

Waller County Precinct 2 – Park and County Annex Candidate Site Assessment

Scope of Work and Fees

PROJECT UNDERSTANDING

Waller County is investigating an opportunity to lease or partially purchase a 117 acre property located generally north and west of the intersection of Joseph Road and Kickapoo Road in Precinct 2 (see Illustration 1)

The site is contemplated for potential use in establishing a large park and a County Annex building to serve that portion of Waller County.

This Site Assessment would be used to help determine the viability of using the site for the referenced purpose. The Assessment will include investigation of the site to include a SWOT analysis and relevance to the desired program.

We understand the goal is to provide County leadership with sufficient data and graphical information by late July in order to make an effective decision on purchase of the property.

SCOPE OF WORK & FEE PROPOSAL

I. ASSESSMENT & PROGRAMMING PHASE

1. Initiate a preliminary review of relevant regulatory and any applicable code requirements.
2. Conduct a site assessment of the subject property, researching preliminary site attributes, such as topography, accessibility, transportation impacts, connectivity, preliminary site navigation and wayfinding, drainage, including vernacular for landscape features/vegetation, tree canopy, and suitability for additional plantings and establishment.

III. FEE PROPOSAL:

Based on the proposed Scope of Work and general program as currently understood, we propose the following lump sum fees:

A. FEASIBILITY STUDY SERVICES FEE\$12,000

a. Notes:

- i. Burditt will be available for any meetings as needed for no additional charge

B. DELIVERABLES

- a. Hard-bound copies; 8 ½ x 11 format – 8 copies
- b. An electronic copy (PDF) of the Site Assessment Report will also be provided.

ADDITIONAL SERVICES:

Based on the proposed Basic Services and general requirements currently understood, **no subconsultants are anticipated for the study assignment**. However, if directed by County and upon approval and authorization, any subconsultants would be engaged at Cost Plus Ten Percent (10%). Proposals from recommended subconsultants would be provided to the County for review and approval.

CLIENT CHANGE OF PROJECT SCOPE:

Increases to Project Scope and Program beyond those addressed in PROJECT UNDERSTANDING may be considered Additional Services and require mutually agreed upon fee adjustments.

REIMBURSABLE EXPENSES:

No reimbursable expenses are anticipated for this project. No travel expenses will be charged to the County.

EXCLUSIONS TO BASIC SERVICES:

CLIENT requests for any of the following shall be considered Additional Services and compensation to CONSULTANT shall be made according to CONSULTANT's published 2024 hourly rates (attached) or fixed fees with prior approval by the CLIENT, or as an Additional Sub-Consultant service:

- a. Architectural and Engineering Services for full Schematic Design, Design Development, Construction Documents, Specifications, Bidding/Contract Award, and Construction Contract Administration.
- b. Archaeological Studies or Services.
- c. Surveying by a licensed surveyor; metes & bounds, easements, utilities, existing improvements, etc. (to be provided by County).
- d. Geotechnical engineering and report if determined to be necessary (to be provided by County).
- e. Ecological/Environmental or Hazardous Assessment.
- f. Studies for hazard remediation for Asbestos, Brownfield Sites, site contamination, and other hazardous elements.
- g. Re-design of key elements of project after Owner Approval has been given.
- h. Fire Alarm/Suppression System Design/Security Surveillance Design.
- i. Lighting Protection Systems/Design.
- j. Emergency Power Generation Systems/Design.
- k. Design of off-site utility infrastructure improvements.
- l. Drainage mitigation.
- m. Preparation of easements by separate instrument.
- n. Traffic impact analysis.
- o. LEED Design or Application/Audit.
- p. TDLR Fees for filing and recording of Architectural and Landscape Architectural Construction Documents with registration review and inspection for T.A.S. compliance.
- q. USACE 404 Permitting or other Wetland and Endangered Species Mitigation.
- r. Permits and/or fees as required by local authorities having jurisdiction.

Exhibit B**BURDITT CONSULTANTS,
LLC 2024 HOURLY RATES***

HOURLY RATES APPLY ONLY TO ADDITIONAL SERVICES OR FOR REQUESTS MADE OUTSIDE OF BASIC SERVICES.

DIVISION	CLASSIFICATION	RATE
DESIGN	Principal	\$250
	Program Manager	\$225
	Project Manager	\$200
	Project Architect	\$180
	Project Landscape Architect	\$180
	Licensed Irrigator	\$160
	Architect Associate	\$125
	Landscape Architect Associate	\$125
	CAD Design II	\$100
	CAD Design I	\$85
PLANNING	Senior Planner	\$180
	Planning Associate	\$150
	Geographic Information Systems (GIS) Planner	\$135
NATURAL RESOURCES	Natural Resource Planner/Forester	\$180
	Wildlife Biologist	\$180
	Wetland Scientist	\$180
URBAN FORESTRY	Senior Urban Forester	\$175
ADMINISTRATION	Administrative Assistant II	\$90
	Administration Assistant I	\$75

Invoices are prepared monthly with payments due 30 days of receipt. Interest at the rate of 1 ½ % per month will be charged on all accounts not paid by the 30th day following the billing date. Reimbursable expenses and necessary sub-consultants not currently required by project Requested and Approved by Owner shall be invoiced at cost plus ten percent (10%).