

April 17, 2023

Mr. Bryan Lyness, PLA, ASLA  
Park Project Manager II  
Parks & Recreation Department  
City of Mansfield  
1164 Matlock Road  
Mansfield, Texas 76063

RE: Agreement for Professional Services –  
Katherine Rose Memorial Park and Hardy Allmon Soccer Complex - Phase 1 Park Improvements

Project Address: Katherine Rose Memorial Park - 303 N. Walnut Creek Drive  
Hardy Allmon Soccer Complex - 310 N. Walnut Creek Drive

Dear Mr. Lyness:

Parkhill (AE) is pleased to have the opportunity to provide Design Services to the City of Mansfield (Owner) for improvements to the Katherine Rose Memorial Park and Hardy Allmon Soccer Complex (Project).

- We understand the Basic Services (Scope of Work) you require for the park improvements to be broken down into two separate bid packages with separate sets of Construction Documents, Bidding, and Record Drawings services for the Katherine Rose Memorial Park and Hardy Allmon Soccer Complex. Phase 1A will bid in early August 2023 and Phase 1B will bid in early January 2024. Following is our understanding of the project scope for each phase:

### **Phase 1A**

#### PROJECT UNDERSTANDING:

#### **Katherine Rose Memorial Park (KRMP)**

*The Project has been broken down into two Phases. Phase 1A consists of Drive and Parking improvements in KRMP and is to be released for bid in early August 2023. All items connected to Phase 1A will be part of Task 1 with subtasks designated with an A, B, C, etc.*

- Improvements include the following elements:
  - Park drive and parking.
  - Parking lot lighting.
  - Adjacent sidewalk and connections to existing trail.
  - Utilities and infrastructure required to support these scope items.
- This Phase of the Project consists of Construction Documents, Bidding, and Record Drawings services (see description under the Phase descriptions) for the KRMP and Hardy Allmon Soccer Complex (HASC) Project.

## **Phase 1B**

### **PROJECT UNDERSTANDING:**

Improvements to both Katherine Rose Memorial Park (KRMP) and Hardy Allmon Soccer Complex (HASC)  
*Phase 1B consists of the Playground and Sports Courts Project. Phase 1B is to be released for bid in January 2024. All items connected to Phase 1B will be part of Task 2 with subtasks designated with an A,B,C, etc.*

### **Katherine Rose Memorial Park (KRMP)**

- Improvements include the following elements:
  - Main Park entry enhancement with landscape and signage.
  - Accessible pedestrian pavement.
  - Restroom Building with integrated Pavilion at Playground
    - Restroom will be a new single-story building (approx. 900 sf) including a Men's Restroom (one accessible stall, one urinal, one sink), Women's Restroom (one accessible stall, one stall, one sink), three (3) family restrooms, and Electrical room.
    - An open-air covered pavilion, connected to the restroom building, consisting of approximately 3,000 square feet. The building will be load-bearing, CMU construction with a low-pitched roof with steel structure on the open-air covered pavilion.
  - Inclusive and accessible playground.
  - Story-walk trail with nooks.
  - Park furnishings (tables, benches, receptacles, and drinking fountains).
  - Landscape and Irrigation.
  - Pedestrian lighting.
  - Utilities and infrastructure required to support these scope items.

### **Hardy Allmon Soccer Complex (HASC)**

- Improvements include the following elements:
  - Existing parking improvements.
  - Drainage Improvements (Dry creek)
  - Four (4) Tennis Courts – lighted.
  - Four (4) Pickleball Courts – lighted.
  - Three (3) Sand Volleyball Courts – lighted.
  - Two (2) Basketball Courts – lighted.
  - Restroom Building with integrated Pavilion at Sport Courts
    - Restroom will be a new single-story building (approx. 800 sf) including a Men's Restroom (one accessible stall, one urinal, one sink), Women's Restroom (one accessible stall, one stall, one sink), two (1) family restrooms, Electrical room.
    - An open-air covered pavilion, connected to the restroom building, consisting of approximately 1,250 square feet. The building will be load-bearing CMU construction with a low-pitched roof with steel structure on the open-air covered pavilion.
  - Park furnishings (tables, benches, receptacles, and drinking fountains).
  - Landscape and irrigation.
  - Pedestrian lighting.
  - Accessible pedestrian pavement.
  - Utilities and infrastructure required to support these Scope items.

## **SCOPE OF SERVICES**

The A/E shall provide the following Basic Services described above plus the following:

### **1. REVIEW TOPOGRAPHIC SURVEY - *(Topographic Survey Provided by Owner)***

A/E shall review the Topographic Survey supplied by Owner to determine if all required areas of survey are provided.

### **2. REVIEW GEOTECHNICAL INVESTIGATION & REPORT – *(Geotech Report Provided by Owner)***

A/E shall review the Geotechnical Report provided by Owner to inform decisions in the Construction Documents for items related to, but not limited to, the following: vehicular/pedestrian paving, light pole footings, building foundations, tennis/pickleball court slab design, pier depths, retaining wall footings west of Walnut Creek Drive and adjacent to the tennis and pickleball courts.

## **DESIGN AND CONSTRUCTION PHASE DESCRIPTIONS**

### **Phase 1A – Basic Services**

#### **Task 1: KRMP – Drive and Parking Improvements**

##### **A - CONSTRUCTION DOCUMENTS PHASE**

Based on Owner approved Master Plan documents A/E shall further develop the plans, coordinate the various park elements and systems, develop construction details, and prepare the material/technical specifications setting forth in detail the requirements for construction of the Phase 1A Bid Package. A/E shall meet applicable City of Mansfield design and construction standards, coordinate plans with City Departments, meet applicable state regulations, and submit Construction Documents to the Owner for development review.

Deliverables: 50% CD Design Review Submittal, 95% CD Design Review Submittal, Bid Issue Construction Documents, Project Manual (Bid Proposal and Technical Specifications), updated Opinion of Probable Construction Cost (OPCC), One Meeting as necessary.

##### **B - BIDDING & NEGOTIATIONS PHASE**

A/E shall provide/perform the following services during the Bidding and Negotiations Phase: Answer questions from Bidders, prepare addenda as necessary, review substitution requests from Contractor(s), attend pre-bid meeting (if desired), attend bid opening (if desired), assist Owner in pre-qualification of bidders, assist Owner in a pre-construction conference.

##### **C - RECORD DRAWINGS**

The A/E shall transfer information provided by the Contractor's mark-ups/as-built drawings after construction is complete to digital files (AutoCAD and PDF) and provide these files to the Owner.

##### **D - CONSTRUCTION ADMINISTRATION / CONSTRUCTION OBSERVATION PHASE**

Reference ALLOWANCES

## **Phase 1B – Basic Services**

### **Task 2: KRMP & HASC – Park Improvements**

#### **A - DESIGN DEVELOPMENT PHASE**

Owner has established the desired program elements for this Phase of improvements to the Park. This Phase of development will serve as a continuation of that effort, offering a deeper exploration into the details of the site design. A/E shall prepare drawings and other documents to fix and describe the size and character of the Project with regard to site, civil, and electrical systems, materials to be used, and specific site amenities/furnishings as may be appropriate. A/E shall coordinate with governmental authorities, as required, and provide information requested for compliance with applicable codes, ordinances, and laws. A/E shall coordinate with local utility companies, as necessary, to obtain information regarding impacts and how those impacts may affect Project cost.

Deliverables: 50% Design Development Submittal, 95% Design Development Submittal (preliminary site plan, preliminary grading plan, preliminary hardscape plan, preliminary softscape plan, preliminary storm drainage layout, preliminary utility layout, preliminary site lighting plan, preliminary restroom/pavilion plan), Opinion of Probable Construction Cost (OPCC), Informal digital submittals for review/comment by Owner, Three (3) Meetings as necessary.

#### **B - CONSTRUCTION DOCUMENTS PHASE**

Based on the Owner-Approved Design Development documents A/E shall further develop the plans, coordinate the various Park elements and systems, develop construction details, and prepare the material/Technical Specifications setting forth in detail the requirements for construction of the Phase 1B Bid Package. A/E shall meet applicable City of Mansfield design and construction standards, coordinate plans with City Departments, meet applicable state regulations, and submit Construction Documents to the Owner for development review.

Deliverables: 50% CD Design Review Submittal, 95% CD Design Review Submittal, Bid Issue Construction Documents, Project Manual (Bid Proposal and Technical Specifications), updated Opinion of Probable Construction Cost (OPCC), two (2) meetings as necessary.

#### **TASK C - BIDDING & NEGOTIATIONS PHASE**

The A/E shall provide/perform the following services during the Bidding and Negotiations Phase: answer questions from Bidders, prepare addenda as necessary, review substitution requests from Contractor(s), attend pre-bid meeting (if desired), attend bid opening (if desired), assist Owner in pre-qualification of bidders, assist the Owner in a pre-construction conference.

#### **TASK D - RECORD DRAWINGS**

A/E shall transfer information provided by the Contractor's mark-ups/as-built drawings after construction is complete to digital files (AutoCAD and PDF) and provide these files to the Owner.

#### **TASK E - CONSTRUCTION ADMINISTRATION / CONSTRUCTION OBSERVATION PHASE**

Reference ALLOWANCES

### **ADDITIONAL SERVICES**

Additional Services are services that are not specifically included in this Proposal (i.e., restroom building design, public meetings, additional meetings beyond those described above, etc.). Said Services shall be described, and compensation established and authorized by the Owner in writing prior to A/E providing said Services. Additional Services, beyond those identified by a task, shall be attached to this Proposal as an Amendment.

### **TASK 3 – ARCHITECTURAL / STRUCTURAL – RESTROOM BUILDINGS & INTEGRATED PAVILION**

- **KRMP** –
  - Restroom will be a new single-story building (approx. 900 sf) including a Men's Restroom (one accessible stall, one urinal, one sink), Women's Restroom (one accessible stall, one stall, one sink), three (3) family restrooms, and Electrical room.
  - An open-air covered pavilion, connected to the restroom, consisting of approximately 3,000 square feet. The building will be load-bearing, CMU construction with a low-pitched roof with steel structure.
- **HASC** –
  - Restroom will be a new single-story building (approx. 800 sf) including a Men's Restroom (one accessible stall, one urinal, one sink), Women's Restroom (one accessible stall, one stall, one sink), two (2) family restrooms, and Electrical room.
  - An open-air covered pavilion, connected to the restroom, consisting of approximately 1,250 square feet. The building will be load-bearing CMU construction with a low-pitched roof with steel structure.

### **ALLOWANCES**

Allowances for Owner's use in the event that Services, beyond those listed in the Project Understanding / Scope, are included for the benefit of the Project. These allowances will be entirely controlled by the Owner and their use will only be authorized by written approval of the Director of Parks and Recreation, Senior Park Planner, or Project Manager, prior to the performance of services. All Services will be provided on an hourly rate basis. The allowance amount shall not be exceeded without prior written approval of the Director of Parks and Recreation, Assistant City Manager, or City Manager.

### **TASK 4 - CONSTRUCTION ADMINISTRATION / CONSTRUCTION OBSERVATION ALLOWANCES**

- **Task A: Phase 1A – Construction Administration / Construction Observation**

Site Visits: A/E shall visit the site on an as-needed basis as directed by the Owner.

The A/E shall review shop drawings and other submittal information for the purpose of ascertaining conformance with the design intent and Construction Documents, provide responses to requests for information (RFI) or clarifications, prepare change orders (if required), assist the Owner in conducting the substantial completion and final completion observations, and assist the Owner with closeout procedures.

Except as expressly stated in the Scope of Work, A/E shall not be responsible to supervise, direct, or have control over Work of Owner's Contractors, subcontractors or other service/material providers, including any designated general contractor of Owner or any subcontractors, thereof nor have any responsibility for the Contractor's means, methods, techniques, sequences, or procedures selected by Contractors, nor for the Contractors' safety precautions or programs in connection with Work. These rights and responsibilities are solely

those of and between the Owner and the applicable Contractors. Owner agrees that A/E is not responsible for the jobsite condition or on-site worker safety, except as otherwise expressly stated in the Scope of Work.

Except and unless prohibited by applicable law, Consultant shall not be responsible for any acts or omissions of Contractors, including any subcontractor, any entity performing any portions of Work or any agents or employee of any of them. A/E does not guarantee the performance of any of the Contractors and shall not be responsible for Contractors' failure to perform or furnish any applicable Work in accordance with the Contract Documents or any applicable laws, codes, rules, or regulations. A/E shall not be responsible for any delays in the execution of the Work caused by Contractor.

■ **Task B: Phase 1B - Construction Administration Construction Observation**

Site Visits: A/E shall visit the site on an as-needed basis as directed by the Owner.

The A/E shall review shop drawings and other submittal information for the purpose of ascertaining conformance with the design intent and Construction Documents, provide responses to requests for information (RFI) or clarifications, prepare change orders (if required), assist the Owner in conducting the substantial completion and final completion observations, and assist the Owner with closeout procedures.

Except as expressly stated in the Scope of Work, A/E shall not be responsible to supervise, direct, or have control over Work of Owner's Contractors, subcontractors or other service/material providers, including any designated general contractor of Owner or any subcontractors, thereof nor have any responsibility for the Contractor's means, methods, techniques, sequences, or procedures selected by Contractors, nor for the Contractors' safety precautions or programs in connection with Work. These rights and responsibilities are solely those of and between the Owner and the applicable Contractors. Owner agrees that A/E is not responsible for the jobsite condition or on-site worker safety, except as otherwise expressly stated in the Scope of Work.

Except and unless prohibited by applicable law, Consultant shall not be responsible for any acts or omissions of Contractors, including any subcontractor, any entity performing any portions of Work or any agents or employee of any of them. A/E does not guarantee the performance of any of the Contractors and shall not be responsible for Contractors' failure to perform or furnish any applicable Work in accordance with the Contract Documents or any applicable laws, codes, rules, or regulations. A/E shall not be responsible for any delays in the execution of the Work caused by Contractor.

**OTHER RELATED SERVICES**

The services below are optional and may or may not be required. Consultant will provide the following related services/products as part of the basic services as needed:

**Task 5 - KRMP & HASC – Hydrologic and Hydraulic Study**

The improvements for this Project consist of adding parking, concrete trails, pavilions, amenities, playgrounds, and other structures in the flood plain and in some cases the floodway. Owner requires a Flood Study Impact Analysis of the proposed Projects on the mapped FEMA Zone AE - Walnut Creek 3 and Pond Branch. Walnut Creek 3 flows west to east through the site, while Pond Branch flows from south to north and combines with Walnut Creek 3 in the center of Katherine Rose Park.

The Flood Study will analyze Walnut Creek 3 for the 2-yr, 10-yr, 25-yr, and 100-yr fully developed storm frequencies. The Flood Study consists of hydrologic and hydraulic analyses for the pre- and post-Project

conditions and evaluating the impact to the water surface elevations, velocities, erosion hazard setback, and floodplain valley storage of the watershed downstream of the Project site. The H&H Study of the floodplain/floodway will be conducted in phases.

#### A – Flood Study

- Conduct one site visit
- Hydrologic Modeling
  - Collect the latest Hydrology models that represent the watershed. Models from surrounding developments and the FEMA effective model will be collected from the Owner and/or FEMA.
  - Update the HMS model using the latest version of the HEC-HMS and update rainfall for NOAA Atlas 14.
  - Analyze the 2-yr, 10-yr, 25-yr, and 100-yr storm events for both existing and fully developed watershed conditions.
  - Update the Project site to reflect proposed improvements in both existing and fully developed conditions.
  - Determine if there are any adverse impacts to hydrology as a result of the planned improvements.
- Hydraulic Modeling
  - Collect the latest Hydraulic models that represent the two streams from Owner and/or FEMA.
  - Using the latest version of HEC-RAS, create the existing conditions hydraulic model for the two study streams and run the required storm events mentioned above in addition to the FEMA effective profiles.
  - Execute a floodway model based on the updated geometric sections from creating the existing conditions model.
  - Troubleshoot the model.
  - Modify the existing models to reflect proposed improvements from the planned Park site concept plan. Incorporate the two proposed stream crossings.
  - Adjust design to meet Project goals and Owner criteria.
  - Evaluate impact to the creek through the Project site.
  - Ensure FEMA standards are met by evaluating the FEMA profiles.
  - Construct a proposed floodway model.
  - Identify the erosion hazard setback limits and map.
  - Floodplain Mapping.
  - Flood Study Report.
  - Attend one (1) meeting with Owner to discuss the findings of the Flood Study.
  - Respond to any technical comments from Owner for up to one round. Any additional rounds of comments will be considered Additional Services.

*Deliverable – A/E will provide a digital copy of the Report to the Owner for review.*

#### B – FEMA Conditional Letter of Map Revision (CLOMR) - before construction

- Incorporate proposed grading plan data.
- Update hydraulic model to reflect proposed conditions.

*Deliverable – Parkhill will provide a digital copy of the Report to the Owner for review. After approval from Owner, A/E will submit the CLOMR package online to FEMA.*

#### C – FEMA Letter of Map Revision (LOMR) - after construction

- Coordinate with Survey to collect as-built topographic data.
- Update hydraulic model to reflect as-built conditions.
- Project Narrative.
- Complete all applicable MT-2 forms.
- Certified hydraulic work map and annotated FIRM map.
- Coordinate with Owner/FEMA.

*Deliverable – A/E will provide a digital copy of the Report to the Owner for review. After approval from Owner/AE will submit the LOMR package online to FEMA.*

## **Task 6 - KRMP & HASC - Environmental Services**

### **INTRODUCTION**

#### *Clean Water Act*

Jurisdictional waters of the United States are protected under guidelines outlined in Sections 401 and 404 of the Clean Water Act (CWA), and in Executive Order 11990 (Protection of Wetlands). The U.S. Army Corps of Engineers (USACE) has the primary regulatory authority for enforcing Section 404 requirements for waters of the United States, including wetlands. Examples of common waters of the United States include:

- All waters such as intrastate lakes, rivers, streams (including intermittent streams), mudflats, sandflats, wetlands, sloughs, prairie potholes, wet meadows, playa lakes, or natural ponds, the use, degradation, or destruction of which could affect interstate or foreign commerce.
- Wetlands adjacent to waters (other than waters that are themselves wetlands) identified in paragraphs (a) (1) through (6) of 33 Code of Federal Regulations (CFR) 328.3. The term adjacent means bordering, contiguous, or neighboring. Wetlands separated from other waters of the United States by man-made dikes or barriers, natural river berms, beach dunes and the like are "adjacent wetlands."

Activities requiring construction (i.e., earthwork, placing fill, excavating, constructing dams, diverting creeks, channelizing creeks, etc.) within waters of the United States generally require a permit from the USACE. The type of permit depends upon the activity and the water resources affected. Typical permits include Nationwide Permits, Regional General Permits, Letters of Permission, and Individual Permits, ranked from simple to complex, respectively.

### **Cultural Resources**

#### *Antiquities Code of Texas (ACT)*

The Antiquities Code of Texas (ACT) as outlined in the TAC Title 13 Part II and the Texas Natural Resource Code (TNRC) Title 9 Chapter 191 requires that the Texas Historical Commission (THC) staff review any action by a state agency or a state political subdivision that has the potential to disturb historic and archeological sites on public land. Public land is defined as property under the control of a subsidiary of the state, which includes permanent and temporary easements. Examples of projects that require review, include reservoirs constructed by river authorities and water districts; construction of recreational parks or the expansion of existing facilities by city governments; energy exploration by private companies on public land; and construction by a city or county government that exceed five acres or 5,000 cubic yards, whichever comes first. If the activity occurs inside a designated historic district, or affects a recorded archeological site, it needs to be reviewed, regardless of project size. The ACT also requires THC review for any project less than the thresholds mentioned above yet requires subsurface archeological investigations to determine the presence or absence of archeological materials on public land. As the City of Mansfield is a political entity of the State of Texas, it is required to comply with the ACT.



*Section 106 of the National Historical Preservation Act (NHPA).*

The National Historic Preservation Act (NHPA) (16 U.S. Code [USC] 470), specifically Section 106 of the NHPA (16 USC 470(f)), requires the State Historic Preservation Officer (SHPO), an official appointed in each State or territory, to administer and coordinate historic preservation activities, and to review and comment on all actions licensed by the Federal government that will have an effect on properties listed in the National Register of Historic Place (NRHP), or eligible for such listing. Federal actions include, but are not limited to, construction, rehabilitation, repair projects, demolition, licenses, permits, loans, loan guarantees, grants, and Federal property transfers. If the project requires a Section 404 of the CWA permit from the USACE, it would be subject to the provisions of the NHPA of 1966, as amended.

**Location**

The project is associated with improvements to Katherine Rose Memorial Park and Allmon Soccer Complex located in the City of Mansfield, Tarrant County, Texas. The limits of the project site were provided to Integrated Environmental Solutions, LLC (IES) on 31 March 2023, which are graphically represented below in red.



**Description of Services**

**A - Waters of the United States Delineation**

IES will provide professional services to delineate all waters of the United States, including wetlands, within the project site. IES wetland ecologist will delineate the jurisdictional limits of the streams based on 33 Code of Federal Regulations (CFR) 328.3[e] and delineate the jurisdictional limits of any wetlands based on the 1987 USACE Wetland Delineation Manual and the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Great Plains Region (Version 2.0), and any current Regulatory Guidance Letters. The boundaries of all of these water features identified in the field will be recorded with a Global Positioning System (GPS) that is capable of sub-meter accuracy. After the delineation is completed, IES will digitize these waters of the United States for use by the client for planning, impact calculation, and illustration purposes. This delineation will be provided to the engineer/client for inclusion in their engineering plans to avoid and minimize impacts to waters of the United States (if any are present on the site). The deliverable for this task is a delineation report that includes methods, results, and conclusions, along with the necessary data forms, photographs, maps, and a delineation map. The conclusion of this report will detail why any water features on the site are or are not considered waters of the United States.

## B – Section 404/Nationwide Permit Assessment

After the delineation is completed, IES will utilize this delineation to evaluate the proposed site plan to determine compliance with Section 404 of the CWA, specifically the NWP program. IES will evaluate the proposed project and what impacts the project has in waters of the United States to determine the USACE's scope and type of permit necessary for the impacts. Next IES will document the NWP terms and conditions, General Conditions, and Fort Worth District Regional Conditions for the applicable permit. Finally, IES will document how the proposed project complies with each of these conditions. IES will summarize the delineation, impact assessment, permit conditions, and compliance in a brief letter report.

## C – Cultural Resources Desktop Analysis and THC Coordination

Per the requirements of the Antiquities Code of Texas, projects with more than 5 acres or 5,000 cubic yards of ground disturbance require review by the THC. Coordination with the THC will be through the submittal of a desktop analysis, which will provide analysis and information pertaining to:

- Project location and design.
- Soils.
- Topography and geology.
- Known archeological sites, National Register properties and districts, historic-aged buildings and structures, cemeteries, and historical markers within the project area.
- Previously conducted archeological surveys within one mile of the project area.
- Cultural resources probability assessment.
- Property ownership through deed chain-of-title research.
- Recommendations.

A letter report will be prepared documenting the above items in relation to the proposed project. IES will then submit the letter report to the THC for their review and concurrence.

## Environmental Conditions

The cultural resources task is specific to a desktop assessment, in the event the THC or USACE requires a pedestrian survey, these services will be conducted under a separate agreement. Based on the preliminary plans, A/E does not anticipate there being any submittals to the USACE under Section 404 of the CWA; therefore, this scope of services precludes any NWP Pre-Construction Notification services.

## EXCLUSIONS

The intent of this Scope of Services is to include only the Services specifically listed herein for this Project. Services specifically excluded from our Scope of Work include, but are not limited to, the following:

- Fees for permits and advertising.
- Storm Water Pollution Prevention Plan (SWPPP).
- Preparation of Plats or Boundary Survey documents.
- Topographic Survey.
- Geotechnical Report.
- Field Surveying or production of related maps for purposes of determining off-site utility location or construction control and layout.
- Design of off-site utility services or drainage facilities to distance of 100 feet or more from the Project site boundary.
- Traffic Engineering Reports or Studies.

- Third-Party Independent Construction Inspection Services.
- Construction Material Testing.
- Full-time, or otherwise more frequent than provided as Basic Services, observation of the Contractor's Work in Progress.

#### **ITEMS AND SERVICES TO BE PROVIDED BY THE OWNER**

The Owner will provide the following services to A/E in the performance of the Project upon request:

- Existing data the Owner has on file concerning the Project, if available.
- As-Built plans for the existing facilities and/or utilities, if available.
- Assist the Consultant in obtaining any required data and/or information from the local utility companies as necessary.
- City of Mansfield standard details and specifications in digital format.
- Assist the Consultant in requiring appropriate utility companies to expose underground utilities within rights-of-way and/or easements when required.
- Architectural Plans, Specifications and Estimates (Seal in the State of Texas) to be used for the Construction Documents. If City elects not to provide the Architectural PS&E an Additional Services Allowance is available.
- Topographic Survey –
  - *The Survey will provide a minimum contour interval of one foot, show the existing facilities, nearby utilities, trees with a 3-inch caliper or greater, adjacent parking lots/drive aisles/striping, adjacent streets, boundary lines, and other miscellaneous items. This Survey will comply with standard City of Mansfield requirements and should be provided in ACAD, NAD83, and PDF.*
- Geotechnical Investigation and Report
  - *Owner to confirm boring locations and depths with A/E.*

**COMPENSATION (Fee Schedule)**

Our fee for the Basic Services described above will be based on a lump sum amount of \$532,600.00 and will be billed on a percentage complete method. Should the Scope of Services described above change during the Project, the lump sum amount will be adjusted either up or down by a mutually agreed upon amount or based on an hourly rate method using A/E's standard Hourly Rate Schedule.

<b>Phase 1A</b>	<b>Selected Services</b>	<b>Services Not Selected</b>
<b>Basic Services:</b>		
<b>Task 1: KRMP – Drive and Parking Improvements</b>		
A. Construction Documents Phase	\$ 91,000.00	-
B. Bidding & Negotiation Phase	\$ 6,000.00	-
D. Record Drawings	\$ 5,000.00	-
Subtotal Basic Services Compensation – Task 1A	\$ 102,000.00	-
<b>Phase 1B</b>		
<b>Basic Services:</b>		
<b>Task 2: KRMP &amp; HASC – Park Improvements</b>		
A. Design Development Phase	\$ 169,700.00	-
B. Construction Documents Phase	\$ 233,700.00	-
C. Bidding & Negotiation Phase	\$ 21,200.00	-
D. Record Drawings	\$ 6,000.00	-
Subtotal Basic Services Compensation – Task 1B	\$ 430,600.00	-
<b>Total Basic Services (Task 1A + 1B)</b>	<b>\$ 532,600.00</b>	<b>-</b>
<b>Additional Services:</b>		
<b>Task 3: Architectural / Structural</b>		
A. Restroom Buildings w/ Pavilion (Subconsultant) – Phase 1B	\$ 132,043.00	-
<b>Total Additional Services Compensation – Task 3</b>	<b>\$ 132,043.00</b>	<b>-</b>
<b>Allowances:</b>		
<b>Task 4 – Construction Administration/Construction Observation Allowances</b>		
A. Construction Administration / Construction Observation - Phase 1A	-	\$ 8,600.00
B. Construction Administration / Construction Observation - Phase 1B	-	\$ 96,560.00
<b>Total Allowances – Task 4</b>	<b>-</b>	<b>\$ 104,250.00</b>
<b>Other Related Services:</b>		
<b>Task 5: KRMP &amp; HASC – Hydrologic and Hydraulic Study</b>		
A. Phase 1 – Flood Study	\$ 46,920.00	-
B. Phase 2 - CLOMR	-	\$ 27,485.00
C. Phase 3 – LOMR	-	\$ 41,285.00
<b>Subtotal Other Related Services Compensation – Task 5</b>	<b>\$ 46,920.00</b>	<b>\$ 68,770.00</b>
<b>Other Related Services:</b>		
<b>Task 6: KRMP &amp; HASC – Environmental Services</b>		
A. Waters of the United States Delineation	-	\$ 3,565.00
B. Section 404/Nationwide Permit Assessment	-	\$ 1,380.00
C. Cultural Resources Desktop Analysis and THC Coordination	-	\$ 3,220.00
<b>Subtotal Other Related Services Compensation – Task 6</b>	<b>-</b>	<b>\$ 8,165.00</b>
<b>Total - Approved Tasks</b>	<b>\$ 711,563.00</b>	<b>-</b>
<b>Total - Items Not Selected</b>	<b>-</b>	<b>\$ 181,185.00</b>

**REIMBURSABLE EXPENSES**

Reimbursable Expenses are in addition to A/E Compensation for Basic Professional Services and will be billed at invoice cost plus a 15% markup for handling costs. Reimbursable Expenses include, but are not limited to travel, postage/shipping, reproductions/copies, color plots/prints, accessibility plan review and inspection fees and reproduction of reports. These expenses shall be invoiced to a Not-To-Exceed Allowance of \$5,000.00.

Optional Supplemental Services may include "fly-through" animations, video presentations, exterior and interior renderings (photo-realistic), printed brochures, and fundraising collateral. These costs will be determined based on the desired level of presentation materials required and billed as Reimbursable Expenses.

Invoices will be sent to:

[bryan.lyness@mansfieldtexas.gov](mailto:bryan.lyness@mansfieldtexas.gov)

Mr. Bryan Lyness, PLA, ASLA  
Park Project Manager II  
Parks & Recreation Department  
City of Mansfield, TX

A/E will also send invoices via the email address [bryan.lyness@mansfieldtexas.gov](mailto:bryan.lyness@mansfieldtexas.gov).

You may indicate your acceptance of this Agreement and the attached Standard Conditions by returning one signed copy of this letter and the Standard Conditions to our office. Unless another date is specified, we will consider receipt of the letter as authorization to proceed.

We appreciate the opportunity to continue to serve the City of Mansfield in Building Community together and look forward to the successful completion of your Project. If you have any questions, please do not hesitate to call us.

Sincerely,

**PARKHILL (A/E)**

**CITY OF MANSFIELD (OWNER)**

By \_\_\_\_\_  
Clint Wofford, RLA  
Associate / Landscape Architecture

Accepted By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By \_\_\_\_\_  
Chad Davis, ASLA  
Principal / Director of Landscape  
Architecture

*"The Texas Board of Architectural Examiners, P.O. Box 12337, Austin, Texas 78711-2337, (512) 305-9000, [www.tbae.state.tx.us](http://www.tbae.state.tx.us) has jurisdiction over complaints regarding the professional practices of persons registered as landscape architects in Texas."*