

# ***POTENTIAL SCOPE OF WORK AND FEE***

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## ***POTENTIAL SCOPE OF WORK (Revised 02/13/06)***

***(text re-organized for clarification - notes in blue ink – 2-25-06 C Betts)***

We have identified the following revised scope of work for consideration by the “Friends of Albemarle Park” (Friends). Our approach is comprehensive and covers potential work efforts related to the design and bidding of a Phase I Improvement Program at Albemarle Park and to the completion of other master planning efforts along the Albemarle Road/Cheesecake Brook Greenway, located between Watertown Street and the Charles River.

### **Albemarle Park Central Corridor**

#### ***1. Topographic Survey, and Baseplan Development***

The work to be performed under this phase shall generally include the following:

- Complete a topographic/detail survey of the Phase I project area and limited surrounding park and conservation areas. The precise limits of the survey will be determined at a later date. The eventual survey will include utility research and compilation.
- Based on all survey work, prepare baseplans suitable for the development of all designs and final construction documents. Baseplans will also be used to support all required permit applications.

#### ***2. Current Master Plan and Phase I Improvement Program Review and Validation***

At the outset of the project, it may be appropriate to meet with the Friends and other interested parties to review, discuss, and ultimately validate the various key aspects of the Master Plan and the Phase I Improvement Program. New opportunities or constraints that may be identified within this venue can be designated for consideration and resolution under the subsequent preliminary design phase.

#### ***3. New Master Planning of the Central and Northern Brook Greenway Corridor***

*[This section is now below, to clarify the distinction between Albemarle Park Central Corridor and Cheesecake Brook Greenway]*

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## ***4. Preliminary Designs Phase I Improvement Area***

The Preliminary Design Phase shall include meetings and coordination with the Friends, various city departments, other interested parties, and the general public as desired. Preliminary design plans will be generated using city Geographic Information System (GIS) mapping and aerial photography, while more definitive survey and baseplan efforts are completed. We will prepare preliminary cost estimates associated with the desired scope of Phase I work. At this time the anticipated scope of improvements to be pursued during this and subsequent design phases includes the following:

- New pedestrian corridors, pathways, and gathering areas
- Landscape restoration of heavy use zones and other eroded areas
- Tree plantings, selective shrub plantings using indigenous species
- Water quality / storm drainage enhancements
- Improved linkages to Day Middle School, adjacent park areas, and to the Avery Wood
- Pedestrian lighting, select security lighting
- Site furnishings (park benches, signage, appropriate fencing, etc.)

Preliminary plans, estimates, and other project information will be submitted periodically for review and approval of the Friends and designated city representatives. Appropriate presentation graphics and other design data will be prepared for use at public hearings. Presentation materials will be prepared in handout format for distribution as desired. Upon the conclusion of this phase, the basic feasibility of the project will have been determined, the scope and design of all improvements will be primarily fixed, and the preparation of final designs will begin.

## ***5. Final Designs and Permits***

Upon receipt of preliminary design approvals, final designs, including plans, details, specifications, and estimates, will be prepared. These final documents will be submitted for the review of city representatives and revised as necessary prior to the preparation of construction documents.

During this phase of work, Weston & Sampson will also file applications to any required permitting entities. At this time, we have included the costs associated with the preparation of a Request for Determination to the Newton Conservation Commission. Should a full Notice of Intent be required, we would respectfully request additional compensation commensurate with the added work effort.

## ***6. Contract Documents***

Weston & Sampson will complete the construction documents, which will include the final plans, details, and technical specifications. We will also assist in the compilation of the front end or "boiler plate" specifications (including wage rates, bid form, add alternate designations) at this time with designated city personnel.

## ***7. Bid Assistance***

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Under this phase, Weston & Sampson will be available to attend a pre-bid conference, answer the inquiries of prospective bidders, and issue any required addenda during the bid period. Upon the receipt of bids, Weston & Sampson will review all documents and make a recommendation of award to the city.

### **8. Construction Administration**

Construction administration will include a pre-construction meeting, a weekly on-site meeting with city and contractor representatives, processing of pay requisitions, shop drawing review and approvals, and the preparation of change orders. At this time, we have assumed that these services would be provided over an approximately 16-week construction period.

### ***POTENTIAL FEE SCHEDULE***

There is typically a correlation on a percentage basis between a project construction budget and a project design fee. To this end, we have attempted to identify a potential construction budget based on what we now understand about the scope of the desired Phase I program in order to establish the magnitude of corresponding design fees. This information is presented in the following two tables for the Friends' consideration.

Potential Phase I Construction Work Effort	Estimated Cost
Crosswalks and traffic calming improvements at Albemarle Street	Excluded
New pedestrian bridge, abutments and approaches, and related work	Excluded
New pedestrian corridors, pathways, and gathering areas	\$100,000
Landscape restoration of heavy use zones and other eroded areas	\$15,000
Tree planting, selective shrub plantings using indigenous species	\$25,000
Water quality / storm drainage enhancements	\$10,000
Existing Cheesecake Brook pedestrian bridge demolition and channel refurbishment	Excluded
Improved linkages to Day Middle School, adjacent park areas, and Avery Wood	\$15,000
Pedestrian lighting, select security lighting	\$50,000
Site furnishings (park benches, signage, appropriate fencing, etc.)	\$30,000
Other fencing	\$10,000
Other miscellaneous improvements	\$10,000
Contingency	\$20,000
<b>TOTAL POTENTIAL CONSTRUCTION – PHASE I PROGRAM</b>	<b>\$285,000</b>

## **POTENTIAL SCOPE OF WORK AND FEE**

Based on a potential construction program as referenced above, we have identified the following designer scope of work and associated fee schedule related to the design of the Phase 1 Program.

<b>Design Task or Phase</b>	<b>Lump Sum Fee</b>
1. Topographic Survey and Baseplan Development	\$6,000
2. Current Master Plan and Phase I Improvement Program Review and Validation	\$2,000
4. Preliminary Designs	\$10,000
5. Final Designs and RDOA	\$10,000
6. Contract Documents	\$4,000
<b>FEE TO PROVIDE 1 PROGRAM DESIGN SERVICES</b>	<b>\$32,000</b>

In addition, we suggest that the costs associated with Design Tasks 7 and 8 (Bid Assistance and Construction Administration) be pursued concurrently with the funding for the actual construction of the Phase 1 Program, since these tasks will not be required unless the project proceeds to the construction phase. The value of these two phases of work effort is included below:

<b>Design Task or Phase</b>	<b>Lump Sum Fee</b>
7. Bid Assistance	\$2,000
8. Construction Administration	\$10,000
<b>FEE TO PROVIDE PHASE 1 CONSTRUCTION PHASE SERVICES</b>	<b>\$12,000</b>

# POTENTIAL SCOPE OF WORK AND FEE

## **Cheesecake Brook Greenway**

### ***1. New Master Planning of the Central and Northern Brook Greenway Corridor***

*[This section was presented by W&S as section 3. It is separated out here, to clarify distinction between Albemarle Park Central Corridor and Cheesecake Brook Greenway]*

Weston & Sampson will develop a master plan for the central and northern Brook Greenway Corridor. This area extends from Watertown Street to the Charles River. In general, our work will include an inventory of existing conditions (roadways, walkways, parking areas, vegetation and landscape areas, channel walls, pedestrian bridges, culverts and underpasses and site furnishings) located within the corridor.

Master planning efforts will include a summary and analysis of existing conditions, identification of basic opportunities and constraints, recommendations for improvements, budget estimates and phasing and funding opportunities. Potential corridor enhancements to be identified will include the following:

- Crosswalks and traffic calming improvements at Albemarle Road and cross streets
- Roadway and parking area alignments
- New pedestrian bridge locations
- New pedestrian corridors, pathways, and gathering areas
- Landscape restoration of heavy use zones and other eroded areas
- Tree plantings, selective shrub plantings using indigenous species
- Water quality / storm drainage enhancements
- Limits of channel refurbishment
- Improved pedestrian linkages
- Potential lighting
- Site furnishings (park benches, signage, appropriate fencing, etc.)

All master planning results will be summarized in a brief report that will contain photographs, plans, narratives and related items that help to depict the state of all existing features and the scope of potential improvements.

To provide Master Planning services related to the Central and Northern Brook Corridor (as defined previously under Design Task 3), we offer the following fee schedule:

Design Task or Phase	Lump Sum Fee
3. Master Planning of Central and Northern Brook Greenway Corridor	\$24,000
<b>SEE TO PROVIDE MASTER PLANNING SERVICES</b>	<b>\$24,000</b>