

April 11, 2025

Augusta Parks and Recreation  
535 Telfair Street  
Augusta, GA 30901

**Re: Dyess Park**

August Parks and Recreation,

Pond & Company (Consultant) is pleased to provide Augusta Parks and Recreation (Client) with a proposal for design and engineering services for the renovation of Dyess Park located in Augusta, Georgia. The work outlined in this proposal will proceed with the planning, design, and engineering of the elements shown in the provided conceptual site plan previously developed by CHA - see Exhibit 1 in this proposal. We understand that we will be working in tandem with Infrastructure Systems Management, LLC [ISM] throughout this project.

**POINT OF CONTACT:**

Emily Blackwell Hsiao will serve as Contract Manager, supported by Andrew Kohr [Principal-in- Charge], Lisa Roberts as Project Manager and main point of contact, and Gene Bell and Jeremy Puzycki will lead our architecture team. Once we receive a notice to proceed, we will develop a detailed schedule based on the timeline provided by ISM.

**SCOPE OF SERVICES:**

**TASK 1 – ANALYSIS & SCHEMATIC DESIGN**

A. Analysis:

- a. The Consultant understands that the following park elements will be added to the park:
  - i. (2) Basketball courts
  - ii. (8) Pickleball courts
  - iii. (1) Tennis court:
    1. Sports lighting to be provided for the tennis court
  - iv. (1) Community Center Building
    1. Approx. 4800 square feet
    2. Prep kitchen with refrigerator, electric stove and associated overhead vent, microwave, ice machine, 3 bay sink
    3. Storage room for tables, chairs, and event supplies
    4. Square footage of the building will be determined during the design process
    5. Meeting room shall accommodate 200-250 occupants
    6. Enclosed brick, stucco, aluminum clad windows. Steel framed building. Exterior pergola/shade structure. Stand-alone HVAC system, power, lighting, telecom, security.
    7. Consultant has assumed the interior space to include a meeting room, restrooms, and offices.
  - v. (3) Picnic Pavilion with Restrooms
    1. Two new pavilions are shown in Exhibit 1; one new pavilion will replace the existing restroom/shelter building next to the parking lot off D'Antignac Street
    2. Approx. 30x60, 1800 square feet

3. Steel framed structure, CMU walls at restrooms, unconditioned, ventilated, overhead fans in pavilion, power, lighting, security.
4. Maintenance equipment storage room to be added to one of these pavilions
- vi. Splash Pad
  1. Consultant has assumed water will be filtered and recirculated.
- vii. (1) Pump House for splashpad
  1. Approx. 36' x 22' 800 square feet
  2. CMU and steel truss framed, unconditioned, ventilated, power, lighting
- viii. (1) Picnic Shelter
  1. Approx. 36 x 24, 870 square feet
  2. Steel Framed Structure, unconditioned, overhead fans, power, lighting, security.
- ix. (1) Bandstand
  1. Approx. 20' x 65', 1300 square feet
  2. Bandstand-shaped structure, steel framed, metal roof, open to park for performances. Floor raised 2-3 feet above grade, large overhead fan for air movement, power, data. Special power requirements for performances need to be provided.
  3. The Consultant as has assumed a storage room, electrical room, and utility closet to be included at the back of the stage
  4. No permanent speakers will be designed or provided
  5. Design team will research and provide precedents regarding electrical needs of similar facilities
  6. No screen to be built into the building; the Client may consider hooks or a way to mount screens or event backdrops
- x. Playground:
  1. New playground equipment will be limited to features for younger children (age 2-5) and colors/style should match the existing Miracle equipment
- xi. Outdoor fitness area:
  1. Fitness equipment is already owned by the City and is currently stored in a warehouse; design team will obtain information on this equipment and plan for its location and installation in the park design
- xii. Entry signage
- xiii. Parking lot, approximately 49 parking spaces
- xiv. 8-foot-wide sidewalks, concrete
- xv. 8-foot-wide walking trails, stone dust
- xvi. Site Furnishings:
- xvii. The City does not have any standards for site furnishings (benches, trashcans, picnic tables, etc); the design team will provide affordable and durable options for the City to consider during the design process. Site Electrical:
  1. Electrical connections for security cameras to be added to the design scope; cameras to be provided and installed by ADS in direct coordination with the City and not under the design scope
  2. Design to accommodate food trucks, approximately 10, with electrical hookups and parking spots for event days.
- b. The Consultant understands that the following park elements are existing in the park and will be renovated:
  - i. Playground:

1. Existing playground equipment to remain and be refreshed, such as new swings, paint/coating touch ups, rust removal on zipline, cleaning or replacement of ropes, any other replacements or repairs found by Miracle's playground rep's inspection
  2. Consultant will work with the Client and Miracle Playgrounds to coordinate renovations.
- ii. Parking lot off D'Antignac Street:
1. It is assumed that the existing parking lot will be impacted by the development of the new park features.
  2. The plans will include resurfacing, repair, and restriping of the existing parking lot to be completed during the park construction.
- c. Design Alternates:
- i. (1) Airnasium, Open Air Shade Structure over Sport Courts
    1. Approx. 135' x 215', 29,000 square foot structure
    2. Pre-engineered metal structure, painted. Power, lighting, security, large overhead fans for air circulation.
    3. The Consultant understands this structure is to be included in the construction documents and will be constructed if this bid alternate is accepted by the Client.
  - ii. Irrigation
    1. Landscape irrigation will be an add alternate during the bidding process.
    2. Consultant to provide performance specifications only, no irrigation design plans.
- d. The Consultant will review the previous conceptual site plan with the Owner to understand the intended elements. (See Kickoff Meeting agenda under Task 1 – E.a. below)
- e. The Consultant understands that all existing park buildings, facilities, sport courts, utilities, and components of the park are to be demolished unless otherwise described in this scope as remaining or to be renovated.
- B. Schematic Design Process
- a. Design Validation & initial Schematic Design:
    - i. The Consultant will develop schematic site plans based on the Owner's program, the elements listed in this scope of work and the previous conceptual site plan, including required stormwater management facilities.
    - ii. The Consultant will develop schematic building plans for the Community Center, Pavilion with restrooms, Picnic Shelter, Bandstand, and Airnasium Structure over the courts.
    - iii. The Consultant will review these plans with the Owner team for team to discuss options, challenges, and opportunities.
  - b. Final Schematic Plan
    - i. The Consultant will use the feedback from the conceptual plan to refine the layout and design of the site and buildings to create final schematic plans.
    - ii. The Consultant will provide a color site plan exhibit of the final schematic site plan.
    - iii. The Consultant's cost estimator will provide a preliminary opinion of probable cost to reflect the costs to be expected for the Final Schematic Plan.
- C. Survey:
- a. TerraMark Survey will provide a full site survey of existing conditions, topography, and utilities to be used as the base information for all design purposes.
  - b. This work can be conducted prior to Design Validation (Task 1 – B) or concurrently with this task to compress the project schedule. If the survey is performed concurrently, the site plans will utilize available GIS data as a site base.
- D. Geotechnical Study

- a. Upon completion of the Schematic Design Plans, the Consultant's geotechnical subconsultant will provide borings and soil analysis for the location under all structures and loadbearing amenities on the site. A total of 12 borings are anticipated:
  - i. 10 borings to 15' for the various structures
  - ii. 1 boring to 10' in the planned parking area
  - iii. 1 Remi test for seismic site class
- b. Preliminary boring layout:



- c. The Consultant will utilize this data to make any site modifications in Task 2 and provide proper structural specifications for these elements and buildings.
- E. Cost Estimate:
- a. Based on the design development plans, material selections, and narratives, the Consultant will work with the cost estimator to develop an opinion of probable cost for the project at the Schematic Design level.
- F. The Consultant will provide the following meetings during this task of the project:
- a. (1) Kickoff meeting & Site Visit, In Person
    - i. This meeting will include the following topics: a review of the project scope, a discussion of the Owner's intended programming for the park, and a review of the previous concept plan, timeline, goals, desired outcomes of the project, and project budgets.
    - ii. We will visit the site to understand the existing conditions and document potential impacts to the proposed concept and to validate the completed survey.
  - b. (1) Schematic Review Meeting, Virtual
    - i. The Consultant will present the Schematic Plans to the Client and review their feedback to prepare for next steps.
    - ii. This meeting will also be used to determine the exact schedule of project phases.
  - c. Upon approval of the Schematic Plans, the Consultant will proceed with cost estimate to the Client for approval.
  - d. (2) Virtual coordination meetings with ISM and/or City project staff
  - e. (1) Survey Verification Site Visit, In Person

- i. The Pond team will visit the site after the survey is received to verify the documentation prior to proceeding with the Design Development task.

## **TASK 2 – DESIGN DEVELOPMENT**

Based on the approved Final Schematic Plans, the Consultant will take the plans for site and buildings and progress them to approximately 50% design completion.

- A. The following are the anticipated tasks for this phase:
  - a. Based on the site programs developed in the master plan, the Consultant will prepare preliminary documents in the following format:
    - i. Cover Page
    - ii. Notes Page
    - iii. Existing Conditions Plan
    - iv. Site Plan
    - v. Conceptual Grading and Drainage Plan
    - vi. Site Utility Plan
    - vii. Landscape Plan
    - viii. Community Center building plans
    - ix. Picnic Pavilion with Restrooms plans
    - x. Shelter plans
    - xi. Bandstand plans
    - xii. Airnasium Structure plans
    - xiii. Preliminary Mechanical/Electrical/Plumbing Plans
    - xiv. Preliminary Structural Plans
    - xv. Outline of specifications
    - xvi. Memo identifying expected required permits
    - xvii. Materials palette
    - xviii. Outline/Table of contents for applicable technical specifications
- B. The Consultant will prepare a preliminary stormwater management analysis for sizing and massing of the stormwater management facilities such as detention and water quality devices and measures.
- C. The Consultant will analyze overall earthwork and elevation changes that affect the layout and utility infrastructure connections. Reasonable attempts will be made to design the project so that the earthwork balances on site, but this is not guaranteed.
- D. The plans will include a conceptual horizontal layout of stormwater conveyance systems, stormwater treatment facilities, and domestic water piping.
- E. The Consultant team will coordinate with the Client’s selected playground and sprayground vendor(s) during this phase to determine initial themes, layouts, materials, products, and costs.
- F. A pre-design meeting with City permitting officials will be arranged to verify utility capacity information and availability and other applicable requirements. Should there be any issues expected with utility capacity or with local regulations, the Consultant will advise the Client of the issues before moving forward.
- G. Cost Estimate:
  - a. Based on the design development plans, material selections, and narratives, the Consultant will develop a work with the cost estimator to revise the opinion of probable cost for the project at the Design Development level.
- H. The design development design package will be provided to the Client in electronic and/or hard copy format for review and discussion. The Consultant will then meet with the Client to discuss the proposed design and any questions or comments.

- I. The Consultant will provide the following meetings during this task of the project:
  - a. (2) Virtual coordination meetings with ISM and/or City project staff
  - b. (1) Review Design Development Plan review meeting, In person
  - c. (1) Pre-design meeting with City permitting [Virtual or in person as needed]

### **TASK 3 – CONSTRUCTION DOCUMENTS**

The Consultant will incorporate feedback on the construction document plans and specifications to finalize the design. This task also includes permitting of the design plans. The following are the anticipated tasks for this phase:

- A. Using the Client approved plan and feedback, Pond will prepare final construction documents in the following format:
  - a. Cover Sheet
  - b. General Notes
  - c. Existing Conditions Plan
  - d. Site Demolition Plans
  - e. Site Layout Plans
  - f. Grading and Drainage plans with storm profiles
  - g. Three-Phase Erosion, Sediment, and Pollution Control Plans and Details, in conformance with State Erosion and Control Permit procedures for entire site.
  - h. Site Utility Plan
  - i. Site Electrical Plans
  - j. Landscape Plans
  - k. Community Center building plans
  - l. Picnic Pavilion with Restrooms plans
  - m. Shelter plans
  - n. Bandstand plans
  - o. Airnasium Structure plans
  - p. Mechanical/Electrical/Plumbing Plans
  - q. Structural Plans
  - r. Construction Details
  - s. Technical Specifications
- B. The Consultant will prepare a final stormwater management analysis and report to meet the City requirements, as applicable.
- C. The Consultant will prepare written technical specifications and a project manual applicable to the scope of work for the project; these will be provided to the Client for procurement. It is assumed that the Client will handle front-end specification material.
- D. Using the final design plans, the Consultant will engage the cost estimator to prepare an updated opinion of probable construction cost.
- E. The Consultant team will coordinate with the Owner’s selected playground and sprayground vendor(s) during this phase to determine final themes, layouts, materials, products, and costs.
- F. Cost Estimate:
  - a. Based on the design development plans, material selections, and narratives, the Consultant will develop a work with the cost estimator to revise the opinion of probable cost for the project at the 90% Construction document level.
- G. The Consultant will address any minor comments on the drawings from the Client (within the scope of this proposal) to prepare final design documents. The Consultant assumes one round of comments.

- H. With the final documents, the Consultant will coordinate with ISM for their teams to submit the construction documents to the City of Augusta for permitting.
- I. Revisions to the plans and stormwater management report will be made per City review comments that fit within the scope of this project as described in this proposal. Major comments or comments with a design impact will be discussed with the Client project manager before they are addressed.
- J. Upon completion of permitting, The Consultant will prepare a 100% final, signed and sealed set of plans and specifications for the Client's use in bidding the project.
- K. The final design package will be provided to the Client in electronic and hardcopy format for review and discussion. It is anticipated that any comments received at this stage will be minor in nature and will not require redesign. Pond will then meet with the Client to discuss the design and any questions or comments.
- L. The Consultant will provide the following meetings during this task of the project:
  - a. (3) Virtual coordination meetings with ISM and/or City project staff
  - b. (1) Review Design Development Plan review meeting, In Person
  - c. (1) Pre-submittal meeting with City permitting [Virtual or in person as needed]

#### **TASK 4 – PERMITTING**

The Consultant will coordinate with the Client regarding the timing to submit the plans for permitting required for the park development. ISM will review and issue plans to the permitting agencies on behalf of the Client and Consultant.

The following are the anticipated tasks for this phase:

- A. The expected permits needed:
  - a. Site Permit with City of Augusta including assistance with NOI and NOT filing.
  - b. Building Permits from City of Augusta for the following:
    - i. Community Center
    - ii. (3) Picnic Pavilions with Restrooms
    - iii. (1) Shelter
    - iv. (1) Bandstand
    - v. (1) Airnasium Structure
- B. The consultant team expects the following submittals:
  - a. First Submittal
  - b. Second Submittal for revisions
  - c. Third Submittal for final approval
- C. The Consultant will provide the following meetings during this task of the project:
  - a. (2) Virtual coordination meetings with ISM and/or City project staff

#### **TASK 5 – BIDDING & CONSTRUCTION ADMINISTRATION**

The Consultant will assist the Client with the construction phases of the project for bidding and construction administration.

The following are the anticipated tasks for this phase:

- D. Bidding:
  - a. Project Manager's attendance at the Pre-Bid Meeting
  - b. Assistance with RFI responses in coordination with the Client
- E. Construction Administration
  - a. Development of Pre-Construction Meeting agenda
  - b. Project Manager & Civil Engineer's attendance at Pre-Construction Meeting
  - c. (16) Monthly Site visits with Owner and Contractor
  - d. (1) 7-Day Erosion Control Inspection:
    - i. During construction, Pond will perform an on-site 7-day inspection of the initial BMPs as required by GAEPD. Pond will send an inspection report to the owner or contractor with site observations

to be corrected. The contractor will be responsible for providing photo documentation that the site has been corrected. Once the site is within compliance, Pond will provide a letter for the contractor's records.

- e. Response to Design Submittals, RFIs, Change Orders
- f. Review of Pay Applications submitted by the Contractor
- g. Punch list site walk and close out report

#### **ALTERNATE TASK A – PUBLIC MEETING**

The Consultant will provide the following services for a public meeting, if requested by the Client. If this task is not requested, these actions will not be taken, and this task will not be billed to the Client.

- A. The Consultant team understands that the Owner plans to present the park plans to the community via a public meeting.
- B. The Consultant will work with the Client to plan and determine the right meeting style for the intended input process. The timing and location of this meeting will be coordinated with the Client.
- C. The documentation presented at the public meeting will consist of the documentation and exhibits created during the existing tasks of the project completed at that time or created through Alternate Task B, upon request of the Client.
- D. The Consultant team will attend and assist with facilitating the public meeting at the selected location.

#### **ALTERNATE TASK B – 3-D Rendering**

The Consultant will provide the following services for an illustrative three-dimensional rendering of the park, if requested by the Client. If this task is not requested, these actions will not be taken, and this task will not be billed to the Client.

- A. Using agreed upon Design Development level plans, Pond will create a rendered plan, two Lumion perspective views, and a supporting images/graphics. Pond will also develop a single-reference point 360 movie that can illustrate the space. This will be useful for future public meetings and communicating the design to stakeholders.

#### **COMPLETE LIST OF PROJECT DELIVERABLES:**

- (1) Schematic Design Plans – PDF & Hardcopy (22" x 34" sheet size)
- (1) Final Schematic Design Plans – PDF Format (22" x 34" sheet size)
- (1) Final Schematic Cost Estimate – PDF Format (8.5" x 11")
- (1) Design Development Plan Set – PDF Format (22" x 34" sheet size)
- (1) Design Development Cost Estimate – PDF Format (8.5" x 11")
- (1) 90% CD Set – PDF Format (22" x 34" sheet size)
- (1) 90% Cost Estimate – PDF Format (8.5" x 11")
- (1) Final/ Bid CDs Set – PDF Format (22" x 34" sheet size)
- (1) Technical Specifications (City shall provide front-end specifications, contract template, or other documentations. Pond will only provide technical specifications related to the design and engineered elements of the park for inclusion in the client's project manual.)

**SCOPE ASSUMPTIONS/EXCLUSIONS:**

- Client will appoint a Project Manager to serve as a single point of contact.
- Client will provide site access and provide the Consultant with information regarding planned and existing site features.
- Client will review the deliverables in an agreed to and timely manner and provide appropriate feedback.
- Once work has commenced, then changes in the design or alternatives may constitute a change order.
- Re-design because of value engineering or unknown conditions will constitute a change order.
- Services not specifically included in the proposal are deemed to be excluded and considered additional / out of scope services, which will require a change order prior to commencement of any additional work.
- The following services are excluded under this Agreement:
  - Construction Documents beyond what is scoped in this proposal
  - Additional surveying services, including ALTA/NSPS Land Title Survey; Title Search; Topographic Surveys for off-site utility extensions that are not mentioned above; Wetland Delineation; Underground Utility Survey (Outside Limits); Tree Survey other than shown above; Easement Acquisition Support Services; Subdivision Platting, Recording Fees; Construction Staking
  - Environmental permitting; species-specific surveys for protected species; Phase 1 or 2 cultural resources surveys; ground penetrating radar surveys; MOA/MOU with SHPO; more than *de minimus* impacts to 4(f) resources.
  - Public or community meetings beyond those included in this proposal, and not without client approval of Alternate Task A
  - Presentations to commissions or review boards
  - Hydrological studies or evaluation
  - Arborist reports or hazard assessments
  - Additional design or field efforts due to a change in, or expansion of the project area
  - Gas piping is not included in the basic design.
  - Security and fire protection monitoring design
  - Fire Protection Engineering
  - Solar PV array design
  - Photometric studies
  - Radon system (passive or active)
  - Specialty lighting and sports field lighting design, that would require the services of a lighting designer
  - Low-voltage electrical drawings
  - Record/ As-Built drawing production
  - Value engineering
  - NGBS or Sustainable Design/LEED Certification
  - Stormwater Detention vault
  - Site walls
  - Front end specifications; Consultant to provide only technical specifications

**FEE STRUCTURE:**

The following costs represent our lump sum fees to complete the scope of work outlined above. The fees include all labor and project related expenses including travel, printing, and per diem. The Consultant will bill monthly on a percentage complete basis.

<b>TASK 1 – ANALYSIS &amp; DESIGN VALIDATION</b>	\$ 133,256
<b>TASK 2 – DESIGN DEVELOPMENT</b>	\$ 161,805
<b>TASK 3 – CONSTRUCTION DOCUMENTS</b>	\$ 220,952
<b>TASK 4 – PERMITTING</b>	\$ 29,358
<b>TASK 5 – BIDDING &amp; CONSTRUCTION ADMINISTRATION</b>	\$ 158,980
<b>TOTAL BASE SERVICES</b>	<b>\$ 704,351</b>
<b>DESIGN CONTINGENCY – 10%</b>	\$ 70,435
<b>TOTAL BASE SERVICES + CONTINGENCY</b>	<b>\$ 774,786</b>
<b>ALTERNATE TASK A – PUBLIC MEETING</b>	<b>\$ 9,608</b>
<b>ALTERNATE TASK B – 3-D RENDERING</b>	<b>\$13,125</b>

Should you find this proposal acceptable, please provide us with a contract with proposal attached to initiate work. This will be our notice to proceed. Please let me know if you have any questions and thank you again for your trust in our firm.

Sincerely,  
**Pond & Company**

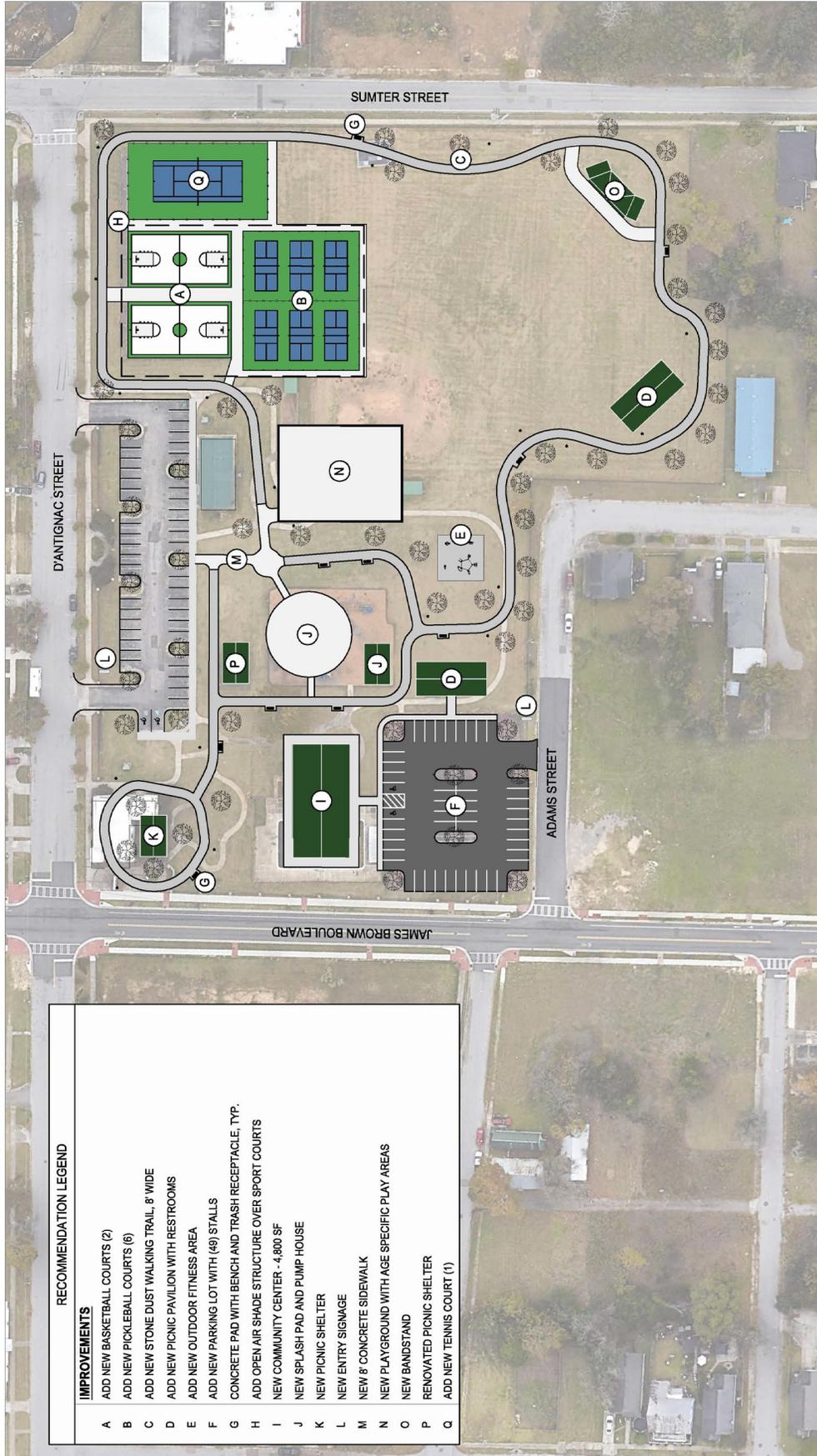


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**EXHIBIT 1**  
**Conceptual Site Plan**



**RECOMMENDATION LEGEND**

IMPROVEMENTS	
A	ADD NEW BASKETBALL COURTS (2)
B	ADD NEW PICKLEBALL COURTS (6)
C	ADD NEW STONE DUST WALKING TRAIL, 8' WIDE
D	ADD NEW PICNIC PAVILION WITH RESTROOMS
E	ADD NEW OUTDOOR FITNESS AREA
F	ADD NEW PARKING LOT WITH (49) STALLS
G	CONCRETE PAD WITH BENCH AND TRASH RECEPTACLE, TYP.
H	ADD OPEN AIR SHADE STRUCTURE OVER SPORT COURTS
I	NEW COMMUNITY CENTER - 4,800 SF
J	NEW SPLASH PAD AND PUMP HOUSE
K	NEW PICNIC SHELTER
L	NEW ENTRY SIGNAGE
M	NEW 8' CONCRETE SIDEWALK
N	NEW PLAYGROUND WITH AGE SPECIFIC PLAY AREAS
O	NEW BANDSTAND
P	RENOVATED PICNIC SHELTER
Q	ADD NEW TENNIS COURT (1)

**Augusta Park Improvements**

Dyess Park - Conceptual Site Plan



Augusta, GA  
August 2023

