

ATTACHMENT A  
CITY OF ROLLINGWOOD  
NIXON/PLEASANT PER  
ADDITIONAL SERVICES – DUE DILIGENCE EXTENSION

**PROJECT DESCRIPTION**

K Friese + Associates (KFA) is providing professional services to perform a Preliminary Engineering Report (PER) to investigate and evaluate the identified drainage issues within the Nixon/Pleasant project area and to plan for public infrastructure improvements to provide localized drainage and flood control relief for the study area.

The additional services outlined below are to provide a landscape architectural rendering for the proposed creek improvements and a detailed design survey to further quantify the extents of the anticipated easements required prior to proceeding with the preparation of the construction document and bid package.

**ADDITIONAL SERVICES – DUE DILIGENCE**

**A. DETAILED DESIGN SURVEY**

1. Obtain appropriate right of entry for the existing channels located between Pleasant Cove continuing just East of Hatley Drive.
2. Locate and utilize a minimum of two survey control points previously set from the study phase of this project where 3 CPs were set.
3. Survey will include right-of-way, property boundary, easement identification, ownership names with deed information.
4. Perform topographic survey of all existing features and structures for the length of the project including all surface features within the identified project area and not limited to tops of curbs, edges of pavement, pavement materials, retaining walls, drainage structures, channels and drainage ways (tops, toes, and flow line), manholes (rim, inverts, and pipe size diameters), include the same survey data for upstream and downstream manholes and structures that are outside the survey limits for all gravity sewer and drainage lines within survey limits, valves, slabs, utility signs and structures, fences, landscaping features, shrubbery, buildings (edges and finished floor), cleanouts, mailboxes, driveways, sidewalks, locate trees and species and diameter (include tree tags for all trees with 9 inch diameter main trunk and larger), property pins, utility poles, site equipment. Indicate material and type of each item tied in.
5. Location and depths of water, sewer, gas utilities.

**B. LANDSCAPE ARCHITECTURAL SERVICES**

1. Perform one field visit.
2. Prepare a landscape architectural plan view rendering, sketches, and perspective drawings to illustrate the proposed creek improvements for the project area.
3. Prepare a storyboard illustrating examples, materials, and the plan view rendering and sketches for presentation at the public stakeholder meeting.

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4. Conduct a project meeting with the City to discuss design concepts prior to the public stakeholder meeting.
5. Perform one public stakeholder meeting to present the design concepts and project updates.

**C. ENGINEERING INVESTIGATIONS**

1. Project management and coordination.
2. Perform one field visit with landscape architect.
3. Prepare a Proposed Easement Exhibit to further quantify the anticipated easement needs. This updated easement map will utilize the detailed design survey and landscape architectural concept.
4. Update hydrologic and hydraulic analysis based on design revisions made associated with the landscape design concept for the proposed channel improvements.
5. Conduct a project meeting with the City to discuss design concepts prior to the public stakeholder meeting.
6. Perform one public stakeholder meeting with the landscape architect to present the design concepts and project updates.

**SCHEDULE**

- A. Following execution of contract and NTP, the Landscape Architectural Rendering services will be performed within 4 weeks of Notice to Proceed (NTP). The detailed field surveying and Proposed Easement Exhibit will be completed within 6 weeks from Notice to Proceed (NTP).

**DELIVERABLES**

- Survey
  - 3D surface model of the project compatible with Microstation. Surface model shall be of sufficient detail including tin break lines to perform detailed design for construction.
  - Location and depth of underground utilities – project area is anticipated to include existing water, wastewater, gas, and franchise utilities.
  - Electronic copy of ASCII file with all surveying points
  - CAD (Microstation) file included all topographic features such as survey points and descriptions, surface features, 3D terrain surface, reference benchmarks, project benchmarks, break lines, contours at 1-foot intervals.

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- Landscape Architectural Rendering plan view and storyboard for the proposed channel improvements.
- Proposed Easement Exhibit to illustrate anticipated easement needs for construction of the proposed drainage improvements.

**COMPENSATION**

Compensation shall be Lump Sum. Invoices will reflect percent complete on the various tasks as identified below:

Task A: Detailed Design Surveying	\$ 24,172.46
Task B: Landscape Architectural Rendering	\$ 5,000.00
Task C: Engineering Investigations	\$ 10,800.00
<b>Total Effort</b>	<b>\$39,972.50</b>

**ASSUMPTIONS AND EXCLUSIONS MADE FOR THIS PROPOSAL**

The fee has been developed assuming the project proceeds in a continuous manner with no significant work stoppage.

The following items are excluded from this due diligence phase. If KFA determines that an item below may be beneficial during the due diligence phase, KFA will provide a recommendation and accompanying scope and fee to the City of Rollingwood for review and approval prior to proceeding with any of the services listed.

- A. City will coordinate right-of-entry notifications to property owners
- B. Detailed design, bid, and construction phase services
- C. Preparation of easement documents
- D. Pavement design
- E. Detailed environmental or archaeological investigations.
- F. Geotechnical engineering investigations