

May 9, 2022

Mr. Don Bringle
Rowan County
Director of Parks and Recreation
425 Airport Road
Salisbury, NC 28147

RE: Woodleaf Community Park
Professional Services

Dear Don:

Rowan County has received grant funding and is moving forward with plans to develop Woodleaf Park, a new park located on the former Woodleaf Elementary School Campus. This new park will be a terrific addition to Rowan County's Park system.

Thank you for the opportunity to submit this proposal. The following proposal describes our current understanding of services based on our phone conversation this week.

Project Understanding

Benesch will provide professional services to develop Woodleaf Park in Woodleaf, NC. The anticipated project budget is \$+/-1.2 million dollars including the splashpad. Anticipated services include survey, detailed design, permitting, bidding, and construction administration.

The County will be responsible for all design work related to the new restroom. This proposal excludes any fee for architectural services. Benesch will take the County provided sealed design drawings for the restroom and integrate them into the overall contract documents for public bid. The County will be responsible for any plan revisions to the restroom drawings should it be needed.

Additionally, the County will be responsible for all design work related to the on-site septic system (any percolation testing, layout of drain field, pumping of the existing septic tank, etc.). We understand the County's soil scientist has already inspected and evaluated the existing on-site septic system and it is suitable for re-use for this project.

Regarding utility design this process assumes we will connect a sanitary sewer line 5' outside the restroom and route it to drain by gravity to the existing septic tank. For domestic water, we have assumed either the existing well system can be used to supply water to the restroom and splashpad or a new well will be drilled. This proposal excludes any fees for well drilling, test wells, or well equipment. Benesch can provide a standard well head detail and well specification and coordinate with

a well driller to drill if desired, but the County will be responsible for the cost of the well drilling, casing, pumps, equipment, power to the well, etc.

County forces will install the walking trail around the multi-purpose field. Benesch will work with the County's preferred vendor to design/specify a fitness equipment cluster on the south end of the walking loop.

Benesch will work with the County's preferred vendor for the design of the playground, picnic shelter, and gazebo. We anticipated these being pre-engineered systems.

This proposal assumes low density design can be used for stormwater and a permanent stormwater control measure (storm basin) will not be required.

This proposal includes an optional fee for services associated with the splashpad. We understand a private donor may provide funds for a splashpad. The County has the option to add this additional fee to the contract if desired during the design process.

The design documents will be based on a masterplan previously prepared by others. Refer to Attachment "A" for the approximate project limits. Benesch has the option to make design adjustments to site plan if needed.

Anticipated Program

Based on our phone conversation, we anticipate the following improvement program:

"Phase 1"

- Inclusive playground
- Sidewalk
- Signage
- Trail
- Gazebo
- Landscaping

"Phase 2"

- Parking lot A
- Restroom (design provided by the County)
- Landscaping

Added items

- Fitness equipment

- Splashpad (optional item)
- Picnic shelter

Physical Survey

Design documents will be based on field survey. We will work with Tidemark Land Services to prepare a physical survey for the project. The proposal includes fee for surveying.

Scope of Services/Design, Bid, Build Delivery Method

The following describes in more detail each step of the design process:

Schematic Design/Design Development (Combined Phase)-45% completion

Using the topographic survey and staff input as a basis of design, Benesch will prepare schematic design/design development plans for improvements. During this phase we will investigate regulatory requirements for the site, conceptually locate the improvements, and show connectivity to adjacent facilities. We anticipate the following deliverables and services:

- Regulatory Research
- Cover Sheet/Schedule of Drawings
- Preliminary Existing Conditions and Demolition Plan
- Preliminary Site Plan
- Preliminary Grading Plan
- Preliminary Stormwater piping Plan
- Preliminary Water and Sewer Plan (limited services)
- Preliminary Landscape Plan
- Restroom Drawings (provided by County)
- Preliminary Budget Estimate
- One design review meeting

Once completed, the plans will be submitted to County staff with a budget estimate for design review. Plans will be revised to include design review comments and construction budget limitations.

Construction Documents-90% completion

Upon approval of the design development plans, Benesch will prepare construction documents for permitting, competitive bidding, and construction based on the available budget. The specific project elements that will be incorporated into this phase will be dependent upon the schematic/ design development plans, final budget estimate and direction from the County regarding scope and budget. We anticipate the construction document deliverables and services to include the following:

- Updated Schedule of Drawings
- Updated Existing Conditions and Demolition Plan
- Updated Site Plan
- Updated Grading and Storm Sewer Piping Plan
- Updated Water and Sewer Plan (limited services)

- Updated Landscape Plan
- Construction Details
- Erosion Control Plans, Pre and Post Developed
- Erosion Control Calculations
- Restroom Drawings (provided by County)
- Division One and Technical Specifications
- Updated Budget Estimate
- One design review meeting

Once the plans have been reviewed and completed to the satisfaction of the County, Benesch will submit plans to regulatory agencies for site work. This proposal assumes the County will submit building plans for a building permit or Benesch can collaborate with the general contractor selected for the project to submit for and secure the building permit.

Following initial plan submittal, we will monitor the review process and respond to review agency questions and comments.

Final Construction Documents-100% completion

Benesch will prepare final construction documents (plans and specifications) for permitting, competitive bidding, and construction based on the available construction budget. These final plans will incorporate all revisions requested from Rowan County and regulatory agencies. Plans may include alternates for a portion of the improvements.

All documents will be submitted to Rowan County with an updated budget estimate for final review. One virtual meeting is included in this phase.

Permitting

Once the plans have been completed, Benesch will submit plans for relevant permits. We will be responsible to prepare applications, submit, and obtain permits through the permitting process. Benesch will be responsible to address review comments that emerge during the permitting phase.

Assumptions: This proposal excludes any review and/or permit fees. Two cycles of review comments are included in this proposal.

Bidding

Following final plan approval, Benesch will assist county staff with the formal bid process. Benesch will provide these services:

- Prepare a single lump sum contract bid package for general construction
- Coordinate advertising the project for bids
- Contact potential bidders
- Distribute bid packages and addenda to bidders

- Lead a pre-bid meeting on site
- Respond to bidders' questions and issue addenda as required to clarify bid questions.
- Receive and open bids
- Assist with evaluating bids
- Prepare a bid tab, award letter, and construction contracts

This proposal excludes bid advertisements.

Construction Administration

After the bid award, Benesch will lead the construction administration phase. We assume a single-prime contract type with an overall construction period of four (4) months. Benesch will visit the site when site construction is active. The County will be responsible for any inspections for the restroom building. Benesch will provide the following services in the design fee:

- Benesch will visit the site eight (8) times during construction to review work in progress, provide notes, and photographs for the site visits. This proposal assumes the site and building improvements will be under construction simultaneously.
- Administrative time is included to review Contractor's Pay Applications, Contractor's Request for Information, Shop Drawings, and miscellaneous coordination.
- Conduct Pre-Construction, Substantial Completion Inspection and Final Inspection and provide a written report (these visits are included in the 8 above).

Assumptions: This fee includes intermittent site inspections during critical periods of construction rather than full time inspection.

Post-Construction Services

The post construction phase begins upon substantial completion of the project. Based on a Contractor provided as-built survey or red lined drawings, Benesch will update the original digital copy of the working drawings showing any changes in the work made during construction. These updated drawings form the record drawings. A certified field surveyed record drawing has not been included in this proposal. We will be happy to provide a PARTF as-built site plan.

DESIGN FEES

Based on our current knowledge of work, as well as discussions with Rowan County regarding the project, Benesch will be responsible for the work as described herein and will work on a lump sum fee basis for an anticipated fee itemized as follows:

Basic Design Fees

Physical Survey	\$7,250
Schematic Design/Design Development	\$18,100
Construction Documents and Permitting	\$25,000
Bidding	\$4,000

Construction Administration	\$10,000
Post Construction Services	<u>\$1,900</u>
Total Fee Amount:	\$66,250

The above design fees include:

- All printing, mailing, and mileage cost

Splashpad (Optional Fee)**\$12,000**

This optional fee is in addition to the basic design fee above. The fee assumes the splashpad will be constructed at the same time (simultaneously/together) with other park improvements. Additional fees may be requested if a separate permit, bid, or construction administration is needed for the splashpad. This fee includes time to work with the County's separate splashpad contractor and integrate their work into the overall park project. Typically, this involves obtaining and reviewing shop drawings, assisting with permitting, points of connection with park infrastructure, site preparation coordination, additional concrete decking, access to and from parking, and inter connectivity with other facilities.

ADDITIONAL SERVICES

Work not included in Design Fee:

- Site Lighting plans
- Signage plans
- Gas, cable, telephone, data communications
- Any unusual site work associated with conditions discovered during construction, including but not limited to, underground storage tanks/hazardous materials, unusually large quantities of rock or unsuitable material, on site disposal area/landfills, or unusually high ground water table requiring permanent site de-watering.
- Illustrative drawings or 3-D modeling
- Rezoning or Conditional Use plans
- Special inspections for foundations, masonry, etc.
- Express plan review
- Public meetings
- Security systems
- Construction and Materials Testing
- Special Inspections
- Advertisements
- Review/Permit Fees
- Irrigation
- Retaining walls
- Architectural services of any kind
- Plumbing, Mechanical, Electrical, or Structural design
- Septic system design
- Geotechnical Engineering

Mr. Don Bringle

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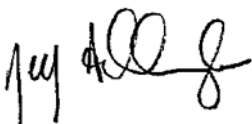
- Grant administration or reporting

The design fee and any future scope of work adjustments are based on the following hourly rates:

<u>CLASSIFICATION</u>	<u>RATE</u>
Project Principal	\$196.00
Senior Project Manager II	\$184.00
Senior Project Manager I	\$154.00
Project Manager II	\$145.00
Project Manager I	\$142.00
Landscape Architect II	\$132.00
Landscape Architect I	\$116.00
Senior Landscape Designer	\$124.00
Project Engineer II	\$136.00
Project Engineer I	\$125.00
Senior Designer	\$123.00
Designer II	\$127.00
Designer I	\$92.00
Technical Specialist II	\$105.00
Administrative Assistant	\$80.00

If this agreement meets your understanding and approval, please sign below, and return a copy for our files, a signed agreement will serve as Rowan County's authorization to proceed.

Sincerely,



Jeff Ashbaugh, PLA
NC LA Group Manager



Brian Cannella
North Carolina Division Manager, VP

AGREEMENT AND AUTHORIZATION TO PROCEED WITH THE SCOPE OF WORK INDICATED ABOVE.

Rowan County

Date