

DRAFT

January 10, 2011
PK No: 0100

Mr. Jared White AICP
Project Coordinator
CITY OF DALLAS
1500 Marilla, Room 6FS
Dallas, Texas 75201

Re: **WINFREY POINT PLANNING STUDY**
Dallas, Dallas County, Texas

Dear Mr. White:

Pacheco Koch Consulting Engineers is extremely pleased to submit our Proposal for Civil Engineering Architectural and Landscape Architectural Services to the City of Dallas. Our team has the expertise and resources to meet, *and exceed*, your expectations.

We believe that we are very capable of providing quality planning and engineering services with emphasis on *responsiveness and communication* with the City. We greatly appreciate this opportunity and look forward to working with you. Thank you for your time and your consideration of Pacheco Koch.

Sincerely,

Christopher M. Jones, P.E., DBIA

GAP/smm
01-9474

enc.

**Proposal for
Landscape Architectural & Civil Engineering Services
For Winfrey Point Planning Study**

This proposal is for Planning, Conceptual design and consulting services by Pacheco Koch Consulting Engineers, Inc. (the Consultant) for the City of Dallas (the Owner).

1.0 SCOPE

The Consultant scope shall consist of planning, conceptual design and engineering consulting services for the development of the Winfrey Point Planning Study. The study area consists of E. Lawther Drive, Emerald Isle Drive, The Winfrey Point Peninsula and the White Rock Lake Pedestrian / Bike trail adjacent to Garland Road. Please refer to Attachment A: Study Area Plan.

- 1.1 The Planning Study will address multiple objectives, such as an improved efficiency of the park site layout, balancing programming objectives, improved and safe multi-modal transportation integration measures, improved access, improved community and Arboretum interface, an environmentally sensitive, sustainable and low impact design approach for event parking accommodation and an overall framework plan which considers a potential Dallas Arboretum expansion.

The overall approach will address the study area from a sustainable and 'global perspective' balancing community interface with long term goals for both White Rock Lake Park and the Dallas Arboretum.

The Planning Study will address the following specific elements:

- 1.1.1. Long Term Planning Evaluation & Analysis
 - 1.1.2. Circulation and Parking Facilities (1,600 total spaces)
 - 1.1.3. Multi-modal study for Lawther Drive; including Pedestrian, Cyclist, Tram Shuttle and Vehicular Transportation modes.
 - 1.1.4. Multi-modal study for Emerald Isle Drive: including Pedestrian, Cyclist, Tram Shuttle and Vehicular Transportation modes.
 - 1.1.5. Shuttle access and transfer for Winfrey Point, Arboretum, and Community
 - 1.1.6. Preservation of Existing Athletic Ball Field Facilities
 - 1.1.7. Preservation of Winfrey Point Center / Rental Facility
 - 1.1.8. Preservation of Open Space and Lake views
 - 1.1.9. Greenhouse / Service Center relocation & transfer with Arboretum
 - 1.1.10. Conceptual Site Plan, Proposed improvements to impacted infrastructure, Drainage Area Map, and Grading plan.
 - 1.1.11. Sustainable Sites Initiatives compliance potential
 - 1.1.12. Infrastructure requirements
 - 1.1.13. Preliminary Cost Estimations
 - 1.1.14. Wayfinding options
 - 1.1.15. Lighting guidelines
 - 1.1.16. Security issues
- 1.2 The work shall consist of the following broad phases: 1) Site Conditions Assessment; 2) Conceptual Planning Study and Opinion of Probable Cost.

2.0 BASIC SERVICES

The Consultant services shall consist of the two phases with specific tasks described in Paragraph's 2.1 through 2.2 as follows:

2.1 Conditions Assessment

- 2.1.1 Coordination Meetings: Consultant will attend bi- monthly meetings with representatives of the City of Dallas Park and Recreation department to update project progress and coordinate tasking, scheduling and deliverables.

Deliverable: (10) Coordination meetings; notes will be recorded and distributed as a memorandum to attendees after each meeting.

- 2.1.2 Data Review: Owner shall provide Consultant available base information for the project site, to include but not limited to: city maps and exhibits, GIS files, aerial photos, aerial surveys in CAD format, boundary surveys, topographic maps, easements and right of ways, utility locations, environmental studies / reports, soils information, drainage information, vegetation, existing and recently proposed White Rock Lake Park plans, Dallas Arboretum plans and long term capacities and programming objectives. Consultant will review said data and infer key factors affecting the Winfrey Point Area Plan.

Deliverable: (1) Memorandum (Word document) in electronic format describing key factors, as well as data sufficiency or voids.

- 2.1.3 Base Map: Utilizing the base information provided by Owner, the Consultant will prepare a base map of the project area at a suitable scale for park board and other engagement presentations and for report preparation purposes. The base map will indicate study area boundaries, immediate urban adjacencies, existing and potential access points, existing park facilities, structures, topography and easements.

Deliverable: Digital Base Map (ACAD).

- 2.1.4 Site Visit: Consultant will visit the park with Owner representatives to review site conditions and adjacent areas. This visit will serve to identify 'key issues affecting potential site improvements. Particular attention will be given to the park road, trail system, ball field area, adjoining development and access to Garland Road.

Deliverable: Summary notes of site visit(s); Photographic record of site visit(s); Statement of planning goals and objectives.

- 2.1.5 Site Conditions Analysis: For reviewing the site context, consultant will take a 'global perspective' into account and evaluate the relationship of the Winfrey Point Study Area (as a multi-modal transportation corridor and park destination) as the study area relates to programming and accessibility to the greater White Rock Lake Park, Dallas Arboretum, the adjacent community and greater Dallas. An analysis of opportunities and constraints will further support the evaluation process.

This task will analyze the study area's ability to accommodate projected increase in park capacities, parking, road and trail corridor usage and configurations, preserved open space, ingress and egress access points and spatial constraints. The study will investigate emerging multi-modal integration with Lawther Drive, citing potential safety concerns and the overall relationship of pedestrians, cyclists, vehicles and tram shuttle interface.

The final analysis will instruct the conceptual planning process and will seek to develop the framework necessary to meet the planning goals and objectives.

Deliverable: (10) hardcopies & (1) (Word document) in electronic format of a summarized Conditions Assessment Report and a PowerPoint electronic document suitable for public presentations.

2.2 Conceptual Planning Study

2.2.1 Site Development Strategies:

Consultant will synthesize findings from the Site Conditions Assessment phase and develop preliminary improvement strategies addressing the key planning objectives.

- Disposition of, or reconfigurations to, existing facilities (roadways, parking, trails)
- Conceptual Transportation Plan / Multi-modal usage study
- Preservation of existing park facilities (entrance, bridge, ball fields, rental facility, etc.)
- Projected event parking capacities
- Open space and view corridors preservation study
- Preliminary environmental restoration study
- Conceptual 'framework plan' for Arboretum expansion
- Assessment of security, lighting and wayfinding.
- A prioritization of proposed improvements

Deliverable: Study Plan matrix; facilities capacities and area/size requirements and study findings for improved circulation and parking facilities. Summarized notes of study component will be included into the final report.

2.2.2 Conceptual Design:

Following the review of the Site Development Strategies, the client, Consultant will develop specific design concepts for:

- Preserved entrance at Garland Road
- Trail reconfiguration adjacent to Garland Road. White Rock Lake shoreline
- Lawther and Emerald Isle Drive reconfiguration and integration with parallel parking and trail usage
- Parking, trailheads, trails and trail amenities
- (1) Event Parking Plan/ native planting scheme
- (1) Open Space Plan / environmental restoration scheme
- (1) Concept Grading Plan
- (1) Concept Drainage Plan
- (2) Perspective Renderings (Rendered features as determined by Owner)
- (3) Cross Sections / Elevations, Trail, Lawther Drive and Event Parking Area
- (5) Conceptual Plan Sketches

Deliverable: Sketch plans, perspective renderings cross sections, elevations and/or sketches of reconfigured park features and facilities as itemized above.

2.2.3 Final Concept Plan

Consultant will develop a revised Final Concept Plan based on final design refinements as directed by owner. Consultant will prepare a Final Concept Plan that is suitable for presentations, and review before proceeding into the Final Plan and Report Phase. The plan will indicate the location of circulation modes, parking and recreational facilities in accordance with the design concepts. The plan will be used area take-off and cost estimating purposes.

Deliverable: Park site plan in ACAD & Illustrator, suitable for public presentation and discussion purposes.

- 2.2.4 Preliminary Cost Estimate: Consultant will refine the plan and summarized memorandums based on input from the client and prepare an Order-of-Magnitude preliminary cost estimate. It is understood that the cost estimate will be the basis for requesting future funding and therefore will include soft costs as well as net construction costs. The preliminary cost estimate will include assumptions for infrastructure.

Deliverable: Order-of-Magnitude preliminary cost estimate in electronic Excel format.

- 2.2.5 Planning Study Report: Consultant will summarize all finding study information and assimilate data into the Planning Study Report, which will include:

- Executive Summary
- Existing Conditions Evaluation
- Planning Study Goals & Objectives
- Design Concepts
- Final Concept Plan
- Infrastructure Support
- Costs, Implementation & Phasing

The Planning Study and Report will serve as a summary of the planning and design process, highlighting the improvements that are deemed necessary to meet the goals and objectives.

Deliverable: 10 hard copies of the Final Planning Study Report plus a digital PDF file; Illustrated park plan; (1) Presentation to Dallas Park Board and an electronic file of the Summary PowerPoint presentation.

Assimilate data into the Planning Study Report, which will include:

3.0 **CONSULTANT TEAM**

The consultant team shall include:

Pacheco Koch Consulting Engineers, Prime Consultant, M/WBE Certified
Wallace Roberts & Todd, LLC, Landscape Architect, not M/WBE Certified

4.0 SCHEDULE

The above Scope will be performed within a 5 ½ month period beginning from the receipt of a formal Notice to Proceed. This time period includes review time, meetings, and presentations, and is further broken down into the following phases:

- Site Conditions Assessment: (45 days)
- Conceptual Planning Development: (60 days)

5.0 FEES

5.1 Basic Services

For the Basic Services outlined above, the Owner agrees to pay Consultant a fee of \$116,540.00 to be billed monthly as a percentage of the work completed. The fee is broken down as follows:

• Site Conditions Assessment (28.599%)	\$	30,960.00
• Conceptual Planning Study (11.106%)	\$	60,860.00

Basic Services Subtotal	\$	91,820.00

5.2 Reimbursable Expenses

• Reproduction (16.261%)	\$	300.00
• Courier (4.06%)	\$	100.00
• Long Distance Travel for WRT Principal Architect (73.17%)	\$	1,500.00
• Plotting (6.50%)	\$	100.00

Reimbursable Expenses Subtotal	\$	2,000.00
Total Proposal (100%)	\$	93,820.00

Reimbursable Expenses – These expenses can include the following, if approved in advance by the City:

- 5.2.1 Living and traveling expenses of non-local employees, partners, and principals when travelling to the City of Dallas on business connected with the project. Living and travel expenses shall not apply to local personnel staff with the exception of personal transportation expenses.
- 5.2.2 Identifiable communication expense, such as long distance telephone, express charges and postage directly related to the project and courier services.
- 5.2.3 Identifiable reproduction costs applicable to the work, such as blueprinting, plotting photocopying, printing and binding, etc.
- 5.2.4 Contracting of Geologist for additional historical research and written report.

6.0 FINAL DELIVERABLES

- Site Conditions Assessment: - Digital Base Map in PDF format. Power Point presentation.
- Planning Study Report: - Park Programming Matrix in Excel format. Concept Site Plan: 66" x 36" (estimated size) 1"-100'-0" – mounted for presentation purposes. Planning Study Report (10 copies). Digital copies shall also be provided in PDF file and/or JPEG file format.

7.0 LIMITATIONS

Based on our understanding of the scope of services, the following items are not included in this proposal:

1. Geotechnical investigation
2. Environmental investigation
3. Wetlands determination and permitting
4. Boundary and topographic surveying
5. Preliminary and final platting
6. Construction documents or Landscape/Irrigation design plans
7. Design of screening walls, light pole bases, transformer or generator pads, hardscape features, pavers and/or site signage.
8. Detailed layout of walks and hardscape areas, including scoring patterns.
9. Dedications of easements and/or right-of-way by separate instrument
10. Bid phase services including preparation of bid forms, solicitation of bids and coordination with prospective bidders
11. Construction phase services including review of pay requests, review of shop drawings, construction observation, and job progress meetings

8.0 ADDITIONAL SERVICES

Additional services must receive written authorization from the Client before being performed. The following hourly rates will be utilized for additional services:

Principal.....	\$210.00/Hr.
Senior Associate Principal.....	\$190.00/Hr.
Associate Principal.....	\$170.00/Hr.
Senior Project Manager.....	\$140.00/Hr.
Project Manager.....	\$115.00/Hr.
Project Coordinator.....	\$115.00/Hr.
Project Engineer.....	\$95.00/Hr.
Senior Technician.....	\$105.00/Hr.
Technician.....	\$80.00/Hr.
Research Coordinator.....	\$60.00/Hr.
Technical Assistant.....	\$50.00/Hr.
Administrative Supervisor.....	\$75.00/Hr.
Senior Administrative Assistant.....	\$75.00/Hr.
Administrative Assistant.....	\$70.00/Hr.
Expert Witness Testimony.....	\$285.00/Hr.
Project Landscape Architect & L.A. Principal in Charge.....	\$200.00/Hr.
Landscape Designer & L.A. Project Manager.....	\$125.00/Hr.
Landscape Designer / CADD.....	\$75.00/Hr.

Pacheco Koch Consulting Engineers, Inc.

Christopher M. Jones, P.E., DBIA
Senior Associate Principal

Date: January 10, 2011

GAP/smm
01-9474

Fee Proposal For
Winfrey Point Planning Study
CITY OF DALLAS
 White Rock Lake Park
 01/10/11

DRAFT

HOURLY RATES	
Sr. Associate Principal	\$200
H&H Expert	\$180
Engineering Project Manager	\$120
Sr. Landscape Architect	\$200
Landscape Project Manager	\$120
Designer	\$75

TASK	SITE CONDITIONS ASSESSMENT	SR. ASSOC.	H&H EXPERT	Engineer PM	SR. LA. ARCH	Landscape PM	Designer	TOTAL
2.0 BASIC SERVICES								
2.1.1 Kick-off Meeting (1)		2	0	2	2	2	2	10
2.1.2 (10) Misc. Meetings & Coordination		10	2	10	2	10	10	44
2.1.3 Data Review & Evaluation		2	8	16	4	24	8	62
2.1.4 Base Map		2	4	20	0	0	40	66
2.1.5 Site Visit		2	2	2	2	2	2	12
2.1.6 Site Conditions Analysis		2	8	12	4	24	0	50
SUBTOTAL HOURS		20	24	62	14	62	62	244
SUBTOTAL FEE \$								30,960.00

TASK	CONCEPTUAL PLANNING STUDY	SR. ASSOC.	H&H EXPERT	Engineer PM	SR. LA. ARCH	Landscape PM	Designer	TOTAL
2.0 BASIC SERVICES								
2.2.0 Site Development Strategies		2	4	8	8	16	24	62
2.2.1 Conceptual Transportation Plan		0	0	0	0	16	16	32
2.2.2 Conceptual Framework Plan		0	0	0	4	8	8	20
2.2.3 Study Plan Matrix		0	0	0	0	4	8	12
2.3.0 Conceptual Design		2	0	2	8	16	24	52
2.3.1 (1) Event Parking Plan		0	0	8	2	4	24	38
2.3.2 (1) Open Space Plan		0	0	0	2	4	16	22
2.3.3 (1) Grading Plan		4	8	24	0	0	0	36
2.3.4 (1) Drainage Plan		4	8	24	0	0	0	36
2.3.5 (2) Perspective Renderings		0	0	0	4	0	32	36
2.3.6 (3) Cross Sections		0	0	0	4	0	24	28
2.3.7 (5) Conceptual Plan Sketches		0	0	0	8	0	0	8
2.3.8 Final Concept Plan		0	0	0	4	4	32	40
2.3.9 Preliminary Cost Estimate		2	2	16	2	16	2	40
2.3.10 Planning Study Report		4	4	8	4	16	2	38
2.3.11 Preparation for and Presentation to Dallas Park Board		4	0	4	4	4	4	20
SUBTOTAL HOURS		22	26	94	54	108	218	520
SUBTOTAL FEE \$								60,960.00

400 EXPENSES	
401 Reproduction	\$ 350.00
402 Courier	\$ 100.00
403 Long Distance	\$ 1,000.00
404 Plotting	\$ 100.00
SUBTOTAL EXPENSES \$ 2,000.00	

PROJECT TOTAL HOURS	42	60	166	88	170	278	764
TOTAL LABOR FEES \$							91,820
EXPENSES \$							2,000
\$							93,820