

RESOLUTION NUMBER 1010

**A RESOLUTION APPROVING THE ENTRY OF A
PURCHASE CONTRACT IN EXCESS OF \$100,000
(BOBBY RICHARDSON SPORTS COMPLEX DESIGN DEVELOPMENT – CONSTRUCTION DOCUMENTS)**

WHEREAS, the City Council (the “Council”) of the City of Sumter, South Carolina (the “City”), has enacted an Ordinance entitled “An Ordinance Establishing Procurement Procedures for the City of Sumter, South Carolina” (the “Purchasing Ordinance”);

WHEREAS, pursuant to the Purchasing Ordinance, the Council must approve by resolution any purchase contract subject to the Purchasing Ordinance that exceeds \$100,000.00; and

WHEREAS, the Council has been presented with a request to approve a purchase contract (the “Contract”) in excess of \$100,000.00;

NOW, THEREFORE, be it resolved as follows:

Section 1. The Council hereby approves the Contract for the supplies, services, equipment, or construction identified below:

SUBJECT:	Bobby Richardson Sports Complex Design Development – Construction Documents
CONTRACTOR/VENDOR	Fit Fields Fort Mill, South Carolina
PRICE:	\$1,199,108.00 (Funding Source: State Grant Funds)
METHOD:	Exempted Items (Purchasing Ordinance, Section II.J.2); Supporting materials are attached.

Section 2. The City Manager is hereby authorized to negotiate, execute, and deliver the Contract on behalf of the City in such form and with such additions, deletions, or modifications as he deems necessary or prudent.

ADOPTED THIS 7TH DAY OF OCTOBER 2025, BY SUMTER CITY COUNCIL.

CITY OF SUMTER, SOUTH CAROLINA

David P. Merchant, Mayor

James B. Blassingame, Mayor Pro Tempore

Calvin K. Hastie, Sr., Councilman

Colin C. Davis, Councilman

Gifford M. Shaw, Councilman

Anthony Gibson, Councilman

Rebecca Lynn Kennedy, Councilwoman

ATTEST:

Linda D. Hammett, City Clerk



City of Sumter
21 N. Main Street
P.O. Box 1449
Sumter, SC 29150

MEMORANDUM

TO: Deron McCormick, City Manager

FROM: Tripper Lee, Construction Manager

DATE: September 29, 2025

SUBJECT: Bobby Richardson Sports Complex Design Development - Const. Documents

This change order (PO 2025-3840) is for the remainder of design for the Bobby Richardson Sports Complex. This phase will advance the design and help refine the project budget.

- Design Development
- 50% Construction Documents
- 90% Construction Documents
- 100 % Construction Documents
- Bidding Services
- Permitting
- Construction Administration
- Non-Phased Services
- Reimbursables
- Cost Carry 15%

Total: \$1,199,108.00

It is our recommendation that we contract with Fit Fields for the remainder of design for the Bobby Richardson Sports Complex.

CC: Michael Geddings, Director of Public Services



DESIGN SERVICES PROPOSAL
BOBBY RICHARDSON SPORTS COMPLEX
CITY OF SUMTER, SC

8.27.2025

This Proposal is presented on August 27, 2025, and is between the **City of Sumter, South Carolina** represented by Michael Geddings (hereafter referred to as the Client), and Dan Dodd, PLA representing **FitFields** for architectural and engineering design services for the Bobby Richardson Sports Complex renovations located at 440 Theatre Dr, Sumter, SC 29150. The sports complex design is based off the Bobby Richardson Sports Complex Schematic Design completed by FitFields in August 2025.

The total design fee for this project is 10.7% of the \$13 million bid cap cost, which does not include construction contingency.

The fee for remaining design phases is 9.2% of the \$13 million bid cap cost, which is reflected in this contract proposal.

Our proposed design team is as follows:

- **FitFields** will be the Prime and Project Manager. FitFields is responsible for a complete team design delivery process, team coordination, sports field design, and landscape architecture services.
- **Roper Civil Engineering** will provide civil engineering, utility, site stormwater, and permitting services.
- **RS Bell Architects** will provide architecture services.
- **Felkel & Hastings** will provide mechanical engineering services.
- **Stanley Engineering** will provide electrical engineering services.
- **Rival Design Build** will provide structural engineering services.
- **Belka Engineering Associates** will provide site/sports lighting services.
- **ECS Unlimited** will provide geotechnical engineering.
- **Aiken** will provide cost estimating services.
- **Survey services will be provided by the Owner.**

Scope Items

- FitFields
 - Design Lead – Client Relations, Team Coordination, and Design Delivery
 - Coordinate geotechnical services and survey/SUE
 - Sports Field Design
 - Five (5) Synthetic Turf Baseball/Softball Fields
 - One (1) Synthetic Turf Practice Field
 - Field Fencing



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- Backstops
 - Sports Netting
 - Irrigation
 - Field Drainage
 - Batting Cages
 - Bullpens
 - Bleachers and Explore Possibility of Shade Canopies
 - Comm Conduits
 - Scoreboard Identification
 - Foul Poles
 - Flag Poles
 - Batter's Eye
 - Scorer's Table with Covers
 - Sports Equipment FFE
 - Field Signage
- Landscape Architecture
 - Landscape Plan
 - Main Entrance Plaza Pavers and Sidewalk, Ornamental Fencing, Brick Columns, Signage
 - Egg's Up Entrance Plaza Pavers and Sidewalk, Ornamental Fencing, Brick Columns, Signage
 - Complex Security Fence
 - Food Truck Parking
 - Promenade Sidewalk, Pavers, Benches, and Site Furnishings
 - Playground
 - Splash Pad
 - Maintenance Area
 - Food Truck Area
 - Pedestrian Connections
 - Directional Signage
- 3D Site Renderings
- Traffic Impact Analysis – will be completed by a sub-consultant later identified in the design process
- Roper Civil Engineering
 - Utilities Upgrades
 - Water
 - Sewer
 - Site Grading
 - Stormwater and Drainage (outside of the fields)
 - Stormwater Control Measures/BMP
 - Permit Lead – Erosion and Sediment Control/Stormwater
 - Concourse Drainage



- Parking Lot Design and Dumpster Area
 - Auto Turn and Fire Design
- RS Bell Architects with MEP and Structural
 - 3D Structure Perspectives
 - MEP for All Structure
 - Electrical Engineer
 - Full Site Electrical Upgrades
 - Parking Lot and Walkway Lighting
 - Internet Infrastructure Design
 - Structural Engineer for Buildings Only
 - Restrooms/Concessions Building (4600 SF)
 - Office, Restrooms, Family Restroom, and Concessions
 - Maintenance Building (1200 SF)
 - Entry Feature
 - Custom Dugouts (5 Fields)
 - Two Covered Batting Cage Pavilions (6400 SF)
 - Playground Restroom Renovation
- Belka Engineering Associates
 - LED Sports Lighting System with MUSCO
 - Field Power
 - Scoreboards
 - Full Camera Systems for Live Streaming

ARTICLE 1 – BASIC SERVICES

A. Design Development (DD)

The purpose of the Design Development (DD) phase is to further advance the schematic design drawings with increased design detail and incorporating comments from Start Up and Schematic Design.

1. DD Submittal Package will include the following:
 - a. Drawings
 1. Cover Sheet/Signature Plan
 2. Existing Conditions Plan
 3. Tree Protection Plan
 4. Erosion and Sediment Control Plans
 5. Storm Water Management Plan
 6. Demolition Plans
 7. Site Plan
 8. Grading Plans
 9. Drainage Plans



10. Utility Plans
11. Layout Plans
12. Full color rendering
13. Material Plans
14. Irrigation Plans
15. Landscaping Plans
16. Architectural Plans/Details
17. Architectural MEP Plans and Details
18. Bleachers
19. Construction Details
- b. Statement of Probable Construction Costs
2. Submit DD Package pdf set to the Client for review.
3. Internal redline review and Quality Control.
4. Attend one (1) meeting with City Staff to review DD Package and receive comments and feedback address questions and receive approval to proceed to next phase.
5. Confirm alignment of DD package costs, schedule, and scope.
6. Project Administration is required to coordinate work with the Client and sub-consultants.

B. 50% Construction Documents

The purpose of the 50% Construction Document phase is to further advance the design development drawings to construction documentation levels. This will include increased detailed design and specification requirements.

1. 50% CD Submittal Package, will include the following:
 - a. Drawings
 1. Cover Sheet/Signature Plan
 2. Existing Conditions Plan
 3. Tree Protection Plan
 4. Erosion and Sediment Control Plans
 5. Storm Water Management Plans
 6. Demolition Plans
 7. Site Plan
 8. Grading Plans
 9. Drainage Plans
 10. Utility Plans
 11. Layout Plans
 12. Full Color Rendering
 13. Material Plans
 14. Irrigation Plans
 15. Planting Plans
 16. Architectural Plans/Details
 17. Architectural MEP Plans and Details
 18. Bleachers
 19. Construction Details



- b. Statement of Probable Construction Costs
- c. Technical Project Specifications
- 2. Submit 50% CD Package pdf set to the Client for review.
- 3. Internal redline review and Quality Control.
- 4. Conduct up to three (3) team and staff meetings
- 5. Attend (1) one meeting with Client to review 50% CD Package and receive comments and feedback, address questions, and receive approval to advance to the next phase.
- 6. Confirm alignment of 50% CD Package costs, schedule, and scope.
- 7. Project Administration is required to coordinate work with the Client and sub-consultants.

C. 90% CD Submittal Documents

Incorporate comments received from the 50% CD submittal and develop documentation to 90% CD submittal level.

- 1. 90% CD Submittal Package will include the following:
 - a. Drawings
 - 1. Cover Sheet/Signature Plan
 - 2. Existing Conditions Plan
 - 3. Tree Protection Plan
 - 4. Erosion and Sediment Control Plans
 - 5. Storm Water Management Control Plans
 - 6. Demolition Plans
 - 7. Site Plan
 - 8. Grading Plans
 - 9. Drainage Plans
 - 10. Utility Plans
 - 11. Layout Plans
 - 12. Full color rendering
 - 13. Material Plans
 - 14. Irrigation Plans
 - 15. Planting Plans
 - 16. Construction Details
 - 17. Architectural Plans and Details
 - 18. Bleachers
 - 19. Architectural MEP Plans and Details
 - b. Statement of Probable Construction Costs
 - c. Technical Project Specifications
- 2. Submit 90% CD pdf set to the Client for review.
- 3. Internal redline review and Quality Control.
- 4. Conduct up to three (3) team and staff meetings.
- 5. Attend (1) one meeting with Client to review 90% CD Package and receive comments and feedback, address questions, and receive approval for the next phase.
- 6. Confirm alignment of 90% CD costs, schedule, and scope.
- 7. Project Administration is required to coordinate work with the Client and sub-consultants.



D. 100% CD Submittal Documents (Bid Set)

Incorporate comments received from 90% CD submittal and develop documentation to 100% CD submittal level.

1. 100% CD Submittal Package will include the following:
 - a. Drawings
 1. Cover Sheet/Signature Plan
 2. Existing Conditions Plan
 3. Tree Protection Plan
 4. Erosion Control Plans
 5. Storm Water Management Control Plans
 6. Demolition Plans
 7. Site Plan
 8. Grading Plans
 9. Drainage Plans
 10. Utility Plans
 11. Layout Plans
 12. Full color rendering
 13. Material Plans
 14. Irrigation Plans
 15. Planting Plans
 16. Construction Details
 17. Architectural Plans and Details
 18. Bleachers
 19. Architectural MEP Plans and Details
 - b. Bid Estimate of Construction Costs
 - c. Technical Project Specifications
2. Submit 100% CD (3 sets) to the Client for review.
3. Internal redline review and Quality Control.
4. Attend (1) one meeting with Client to review 100% CD Package and receive comments and feedback, address questions, and receive approval for next phase.
5. Confirm alignment of costs, schedule and scope.
6. Project Administration is required to coordinate work with the Client and sub-consultants.

E. Bidding Services

The FitFields team will provide comprehensive bidding services at the conclusion of the design process.

1. Bidding Services will Include:
 - a. Bid Advertisement Assistance
 - b. Bid Coordination
 - c. Pre-Bid Meeting
 - d. RFI Response
 - e. Addendums



- f. Bid Opening
- g. Bid Tab Review and Award

F. Permitting Phase

At the completion of the construction document phase, the following permits will be submitted. If comments are received, a revised set of drawings will be issued.

1. City Submittal
2. Erosion Control SCDHEC
3. Stormwater Pollution Prevention Plans (SWPPP) to SCDHEC
4. Driveway and Encroachment Permitting
5. City Zoning Permitting
6. City Building Permitting
7. SCM Certification

G. Construction Administration

Construction services are based on our current understanding of the project scope, schedule, and delivery method. Changes beyond our control may impact the necessary scope of construction services beyond those listed. Minimum proposed construction administration services are as follows:

1. Construction Administration Services (12 months)
 - a. Attend one (1) construction kick-off meeting.
 - b. Provide up to twenty four (24) site observation meetings (2 per month), and review as required, considering weather and construction schedule. This work will be spread across all team members, not all members may be present during each meeting. Consultant attendance will vary.
 - c. Process and coordinate submittals and shop drawings.
 - d. Respond to questions, RFI responses, clarifications, substitution requests, and assist the Client with Change Orders if necessary.
 - e. Attend one (1) substantial completion walk-through and generate punch list.
 - f. One (1) Final site walk with owner to accept project.
 - g. Review as-built plans.
 - h. Warranty evaluation.
 - i. Project Closeout (three paper sets and one electronic copy of contract record drawings).
 - j. Additional Services will be required if construction goes beyond above listed scope items.

ARTICLE 2 – CLIENT’S RESPONSIBILITY

- A. The Client agrees to provide FitFields, with as much information as possible, including plans, surveys and reports. FitFields may reasonably rely on the accuracy and completeness of these items.
- B. The Client agrees to provide the items described in Article 2.A and to make decisions in a timely



manner so as not to delay the orderly and sequential progress of FitFields services.

- C. The Client shall hold harmless the Landscape Architect for any conflicts or changes required in design or construction resulting from discrepancies occurred between actual field conditions and the information utilized for design unless such conflicts and changes are due to the negligence of the Civil Engineer and/or Landscape Architect services.
- D. The Client shall be responsible for all costs associated with permit approvals and construction of the facilities designed under this agreement.

ARTICLE 3 – COMPENSATION AND PAYMENTS

A. The Client agrees to pay FitFields as follows:

- 1. Basic Services: FitFields proposes to complete the Basic Services as outlined in Article 1 using FitFields hourly rates listed in Article 3.A.2. The fee for this scope of work will be:

Design Phase	*Fee
a. Project Start Up	\$36,000
b. Schematic Design	\$149,225
c. Design Development	\$209,900
d. 50% Construction Documents	\$226,600
e. 90% Construction Documents	\$220,400
f. 100% Construction Documents	\$153,900
g. Bidding Services	\$48,175
h. Permitting	\$67,975
i. Construction Administration	\$143,700
j. Non-Phased Services	\$41,000
k. Reimbursables	\$12,000
l. Cost Carry 15%	\$75,458
Total (Excludes Start Up and SD)	\$1,199,108
\$13,000,000 Bid Cap Cost	10.7% Design Fee Overall 9.2% Design Fee Remaining Design Phases

***Please see attachment A for detailed phased fee amounts.**



The proposed project timeline is as follows:

Design Phase	Duration
a. Design Development	60 Days
b. 50% Construction Documents	75 Days
c. 90% Construction Documents	75 Days
d. 100% Construction Documents	45 Days
e. Bidding Services	45 Days
f. Permitting	45 Days
g. Construction Administration	360 Days

2. Additional Services: All additional services will be billed at the FitFields hourly rates listed below for a period of one year from the execution of this contract. The current team's hourly rates are as follows:

a. Principal Landscape Architecture (FitFields)	\$250
b. Senior Associate (FitFields)	\$190
c. Sports Planner (FitFields)	\$190
d. CAD Technician (FitFields)	\$160
e. Irrigation Designer (FitFields)	\$160
f. Civil Engineer (Roper Civil)	\$250
g. Architect (RS Bell Architects)	Please see Attachment
h. Mechanical Engineer (Felkel & Hastings)	Please see Attachment
i. Electrical Engineer (Stanley Engineering)	Please see Attachment
j. Structural Engineer (Rival)	Please see Attachment
k. Sports/Site Lighting Engineer (Belka)	Please see Attachment

B. Excluded Services include:

1. Off Site Utilities
2. Grinder/Pump Stations
3. Septic Design and Engineering
4. Subdivision Plats
5. Tree Surveys and Additional Survey's beyond the scope of work
6. Underground Utility Location
7. Easement Acquisition Assistance
8. Architecture Services beyond the scope of work
9. Transportation Engineering Services beyond the scope of work
10. Mechanical, Electrical and Plumbing (MEP) Services beyond the scope of work
11. All agency Permitting and Submittal fees
12. Business license fees



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- C. Reimbursable expenses will be estimated at \$12,000. Additional expenses beyond the lump sum are subject to a multiple of 1.1 and include, but are not limited to reproductions, travel (current 2025 IRS rates apply), postage and handling of documents; and long distance and facsimile charges.
- D. The Client agrees to promptly notify FitFields, if the Client's schedule or budget changes. The Client acknowledges that significant changes to the Project schedule, budget or the Project's scope may require Additional Services of FitFields.

ARTICLE 4 – OWNERSHIP OF DRAWINGS

- A. All drawings created for this project will be co-owned by the Client and FitFields and are intended for use on the subject property only.

ARTICLE 5 – TERMINATION

- A. Either the Client or FitFields, may terminate this Contract upon seven days' written notice.
- B. If terminated, the Client agrees to pay FitFields, for all Basic and Additional Services rendered and Reimbursable Expenses incurred up to the date of termination.

ARTICLE 6 – EXPIRATION OF CONTRACT

- A. If this Contract is not accepted within 30 days, the offer to perform the described services is withdrawn and shall be null and void.

Contract Authorization: (Signature and Date Required)

Daniel J. Dodd, PLA
FitFields
Dated: 8.27.2025

Michael Geddings, Director of Public Services
City of Sumter
Dated:

ATTACHMENT A - BASE FEE ESTIMATE

Bobby Richardson Sports Complex Renovations

8.27.2025

Prepared by FitFields

Task	FitFields	Roper Civil Engineering	RS Bell Architects w/ MEP + Structural	Belka Engineering Associates	Cost Estimator	Phase Total
Non Phased Services						\$41,000.00
Project Management/Administration	\$4,000.00					
TIA (Allowance - Sub to be determined)	\$15,000.00					
Geotechnical Services (ECS)	\$22,000.00					
Project Start Up						\$36,000.00
Project Management/Administration	\$6,500.00					
Civil		\$3,000.00				
LA	\$7,000.00					
Sport Fields	\$7,000.00					
Architecture & MEPFP			\$11,350.00			
Site/Sports Electrical				\$1,150.00		
Schematic Design (SD)						\$149,225.00
Project Management/Administration	\$15,000.00					
Civil		\$10,000.00				
LA	\$43,700.00					
Sport Fields	\$46,000.00					
Architecture & MEPFP			\$22,700.00			
Stormwater		\$7,000.00				
Site/Sports Electrical				\$1,600.00		
Cost Estimate					\$3,225.00	
Design Development (DD)						\$209,900.00
Project Management/Administration	\$15,000.00					
Civil		\$38,000.00				
LA	\$49,500.00					
Sport Fields	\$45,000.00					
Architecture & MEPFP			\$46,400.00			
Stormwater		\$9,000.00				
Site/Sports Electrical				\$7,000.00		
Cost Estimate						
50% Construction Documents						\$226,600.00
Project Management/Administration	\$15,000.00					
Civil		\$31,400.00				
LA	\$42,700.00					
Sport Fields	\$53,500.00					
Architecture & MEPFP			\$45,500.00			
Stormwater		\$18,500.00				
Site/Sports Electrical				\$12,000.00		
Cost Estimate					\$8,000.00	

Task	FitFields	Roper Civil Engineering	RS Bell Architects w/ MEP + Structural	Belka Engineering Associates	Cost Estimator	Phase Total
90% Construction Documents						\$220,400.00
Project Management/Administration	\$15,000.00					
Civil		\$33,000.00				
LA	\$46,200.00					
Sport Fields	\$49,700.00					
Architecture & MEPFP			\$45,500.00			
Stormwater		\$11,000.00				
Site/Sports Electrical				\$12,000.00		
Cost Estimate					\$8,000.00	
100% Construction Documents						\$153,900.00
Project Management/Administration	\$15,000.00					
Civil		\$31,400.00				
LA	\$38,700.00					
Sport Fields	\$44,600.00					
Architecture & MEPFP			\$12,200.00			
Site/Sports Electrical				\$7,000.00		
Stormwater		\$5,000.00				
Bidding Services						\$48,175.00
Project Management/Administration	\$8,000.00					
Civil		\$8,000.00				
LA	\$12,000.00					
Sport Fields	\$12,000.00					
Site/Sports Electrical				\$2,500.00		
Architecture			\$5,675.00			
Permitting						\$67,975.00
Project Management/Administration	\$10,000.00					
Civil		\$17,500.00				
LA	\$15,000.00					
Sport Fields	\$8,000.00					
Architecture			\$5,675.00			
Site/Sports Electrical				\$3,000.00		
Stormwater		\$8,800.00				
Construction Administration and Project Closeout						\$143,700.00
Project Management/Administration	\$15,000.00					
Civil		\$18,000.00				
LA	\$32,000.00					
Sport Fields	\$34,700.00					
Sport Field/Landscape Architectures						
Site/Sports Electrical				\$9,000.00		
Architecture			\$35,000.00			
Reimbursable Expenses						\$12,000.00
Expense Budget Lump Sum	\$3,000.00	\$1,500.00	\$6,000.00	\$1,500.00		
DESIGN PHASES SUB TOTAL	\$620,600.00	\$231,100.00	\$201,950.00	\$54,000.00	\$16,000.00	\$1,123,650
Sub Mark Up/Cost Carry						\$75,458
15.00%		\$34,665	\$30,293	\$8,100	\$2,400	
FEE BASE TOTAL						\$1,199,108



**Proposed Renovations to:
Bobby Richardson Sports Complex – Sumter, SC**

Architectural Fee Schedule - Hourly

January 10, 2025

Principal Architect	\$ 190
Associate Principal	\$ 175
Project Manager	\$ 125
Project Architect	\$ 110
Intern Architect II	\$ 90
Intern Architect I / Drafter	\$ 75
Specification Writer	\$ 105
Estimator	\$ 100
Clerical	\$ 65

Reimbursables (requested prints, etc.) shall be the amount charged, normal and customary, plus 10%.

Requested out-of-town travel/mileage to be reimbursed per the current IRS standard mileage rate table.

FELKEL & HASTINGS

Mechanical Engineers

Heating, Ventilating, Air-Conditioning & Plumbing

Judson H. Kinsey
Louis C. Busto

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808 POINSETTIA STREET

COLUMBIA, SC 29205

clayfhme@bellsouth.net

January 9, 2025

Below is the hourly rate schedule for Felkel & Hastings Mechanical Engineers

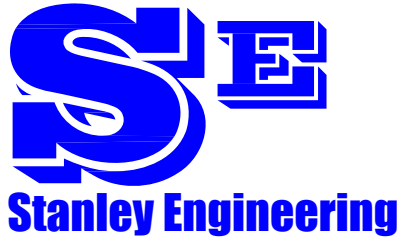
- Engineer/Principal \$150 / hr.
- Designer \$100 / hr.
- Drafter \$ 60 / hr.
- Clerical \$ 50 / hr.

Sincerely,

felkel & **h**astings **m**echanical **e**ngineers



Clay Busto, P.E.



Stanley Engineering, LLC
1025 Oak Brook Blvd
Sumter, SC 29150
(803) 840-1138
Email: BarryStanleyPE@gmail.com

January 11, 2025

RS Bell Architects
134 N. Main St
Sumter, SC 29150

Attention: Ronald Scott Bell, AIA

Dear Mr. Bell:

2025 Hourly rate schedule for professional services

Professional Engineer	\$160.00
Engineer	\$ 95.00
CAD Operator/Designer	\$ 85.00

Sincerely,

Barry J. Stanley, P.E.
Electrical Engineer



HOURLY RATES

Principal Engineer – Design Rate	\$200/hr
Draftsman	\$75/hr
Administrative	\$50/hr



HOURLY RATES	
Project Engineer	\$160
Project Manager	\$150
Designer	\$110