

NAME
COMPANY
ADDRESS
ADDRESS
PHONE-- Fax --

CITY OF NORTHWEST
PARK RENOVATION PROPOSAL

DATE: _____

CITY OF NORTHWEST 4889 Vernon Road Leland, N.C. 28451
Attention: Sylvester Ballard, City Councilman

Reference: CITY OF NORTHWEST PARK RENOVATION PROJECT

Address: 4889 Vernon Road
Town of Northwest
Brunswick County, North Carolina 28451

Dear Councilman Ballard,

COMPANY NAME is pleased to present the following proposal for services associated with the above referenced park renovation project. **COMPANY NAME** was provided the quantities and work scope defined by the town of Northwest. It is important to note **COMPANY NAME** anticipates the work scope can be accomplished with the following equipment:

EXAMPLE: Bulldozer, Excavator, Skid Steer, Tractor and Trailer.

1. PROJECT OVERVIEW

COMPANY NAME understands that the park renovation project is proposed at the above captioned existing park area per the quantities and location provided by client (City of Northwest). The work scope constitutes improvements to the land surrounding the current ballfield /recreation area.

The renovations will constitute removing and discarding old asphalt walking path, disk /grade entire surrounding areas for positive drainage, prepping ground for landscaping and grass planting. Installation the new walking trail around the property perimeter at the location provided by the client.

II. Scope of Work and Proposal Cost

Provided are the rehabilitation services to be rendered on Page No. 400 the City of Northwest Recreation Park which is approximately **8.5 Acres** in land mass. Deed Book No. 1444

A. Spread fill dirt & Grading entire proposed area for Positive Drainage

-Formulate Swell required (right side of recreation field)

-Install /Upgrade in-place drainage system for runoff from the Baseball field

-Repair / modify current ditch system to allow unhindered runoff

- Install new drain pipe(s) provided by Client.

B. Dump excess debris at onsite collection point -

C. Burn Pile of Trash located on the Right of Field on-site (collection point).

D. Remove Old Asphalt Walking Path around Baseball Field and dump onsite

E- Prep graded areas for landscaping & Grassing

F. Excavate the new designated walking trail around the property perimeter as designated with flag markings by the client. (proposed measurements- 2239' length x 10' base width x 6" deep compacted with ABC GRAVEL, to a smooth walking surface, sloped for water runoff at all points.

Comprehensive Bid Total

Total Fee: \$ _____

***Items not included in this proposal include the following:

-Fill dirt and gravel (**provided by client**)

-State or Local Agency Permitting

-Surveying Services

-Environmental Services including wetlands permitting or determination miscellaneous scope changes per owner's request or owner's agents Work activities outside of work scope and area.

-Any other professional services not specifically listed.

I acknowledge that I accept the terms of this proposal by signing where indicated below and returning it to the Northwest City Clerk office. In addition, acknowledge awareness that a retainer fee of \$1,000.00 will be withheld for 30 business days after the successful completion of this project. To the start of the project a 50% payment invoice will be allowed with a final invoice to be generated at the projects completion and to be paid within one (2) weeks.

COMPANY NAME appreciates the opportunity to provide a proposal for this project. Please do not hesitate to contact us at EMAIL , PHONE NUMBER with any questions regarding these matters.

Sincerely,

NAME