

Councilmember \_\_\_\_\_ introduced the following Resolution for adoption, seconded by Councilmember \_\_\_\_\_.



**RESOLUTION 121222-F**

**A RESOLUTION TO ENTER AN AGREEMENT WITH BARGE DESIGN SOLUTIONS, INC RELATED TO VETERANS PARK LANDSCAPE DESIGN CONSTRUCTION PLANS AND BID DOCUMENTS**

**WHEREAS**, the Mayor and City Council of the City of Alabaster, Alabama, have determined that it is both wise and expedient to enter into an agreement with Barge Design Solutions, INC. for the landscape design, construction plans and bid documents for the Veterans Park renovation project; and

**WHEREAS**, the City of Alabaster, Alabama, wishes enhance Veterans Park by entering an agreement with Barge Design for the design of park improvements and the development of constructions plans to determine construction costs; and

**WHEREAS**, said agreement will include the following services:

|                          |          |
|--------------------------|----------|
| Predesign / Mobilization | \$6,100  |
| Concept/OPCC Development | \$15,300 |
| Concept Refinement       | \$9,200  |

**WHEREAS**, said agreement with **Barge Design Solutions, INC.** shall not exceed **\$30,600.00** plus **Allowable Reimbursables.**

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Alabaster, does hereby authorize Scott Brakefield, Mayor of the City of Alabaster to sign and J. Mark Frey, City Clerk, to attest and file all documentation necessary to enter into said contract.

**BE IT FURTHER RESOLVED** that Finance Director is directed to provide funding for said project through the Capital Projects Fun.

|                 |       |                 |       |
|-----------------|-------|-----------------|-------|
|                 | Y / N |                 | Y / N |
| Sophie Martin   | _____ | Jamie Cole      | _____ |
| Rick Ellis      | _____ | Zach Zahariadis | _____ |
| Stacy Rakestraw | _____ | Kerri Pate      | _____ |
| Greg Farrell    | _____ |                 |       |

**ADOPTED AND APPROVED THIS 12TH DAY OF DECEMBER 2022.**

ATTEST:

CITY OF ALABASTER

\_\_\_\_\_  
J. Mark Frey, City Clerk

\_\_\_\_\_  
Sophie Martin, Council President

APPROVED:

\_\_\_\_\_  
Scott Brakefield, Mayor



The scope of work is presented in the following elements:

- I. Project Description
- II. Scope of Services
- III. Assumptions
- IV. Additional Services
- V. Meetings & Site Visits
- VI. Client's Responsibilities
- VII. Deliverables
- VIII. Compensation

**I. PROJECT DESCRIPTION**

The City of Alabaster, AL (City) is seeking landscape architecture park design services for the conceptual design for the improvements listed below for Veteran's Park located at 7305 Hwy 119, Alabaster, AL. The concept for improvements will provide concept plans for improvements throughout the park toward the goal of biddable construction plans for those improvements at a future date.

It is the desire of the City for the exterior landscape environment (hardscape and softscape) be of high quality details and design toward improved visitor experience and ease of maintenance.

The park improvements will be focused on the ballfield complex and associated parking lot, as well as the central parking lot and surrounding areas for additional park facilities.

As this project is in the city limits of Alabaster, it is subject to all its rules and regulations. The site is also in Shelby County, thus it may be subject to multiple governing agency regulations.

**II. SCOPE OF SERVICES**

Barge Design Solutions, Inc. (BARGE) proposes the following Scope of Services:

**A. Landscape Architectural Site Concept Design Services**

Provide conceptual design services for the proposed project development that will be the basis for the landscape architecture and civil engineering design construction documents provided under separate future task order. Services are for conceptual design of the hardscape, planting, sports field, and site lighting for the project areas listed below:

- 1. Ballfield Complex
  - a. Outfield drainage improvements
  - b. Turf infields or total fields
  - c. Additional seating area behind backstop
  - d. Parking lot island improvements

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- e. Shade canopy for seating areas
- f. Maintenance gate pads
- g. Gravel fence lines
- h. Playground between fields w/netting to improve safety

- 2. Central Park Area
  - a. Lighting for lower parking lot
  - b. Covered pickleball (6-8 courts)
  - c. Sand volleyball (2 courts)
  - d. Improvements to the Veteran's Memorial
  - e. Trail access near skate park

**Predesign and Concept Plan Development**

BARGE will provide the following related to Predesign / Mobilization:

- Review relevant codes and zoning requirements
- Obtain relevant project electronic base information (GIS if no survey)
- Meet with owner to establish project parameters, landscape themes, goals, and overall vision for the exterior environments
- Administrative project setup tasks.

**Concept Development:**

- Develop landscape/hardscape concepts in sketch format.
- Review plans with owner, receive input
- Update concept plans based on owner requests
- Develop preliminary landscape/hardscape Opinion of Probable Construction Cost (OPCC) and confirm project budget with owner.
- Present concepts and OPCC to owner.

**B. Construction Plans and Bid Documents**

The purpose of preparing concept plans and an opinion of probable cost is to determine the parameter of the park improvements, the disciplines that will be required for the CD's, and the budget for implementation. Development of construction plans may require surveying, electrical engineering, civil engineering, and irrigation design in addition to landscape architecture. A scope and fee for those items will be prepared based on the decisions made by the city during the concept plan process.

**III. ASSUMPTIONS**

The following is a list of assumptions related to the noted proposal:

- This proposal is based on scope of work discussion with City on November 17, 2022.

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- Barge will have access to the site and adjoining areas, as required.
- Construction budget for items listed in our scope of services is unknown at this time; Barge will strive to work with the Client in the establishment of this budget but cannot be held responsible as to whether or not the yet-undefined budget is achieved.
- The concept plans will be prepared on GIS site data with the understanding of its limited accuracy and detail.
- Deliverables for above noted services shall be a combination of hand and/or computer generated site plans.
- Plans will be prepared using AutoCAD format in English units.
- In providing the OPCC, the Client understands that Barge has no control over the cost or availability of labor, equipment materials, over-market conditions, or the Contractor's method of pricing, and that Barge's OPCC are made on the basis of Barge's professional judgment and experience. Barge makes no warranty, express or implied, that the bids or the negotiated cost of the work will not vary from Barge's OPCC
- This proposal is good for 90 days from the date on the Professional Services Agreement.

**IV. ADDITIONAL SERVICES**

- Perspective hand sketches, computer generated imagery, modeling, or animation can be provided as an additional service.
- Preparation of construction documents, bid, and construction administration services.
- Geotechnical services.
- Surveying services.
- Wetland delineation.
- Public input presentations and/or charrettes
- LEED, EarthCraft or other green certification calculations and documentation.
- Redesign or substantial revisions based on changes to the base information or site plan after BARGE has been released to develop design development level plans.
- Any other additional services over and above the subject scope of work will be performed on the basis of a negotiated lump sum fee or on the basis of hourly rates included herewith.

**V. MEETINGS & SITE VISITS**

BARGE has included time for an initial site visit and two plan review meetings with the City in Alabaster. No time has been allocated for any separate meetings with specific departments.

**VI. CLIENT'S RESPONSIBILITIES**

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- Client is to assist with the providing of critical project information, such as implementation/construction budgets, base information, and other information as needed.
- Client is to review documents and respond to questions in a timely manner.
- Appoint a single point of contact for project coordination purposes.
- Provide project requirements and system data as required.

**VII. DELIVERABLES**

PDFs of the following items will be provided as part of our services:

- Conceptual Park Improvement Site Plans
- Concept-level OPCC
- Meeting notes

**VIII. COMPENSATION**

The compensation to be paid to Barge for providing requested services is provided in the Fee Summary Table below.

| Phase                    | Fee Type | Fee         |
|--------------------------|----------|-------------|
| Predesign / Mobilization | Lump Sum | \$6,100.00  |
| Concept/OPCC Development | Lump Sum | \$15,300.00 |
| Concept Refinement       | Lump Sum | \$9,200.00  |

The fees provided above are valid up to three (3) months from the date of this proposal.

Reimbursable items will be billed at actual cost plus 15% for expenses. Reimbursable items include but are not limited to travel mileage or airfare, rental cars, hotel, prints, courier, FedEx, etc.

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