

City of Fayetteville Item Review Form

2014-0188

Legistar File Number

May 6, 2014

City Council Meeting Date - Agenda Item Only
N/A for Non-Agenda Item

Alison Jumper

Submitted By

Parks and Recreation

Department

Action Required:

Approval of contract amendment #1 with Lose and Associates for construction documents and bidding services for phase one of the Regional Park.

Does this item have a cost? Yes

\$726,022.00

Cost of this request

\$4,476,766.00

Category or Project Budget

Regional Park

Program or Project Name

2250.9255.5314.00

Account Number

\$37,583.00

Funds Used to Date

Regional Park

Program or Project Category

02002.1

Project Number

\$3,713,161.00

Remaining Balance

Parks Development

Fund Name

Budgeted Item? Yes

Budget Adjustment Attached? No

V20130812

Previous Ordinance or Resolution # 223-13

Original Contract Number: _____

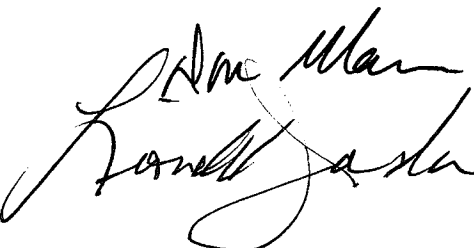
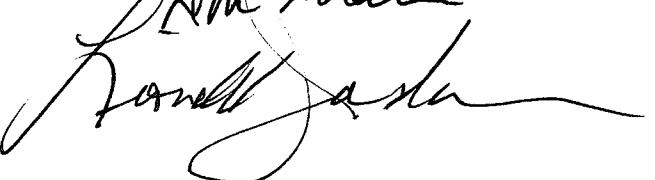
Comments:

 4-21-14

Paul A. Buehner 4-22-2014

ENTERED
4/18/14

ENTERED
4/21/14

 4-22-14




CITY COUNCIL AGENDA MEMO

MEETING OF MAY 6, 2014

TO: Mayor and City Council

THRU: Don Marr, Chief of Staff *DM*
Connie Edmonston, Parks and Recreation Director

FROM: Alison Jumper, Park Planning Superintendent

DATE: April 17, 2014

SUBJECT: Resolution to approve Contract Amendment #1 to the contract for architectural services with Lose and Associates

RECOMMENDATION:

Staff recommends a resolution approving Amendment #1 to the contract with Lose and Associates for design and construction documentation of Phase One of the Regional Park in the amount not to exceed \$726,022.

BACKGROUND:

The City of Fayetteville has been planning for a Regional Park since 2002. A site was selected in 2003, and after several years approximately 200 acres were generously donated by Chambers bank for the park.

A Request for Statements of Qualification (RFQ) 13-13 for design services for the Regional Park Master Plan was advertised August 23, 2013. Lose and Associates was selected to complete the Master Plan design which is now complete. Phase One of the construction was undertermined at the time of the original RFQ. Since that time, the citizens of Fayetteville approved a Bond for \$3.5 million to help fund the construction of the park. Phase One will consist of site grading, utility and roadway development necessary to develop 6 soccer fields, up to 4 baseball fields, supporting restroom/concession and site amenities for sports fields. Roadway design including stormwater, street lighting and landscaping will be provided. Support parking facilities, a playground and a large group pavilion with restrooms will also be provided in this phase.

DISCUSSION:

Lose and Associates has provided the attached Contract Amendment #1 to include the design and construction documents for bidding for phase one of the park. If approved, services will be provided from November 2013 through September 2014. Construction of Phase One of the project is expected to begin in by the end of 2014.

BUDGET/STAFF IMPACT:

This project is funded with Parks Development funds. The cost of \$726,022 is accounted for in project number 02002.1 – Regional Park.

Attachments:

Staff Review Form

Resolution No. 57-13

Amendment #1 Signed by Architect

RESOLUTION NO. _____

A RESOLUTION TO APPROVE AMENDMENT NO. 1 TO THE AGREEMENT FOR PROFESSIONAL LANDSCAPE, ARCHITECTURAL AND ENGINEERING SERVICES WITH LOSE AND ASSOCIATES, INC. IN THE AMOUNT NOT TO EXCEED \$726,022.00 FOR DESIGN AND CONSTRUCTION DOCUMENTATION OF THE REGIONAL PARK

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAYETTEVILLE, ARKANSAS:

Section 1: That the City Council of the City of Fayetteville, Arkansas hereby approves Amendment No. 1 to the agreement for professional landscape, architectural and engineering services with Lose and Associates, Inc. in the amount not to exceed \$726,022.00 for design and construction documentation of the Regional Park and authorizes Mayor Jordan to sign Amendment No. 1.

PASSED and APPROVED this 6th day of May, 2014.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor

By: _____
SONDRA E. SMITH, City Clerk/Treasurer

AMENDMENT TO AGREEMENT FOR
PROFESSIONAL LANDSCAPE ARCHITECTURAL, ARCHITECTURAL AND ENGINEERING SERVICES
CITY OF FAYETTEVILLE
Fayetteville, AR
CONTRACT AMENDMENT NO.1
Fayetteville Regional Park

This Contract Amendment No.1 dated _____, 2014 shall amend the original contract between the CITY OF FAYETTEVILLE, ARKANSAS and LOSE AND ASSOCIATES dated November 5th, 2013 for professional landscape architectural, architectural and engineering services in connection with the Regional Park Master Plan (the "Project"). This Contract Amendment No.1 adds professional landscape architectural, architectural and engineering services for Phase One Design, Construction Documentation and Bidding Services, as described herein.

The contract is hereby modified as follows:

SECTION 2 – BASIC SERVICES OF ENGINEER

The following Sections add to corresponding Sections in the original contract.

- 2.1 Perform professional services in connect with the Project as herein stated.
 - 2.1.1 The additional Scope of Services to be furnished by LOSE AND ASSOCIATES during the Project is included as Appendix A attached hereto and made a part of this Agreement.

SECTION 5 - PAYMENTS TO LOSE AND ASSOCIATES

5.1 Compensation

CITY OF FAYETTEVILLE shall pay LOSE AND ASSOCIATES an additional amount not to exceed **\$726,022** for Phase One Design, Construction Documentation and Bidding services in accordance with the provisions described in the following paragraphs. CITY OF FAYETTEVILLE shall pay LOSE AND ASSOCIATES for Phase One Design, Construction Documentation and Bidding services rendered on the project at the rates shown in the attached Appendix B. Under-runs in any phase may be used to offset overruns in another phase as long as the overall contract amount is not exceeded.

IN TESTIMONY OF WHICH, this instrument has been executed on behalf of LOSE AND ASSOCIATES, and has been executed on behalf of the CITY OF FAYETTEVILLE, in three (3) counterparts, each of equal force, on the day and year first above written.

CITY OF FAYETTEVILLE

By: _____
Mayor Lioneld Jordan

Attest: _____

LOSE AND ASSOCIATES

By: Chen Cui

Title: President

APPENDIX A. – SCOPE OF SERVICES

Item 1. TOPOGRAPHIC SURVEY

- A. Upon receipt of approval of the master plan, a topographic survey will be prepared for the area to be developed in Phase 1. This topographic survey will be prepared with a 2' contour interval. The topographic survey will also pick up existing right of ways for Judge Cummings Road and existing utilities and corresponding easements that are located on the property. Streams and other natural features will be documented. Large specimen trees will be located along with areas of forest. Park boundaries will also be shown. The survey will be completed using state plane coordinates.

Item 2. CORPS PERMITTING

- A. During the development of construction plans, we will work with the U.S. Army Corps of Engineers to secure Nationwide Permit for wetland impacts that will occur in Phase 1. This will include development of wetland impact mitigation solutions as needed to obtain the permit.

Item 3. PHASE 1 CONSTRUCTION DOCUMENT PREPERATION AND BIDDING

Phase 1 will consist of site grading, utility and roadway development necessary to develop 6 soccer fields, up to 4 baseball fields, supporting restroom/concession and site amenities for sports fields. Roadway design including stormwater, street lighting and landscaping will be provided. Support parking facilities, a playground and a large group pavilion with restrooms will also be provided in this phase. Sanitary sewer for the project will be an onsite septic system. Funding from the project will come from funds dedicated for park improvements and roadway improvement set aside by the city. It is the intent of the city to use a Construction Management Process for the development of this project. The following steps will be followed as part of the design process.

- A. **Initiation:** After the master planning effort is complete, we will meet with the client committee to define the project scope that will move forward as part of Phase 1 of construction. Following this meeting, any additional field work will begin along with the production of construction documents.

- B. **Schematic Design:** The preliminary design phase will evaluate the scope of work to be accomplished in relation to the budget. Areas requiring additional topographic surveys or base data will be identified. Areas requiring environmental remediation will also be identified. Schematic plans will then be developed to a 50% level and plan submittals made for buildings, grading, layout, utilities, details, etc. During this process, we will

continue to coordinate with city permitting staff in an effort to expedite the permitting of the construction documents. Along with the preliminary plans, we will develop a preliminary 50% opinion of probable cost. We will also prepare a preliminary list of project drawings and specification sections anticipated for the final package. For facilities in sensitive areas, we will show preliminary layouts that meet master plan design intent for discussion and in-field review. As the plans are completed, we will hold a review meeting with the client committee.

- C. Planning Commission Submittals:** As part of the construction document process, plans will be submitted for LSD review. The team will respond to any comments and submit revisions for Subdivision Committee Review. Once plans have been approved by the committee, plans will then be submitted to the Planning Commission for review and approval. The team will provide an updated plat as part of this submittal as well as the other items noted on the LSD checklist.
- D. Design Development:** Following the input from the schematic design meeting, team civil engineers and landscape architects will continue site work, including utility, grading and stormwater designs and coordination with permitting and regulatory officials. Team architects will continue on building designs and begin to employ the services of our mechanical, plumbing, electrical and structural engineering partners as needed. As this phase of design draws to a close, a 75% complete design development documents review meeting will be held, and the design team will present the plans and revised supporting opinions of probable cost. The new cost numbers will be compared to the overall project budget to determine if any modification to the project program is needed. If opinions of probable cost exceed budget funding, client committee will be asked to identify elements for later phasing consideration. Team members will also conduct a meeting with permit officials at this level of completion to confirm code interpretations.
- E. Preparation of Final 100% Construction Plans:** Using the comments provided by the client committee and management, the design team will complete the construction plans for the project. Drawings, along with a bid specification manual, will be prepared for the project. The plans will be developed to a 100% level and submitted to the client committee, local permit offices, and state and federal permit officials (if needed) for review and approval. Comments received from permit officials will be forwarded to client committee along with the recommended remedial action proposed by the design team. Plans will then be modified to reflect codes comments and client committee comments and will be resubmitted to the codes officials for approval. Upon receipt of approved plans from codes officials, the project will be ready for bidding.
- F. Bidding Services:** Bid drawings, along with a bid specification manual, will be prepared for the project. During the bid process, we will distribute bid documents and attend and facilitate a pre-bid meeting for the prospective contractors. We will respond to contractor questions and issue clarifications and addenda as necessary. We will assist the client in analyzing contractor bids and in the contract award.

Project Fees

Fees for the project are outlined below. Fees are broken down by major project components including preparing a topographic survey for the phase 1 development area, environmental permitting for the wetlands identified during the master planning process and development of construction documents. The construction documents will include going through the LSD process and preparing a plat as required by the LSD process. Surveying fees are provided on a per acre basis for open meadows and wooded areas.

Opinions of probable cost will be developed only to level to keep the design team on budget. The Construction Manager will develop detailed opinions of probable cost to be used to establish the items that will be bid in phase 1. No construction administration fees have been included in this proposal. Construction administration services will be covered under a separate agreement.

Item 1. Topographic Survey for Phase 1 Construction Area

Fee \$34,318.00 see spreadsheet attached

Item 2. Wetland Permitting

Fee \$21,676.00 see spreadsheet attached

Item 3. Develop Schematic Plans to 50% and LSD Submittal

Fees \$266,812.00 see spreadsheet attached

Item 4 Develop Design Development Plans to 75%

Fees \$150,196.00 see spreadsheet attached

Item 5 Develop 100% Construction Plans

Fees \$210,271.00 see spreadsheet attached

Bidding Services

Fees \$13,749.00 see spreadsheet attached

Travel, Mileage, Printing & Administrative Cost

Fees \$29,000.00

Total Fee \$726,022.00

APPENDIX B – Hourly Rates

LOSE & ASSOCIATES, INC.

HOURLY RATE SCHEDULE (for use with all hourly agreements and for Additional Services)

Professional Services Hourly Rate

Senior Principal/President	\$185.00
Principal I/Vice President/E5	\$183.00
Principal II/Vice President/E4	\$152.00
Sr. Environmental Biologist/E3	\$131.00
E2	\$109.00
E1	\$ 94.00
S5	\$138.00
S4	\$105.00
2-Man Crew	\$169.00
3-Man Crew	\$189.00
Electrical Project Manager	\$150.00
Principal Civil, Division Director, President Emeritus/P2	\$137.00
Senior Landscape Architect, Architect, and Engineer/P1	\$108.00
Certified Park & Recreation Specialist	\$100.00
Engineer Specialist/Project Coordinator, Electrical Designer	\$ 90.00
Landscape Architect I, Architect I, Engineer I, Project Manager I.....	\$ 90.00
T-2.....	\$ 86.00
Landscape Architect II, Architect II, Engineer II, Project Manager II.....	\$ 80.00
Land Planner I, Intern Architect I, Engineer in Training I	
GIS Specialist I, Assistant Graphic Designer I T-1	\$ 76.00
Land Planner II, Intern Architect II, Engineer in Training II	
GIS Specialist II, Assistant Graphic Designer II.....	\$ 70.00
Technician.....	\$ 65.00
Corporate Controller	\$ 65.00
Marketing Director.....	\$ 60.00
Assistant Accounts Manager, Administrative Assistant I	\$ 45.00
Administrative Assistant II.....	\$ 35.00

Reimbursable Expenses

Prints	cost + 15%
Postage and Shipping	cost + 15%
Copies	cost + 15%

NOTE: All the above-stated fees and expenses are to be billed monthly, and the invoices are due and payable upon receipt.

Typical details														4	6	6								
Quantities														4	16									
Opinion of probable construction cost														1	3									
LOSE & ASSOCIATES TEAM HOURS	0	0	0	0	0	0	0	0	0	0	6	0	0	49	105	62	0	0	0	0	0	0	0	222
LOSE & ASSOCIATES TEAM FEE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,110.00	\$0.00	\$0.00	\$5,341.00	\$9,870.00	\$4,712.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,033.00	
Item 4. Develop Schematic Plans to 75% (Water)																								
Water Design																								
Plan & profiles											1		10	20		40								
Details												2	4		8									
Coordination with city water & sewer										1		2												
Specifications												4	16											
Meeting/coordination										4		8	8											
Opinion of probable construction cost												1	3	4										
QC Review										4		4	2											
LOSE & ASSOCIATES TEAM HOURS	0	0	0	0	0	0	0	0	0	0	10	0	31	53	4	48	0	0	0	0	0	0	0	146
LOSE & ASSOCIATES TEAM FEE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,850.00	\$0.00	\$4,061.00	\$5,777.00	\$376.00	\$3,648.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,712.00
Item 5. Develop 100% Construction Plans																								
Develop 100% construction documents and coordination	60	16	200	48	140	240	24	40	240		20	28		28		24								
On-site wastewater treatment plan and detail											1	2	4		4									
Coordination with city water & sewer																								
AR Dept. of Health Permits (fees by others)																8	12							
Stormwater System Design																								
Watershed map															1									
Stormwater detention															4									
HEC-HMS & RAS models															8									
Final drainage report															4	12								
Plan & profile sheets										1			12	16		24								
Details													1	1		4								
Meetings/Coordination with City										4			6											
Update opinions of probable cost	4	4	8	4	10				4															
Issue plans to client													2											
Hold client review meeting and meeting with permit officia	24		24						24															
Submit plans for code approvals			16						8															
Develop land disturbance submittal for state																								
Revise plans based on code comment	24		60			60			40															
Resubmit plans and obtain permits	24		24			24			24															
LOSE & ASSOCIATES TEAM HOURS	136	20	332	52	150	324	24	40	340	6	20	32	50	69	0	56	0	0	0	0	0	0	0	1651
LOSE & ASSOCIATES TEAM FEE	\$25,160.00	\$2,740.00	\$29,880.00	\$5,616.00	\$16,200.00	\$25,920.00	\$3,600.00	\$3,600.00	\$42,500.00	\$1,110.00	\$3,040.00	\$4,192.00	\$5,450.00	\$6,486.00	\$0.00	\$4,816.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$180,310.00
Item 5. Develop 100% Construction Plans (Street)																								
Typical sections															2	4								
Plan & profile sheets											4			20	40	10								
Cross sections														2	4	4								
Striping & signage plans														2	6	6								
Drainage system														6	10	2								
Typical details														2	6	6								
AHTD Permitting														8		2								
Quantities														4	8									
Specifications/contract documents										2				12	2									
Opinion of probable construction cost														2	2									
LOSE & ASSOCIATES TEAM HOURS	0	0	0	0	0	0	0	0	0	6	0	0	60	82	30	0	0	0	0	0	0	0	0	178
LOSE & ASSOCIATES TEAM FEE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,110.00	\$0.00	\$0.00	\$6,540.00	\$7,708.00	\$2,280.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,638.00
Item 5. Develop 100% Construction Plans (Water)																								
Water Design																								
Plan & profiles										2			10	16		24								
Details													1	1		4								
Quantities													4	12										
Opinion of probable construction cost													2	4										
Specifications/contract documents													8	12	8									
QC Review										4		4	2											
LOSE & ASSOCIATES TEAM HOURS	0	0	0	0	0	0	0	0	0	6	0	12	31	41	0	28	0	0	0	0	0	0	0	118
LOSE & ASSOCIATES TEAM FEE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,110.00	\$0.00	\$1,572.00	\$3,379.00	\$3,854.00	\$0.00	\$2,408.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,323.00
Bidding Services																								
Assist city with preparation of bid sets	10	2	16			4			16															
Attend pre-bid meeting	8		8						8	1	1	5	2											
Attend bid opening and review bid	8		4	4					4	1		2												
LOSE & ASSOCIATES TEAM HOURS	26	2	28	4	0	4	0	28	28	2	1	5	4	0	0	0	0	0	0	0	0	0	0	104
LOSE & ASSOCIATES TEAM FEE	\$4,810.00	\$274.00	\$2,520.00	\$432.00	\$0.00	\$600.00	\$0.00	\$3,500.00	\$370.00	\$152.00	\$655.00	\$436.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,749.00
Total Fee Subtotal	\$697,022.00																							
Travel, Mileage, Printing & Administrative Cost	\$29,000.00																							
TOTAL FEE	\$726,022.00																							

RESOLUTION NO. 223-13

A RESOLUTION AWARDDING RFQ #13-13 AND AUTHORIZING A CONTRACT WITH LOSE & ASSOCIATES, INC. IN AN AMOUNT NOT TO EXCEED \$86,735.00 FOR LANDSCAPE ARCHITECTURAL, ARCHITECTURAL AND ENGINEERING SERVICES FOR THE DESIGN OF A REGIONAL PARK MASTER PLAN AND A PRELIMINARY GRADING AND DRAINAGE PLAN, AND APPROVING A TEN PERCENT (10%) PROJECT CONTINGENCY

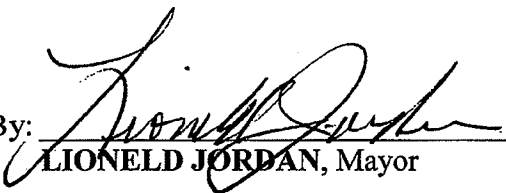
BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAYETTEVILLE, ARKANSAS:

Section 1. That the City Council of the City of Fayetteville, Arkansas hereby awards RFQ #13-13 and authorizes a contract with Lose & Associates, Inc. in an amount not to exceed \$86,735.00 for landscape architectural, architectural and engineering services for the design of a regional park master plan and a preliminary grading and drainage plan, and further approves a ten percent (10%) project contingency.

PASSED and APPROVED this 5th day of November, 2013.

APPROVED:

ATTEST:

By: 
LIONELD JORDAN, Mayor

By: 
SONDRA E. SMITH, City Clerk/Treasurer

