract Administration Assistance – We will assist Collier County during construction. We will attend the Pre-Construction meeting; review and approve Shop Drawings and other submittals; attend substantial and final completions walk through. We

Mr. Robert Fuentes  
Re: Tigertail Beach  
March 24, 2014  
Page 2

also will provide periodic site construction observations. We assume that the construction will take 60 days. We will provide the equivalent of twenty (20) hours of inspection during that period.

We propose to complete these services pursuant to the following fee schedule:

FEE SCHEDULE


ITEM	FEE	TYPE
1. Onsite meeting	\$350.00	Fixed
2. Plans	\$5,250.00	Fixed
3. Review	\$850.00	Fixed
4. Bidding	\$1,100.00	Fixed
5. Services During Construction	\$3,200.00	Fixed
Reimbursables	\$300.00	Fixed
<b>Total</b>	<b>\$11,050.00</b>	

This Proposal only includes those items specifically identified above.

This Proposal is subject to the Standard Provision of the Collier County Fixed Term Engineering Services Contract (FT-13-6164).

This Proposal is void if no Task Authorization or Purchase Order is issued within 90 days of this date.

Very truly yours,

  
Michael J. Delate, P.E.  
Vice President

MJD\

TIGERTAIL BEACH PARKING LOT IMPROVEMENTS  
ENGINEER'S PRELIMINARY OPINION OF PROBABLE COST

**BID SCHEDULE SUMMARY**

SCHEDULE	DESCRIPTION	TOTAL PRICE
A	Earthwork	\$10,600.00
B	Paving	\$152,000.00
	<b>TOTAL</b>	\$162,600.00
<b>Contingency</b>	<b>15%</b>	<u>\$24,390.00</u>
	<b>GRAND TOTAL</b>	<b>\$186,990.00</b>

**TIGERTAIL BEACH PARKING LOT IMPROVEMENTS  
ENGINEER'S PRELIMINARY OPINION OF PROBABLE COST**

**SCHEDULE "B"**

**GRADING and LOT SURFACE**

Roadway construction complete per the plans and Collier County specifications including stabilized subgrade, stabilized shoulder, limerock base, tack coat, asphaltic concrete, required testing by an independent laboratory, roadside fill and grading for full width of right-of-way and easements, finish grading, seeding and mulch.

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE
B-1	4" No. 89 stone or crushed shell	CY	1,000	\$45.00	\$45,000.00
B-2	Grading	LS	1	\$15,000.00	\$15,000.00
B-3	Type "D" Curb	LF	2,500	\$35.00	\$87,500.00
B-4	Drairage Flumes (Concrete 4")	EA	30	\$150.00	\$4,500.00
				TOTAL	\$152,000.00