



July 6, 2021  
PK No.: 4073-20.671

**Mr. Matt Young**  
*Director of Parks and Recreation*  
**CITY OF MANSFIELD**  
210 Smith Street  
Mansfield, Texas 76063

Re: Additional Services  
**McCLENDON PARK EAST & McCLENDON PARK WEST**  
**Landscape Architecture and Civil Engineering**  
*Mansfield, Tarrant County, Texas*

Dear Mr. Young:

As you are aware, Pacheco Koch Consulting Engineers, Inc. has been requested to provide services on the referenced site that we believe are outside the Scope of Work of our revised proposal dated October 21, 2021, and subsequent additional services proposals as applicable. These services are as follows:

The City would like to reduce the scope of work for the existing contract at McClendon Park East and add new scope at McClendon Park West. Scope of work removed from McClendon Park East and added to McClendon Park West include prefab restroom building and splash pad amenities and will require the additional services listed below. The McClendon Park East project was designed to a 30% CD level and will require redesign of documents as listed below.

It is our understanding that, prior to beginning work, Pacheco Koch will be provided a current comprehensive Boundary & Topographic Survey of the site to be utilized in preparation of the site development plans. The survey will be provided in an AutoCAD compatible format. Pacheco Koch will be entitled to rely on this survey as being true and accurate in all respects and assume no liability for errors or conflicts that may arise as a result of inaccurate or incomplete information on said survey.

### **McClendon Park East**

#### **Landscape Architecture Services**

REVISIONS TO THE SITE PLAN: The consultant will revise the site plan as appropriate to incorporate City directed changes associated with a reduction of scope for McClendon Park East and moving programmatic elements to McClendon Park West.

*Included in this item:*

- One (1) conceptual option in draft format for review by the City.
- Color plan graphic of selected conceptual option.
- Opinion of Probable Construction Cost.
- Coordination of Site plan with CMAR selected Contractor.

REVISION TO PLANS: The consultant will revise the plans as appropriate to incorporate City directed changes associated with a reduction of scope for McClendon Park East and moving programmatic elements to McClendon Park West. Improvements at McClendon Park East will now include: a 5–12-year-old playground with shade sails, exterior stairs and ramps, fencing, mow curbs, plantings, irrigation and retaining walls less than 36" in height, sidewalks and site furnishings.

*Included in this item:*

- Plan submittals to the City as laid out in the original scope of work
- Coordination of plan submittals and design with CMAR selected Contractor

## **McClendon Park West**

### **Landscape Architecture Services**

It is understood that the scope and fee for the Landscape Architecture - Splash Pad at McClendon Park East is no longer needed for that park and will be utilized on McClendon Park West and remains as stated in the original contract.

SUBMITTALS & COORDINATION MEETINGS: Consultant will attend meetings and/or presentations to coordinate with other team members and the owner during the design phase of McClendon Park West, as laid out in the original scope of work. Plans will be incorporated into the McClendon Park East plan set and submitted as outlined for Owner review.

*Included in this item:*

- Official plan review submittals as follows:
  - One (1) Site Plan review submittal.
  - One (1) 60% plan review submittal.
  - One (1) 90% plan review submittal.
  - One (1) "For Bid/Permit" submittal.
  - One (1) "For Construction" submittal.
- Coordination of plan submittals and design with CMAR selected Contractor

FULL LANDSCAPE ARCHITECTURE PLAN SERVICES: Consultant will provide Landscape Architecture Design services for McClendon Park West that consists of hard and soft surface elements of the site on the ground plane, excluding vehicular paving, based on the site plan provided by the City, see Exhibit A attached. Elements typically include pedestrian paving, pedestrian handrails, exterior stairs and ramps, site furniture, fencing, mow curbs, landscape plantings, irrigation, shade structures, and seat walls/retaining walls less than 36" in height.

*Included in this item:*

- Coordination of City review and approval of plans prepared as part of this item.
- Construction Documents: Plans to include layout, hardscape/amenities (fencing, pedestrian paving, shade structures, ball field foul ball netting, signage, playground, planting, irrigation and detail plans to a level sufficient to demonstrate design intent and allow the construction thereof, including materials and quantity schedules. Technical specifications will be prepared for each critical item in the Landscape Architectural Plans, through NCTCOG standard specifications, City specifications, or Master-Spec supplemental documents as required.
- Coordination with the Civil Engineer to connect drainage structures as necessary.
- Coordination with Structural Engineer related to shade structures and footings, if required.

*Not included in this item:*

- Way-finding signage on buildings or for vehicular circulation. Retaining wall design for walls over 36" in total height, or with surcharges.
- SWPPP Plans.
- Vehicular Paving Plans.
- Detailed splash pad design related to structural support/detailing, MEP systems, code compliance requirements, safety mechanisms and other detailed design shall be by the contractor or water feature consultant hired by others.
- Vehicular pavement design and grading. Paving enhancement design for vehicular areas, if any, will be provided to the civil engineer in the design development phase for incorporation into the vehicular paving plans.
- Irrigation systems utilizing reclaimed water that require pumps, filters and associated controls. This can be provided as an additional service if needed.
- LEED pursuit.
- Green roofs or terraces over structure.
- Bid Phase services.
- Baseball field improvements beyond foul ball netting.

TAS/TDLR COORDINATION: Consultant will prepare submittal paperwork and submit plans and specifications to a Registered Accessibility Specialist (RAS) to be reviewed in accordance with the Texas Accessibility Standards (TAS); particularly, the Architectural Barriers Act.

*Included in this item:*

- One (1) revision to the plans to respond to any deficiencies in the plans and specifications identified in the RAS plan review.

*Not included in this item:*

- Changes to plan sheets other than those representing deficiencies in the design identified by the RAS.
- Site visits with the RAS for site inspection.
- Fees for the review and inspection will be submitted as a reimbursable expense.

REIMBURSABLE EXPENSES: Included in this item are usual and customary expenses normally incurred during this type of project. These could include travel expenses, courier delivery charges, overnight delivery charges, copies of deeds, copies of existing plans and/or maps, photocopies, printing and reproduction (either in-house or by reproduction company). Application, review and filing fees are not included in this item. A copy of our "Standard Billing Rates for In-House Reimbursable Charges" is attached for your reference.

## **Engineering Services**

REVIEW/CONVERSION OF SURVEY INFORMATION PROVIDED BY OTHERS: Consultant will review an on the ground survey of the property prepared by others and provided by the City of Mansfield. The survey should include those items listed on the attached Exhibit "A". If possible, the surveyor who prepared the drawing should complete the enclosed Boundary & Topographic Survey Checklist. A copy should be returned to Consultant at the time the survey is provided for review. If required pursuant to a review of the survey, Consultant will prepare a letter of review comments, based upon those items listed on the attached Exhibit "A", and will submit this letter to the City of Mansfield to obtain necessary survey revisions or additional information. Included in this item are two (2) reviews of the survey with the purpose of the second review being to verify that the comments and any additional information required have been addressed.

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Any survey revisions and/or subsequent reviews shall be made on an hourly rate basis. Any information, such as existing utility plans, not available through the independent surveyor and required for civil design, will be obtained by Consultant and compensated on an hourly rate basis. Also included in this item is the conversion of supplied digital information to standard Consultant CAD layering format.

It is understood that the scope and fee from McClendon Park East is no longer needed and will be utilized on McClendon Park West and remains as stated below. Consultant will revise the existing plans as needed.

**MCCLENDON PARK WEST GRADING & DRAINAGE PLAN:** Consultant will prepare a Grading & Drainage plan for the project. This plan will show existing grades, proposed contours and spot elevations as required, and existing and proposed finished floor elevations.

*Included in this item:*

- Coordination of City review and approval of plans prepared as part of this item.
- One (1) revision to the plan to reflect site plan changes as a result of Owner or Architect comments. Additional changes will be made on an hourly rate basis.
- Preparation of a site Drainage Area Map that will define stormwater discharges and proposed drainage patterns for the site.
- Design of on-site storm sewer, if required.
- Redesign of the site grading to balance the cut/fill on the site based upon contractor input.
- Early grading permit coordination

*Not included in this item:*

- Profiles for public and private systems.
- Design of stormwater detention facilities.
- Design of any off-site storm sewer or drainage improvements not described above.
- Design of any underfloor drainage systems or grading, and the design of French drain systems around the building perimeters.
- Additional modifications to cut/fill balance the site after the initial revision.
- Structural wall design or drainage thru wall

It is understood that the scope and fee from McClendon Park East is no longer needed and will be utilized on McClendon Park West and remains as stated below. Additional coordination will be added for the CMAR process with the contractor.

**PRIVATE WATER & SANITARY SEWER PLAN:** Consultant will prepare plans for private on-site water and sanitary sewer improvements for the proposed splash pad. These improvements will be designed from existing public mains located adjacent to the site to a point 5-feet outside the splash pad pump vault. The connection points will be coordinated with the MEP consultant, splash pad designs, or the Architect. Our assumption is that the city will allow splash pad discharge to drain into the sanitary sewer.

*Included in this item:*

- Coordination of City review and approval of plans prepared as part of this item.
- One (1) revision to the plan to reflect site plan changes as a result of Owner comments. Additional changes will be made on an hourly rate basis.

*Not included in this item:*

- Design of any public water or sanitary sewer improvements or extensions not described above.
- Profiles for public or private systems.
- Improvements to address any deficiencies in existing restroom fire coverage.
- Design of fire coverage for existing or proposed facilities.
- Lift Station Design

STORMWATER POLLUTION PREVENTION PLAN: Consultant will prepare a Stormwater Pollution Prevention Plan for construction activities in the project area including an Erosion Control Plan, Instructions to the Contractor and Contractor's Checklists.

*Included in this item:*

- Coordination of City review and approval of plans prepared as part of this item.
- One (1) revision to the plan to reflect site plan changes as a result of Owner or Architect comments. Additional changes will be made on an hourly rate basis.

*Not included in this item:*

- Review and determination of any listed endangered or threatened species or designated critical habitats in the project area.
- Construction administration or monitoring of contract activities during construction.
- Assistance to the Owner and to the Contractor in filing the required Notice of Intent (NOI) and the Notice of Termination (NOT) form for the proposed construction activities.

### **Engineering Special Services**

STRUCTURAL PLAN: It is understood that the scope and fee for the Structural Plan from McClendon Park East is no longer needed and will be utilized on McClendon Park West and remains as stated in the original contract.

ELECTRICAL PLAN: It is understood that the scope and fee for the Electrical Engineering Plan from McClendon Park East is no longer needed and will be utilized on McClendon Park West. Additional design is required for the improvements at McClendon Park West beyond the original contract at McClendon Park East. Lift station design is included in this scope and fee.

*Not included in this item:*

- Design for a generator for the lift station.

### **Engineering Special Services (If Requested)**

It is understood that the scope and fee for the Structural Plan and Electrical Engineering Plan from McClendon Park East is no longer needed and will be utilized on McClendon Park West and remains as stated in the original contract. Additional coordination will be added for the Lift Station and structural walls.

MCCLENDON PARK WEST SANITARY SEWER LIFT STATION: Consultant will coordinate with pump manufacturers to provide a small pre-packaged sanitary sewer lift station. The contractor shall be responsible for coordinating electrical service connection from the ROW or building to the lift station.

*Included in this item:*

- Design of force main to gravity sewer connection
- Coordination with prefabricated building manufacturer on sewer connection point.
- Coordination with manufacturers to specify prepackaged lift station, wet vault, and control panel.

*Not included in this item:*

- Structural foundation detailing or wet well/manhole design.
- Electrical or plumbing design

We propose that the total fee of our current contract be *increased by a lump sum* to cover personnel expenses involved in these changes as follows:

**McCLENDON PARK EAST**

**Landscape Architecture Services**

REVISIONS TO THE SITE PLAN	\$ 1,800.00
REVISION TO LANDSCAPE PLANS	<u>\$ 4,400.00</u>

**TOTAL \$ 6,200.00**

**McCLENDON PARK WEST**

**Landscape Architecture Services**

SITE PLAN PHASE	\$ 2,500.00
SUBMITTALS & COORDINATION MEETINGS	\$ 2,500.00
FULL LANDSCAPE ARCHITECTURE PLAN SERVICES	\$ 17,900.00
TAS/TDLR COORDINATION	\$ 1,000.00
REIMBURSABLE EXPENSES	<u>\$ 500.00</u>

**TOTAL \$ 24,400.00**

**Engineering Services**

REVIEW/CONVERSION OF SURVEY INFORMATION PROVIDED BY OTHERS	\$ 2,500.00
MCCLENDON PARK WEST GRADING & DRAINAGE PLAN	\$ 10,500.00
PRIVATE WATER & SANITARY SEWER PLAN	No Additional Fee
STORMWATER POLLUTION PREVENTION PLAN	<u>\$ 3,500.00</u>

**TOTAL \$ 16,500.00**

**Engineering Special Services**

STRUCTURAL PLAN	No Additional Fee
ELECTRICAL PLAN	<u>\$ 5,500.00</u>

**TOTAL \$ 5,500.00**

**GRAND TOTAL \$ 52,600.00**

**Engineering Special Services (If Requested)**

MCCLENDON PARK WEST SANITARY SEWER LIFT STATION	\$ 3,500.00
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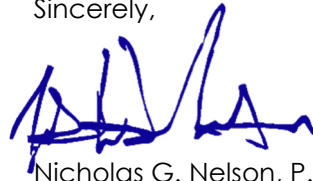
Terms and conditions shall be the same as per our original agreement.

Please note that the fees above are based on the assumption that Pacheco Koch will perform the above services all together for this project. In the event any item is deleted from the scope of work, Pacheco Koch reserves the right to adjust the fees for other items as appropriate.

Mr. Matt Young  
July 6, 2021  
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If this request is acceptable to you as presented, please sign where indicated below and return to our office for our mutual agreement. If you have any questions or need any additional information, please call me at your earliest convenience.

Sincerely,



Nicholas G. Nelson, P.L.A., LEED®AP

ACCEPTED BY: **City of Mansfield**

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SIGNATURE

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DATE

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