

Heritage Park

Scope of Work:

Based on our previous experience with the master planning, design and construction of Heritage Park, our project proposes the following scope of work for the purpose of assisting the City of Canton with the development of a master plan update.

Task #1: Base Map Preparation

Upon receiving the notice to proceed, our project team will prepare a base map that includes the following:

- Site topography and boundary locations
- Site zoning designation and required regulatory setback locations, (i.e. Federal, State, County, City regulatory boundaries and descriptions)
- Existing park facility locations
- Existing site utility line locations and easements, (i.e. sewer, water, power, phone, etc.)

Construction Documents that were prepared to construct Heritage Park will be used for developing the base map. The graphically compiled base sheet will become the basis for documenting additional data and preparing the final river park master plan.

Task #2: Park Programming Meeting

Our project team will meet on-site with City Representatives to conduct a field investigation for the purpose of developing an understanding of the opportunities and constraints associated with the existing park site. During this meeting the following will be accomplished:

- Review base map and verifying information collected
- Discuss issues and concerns, address questions and provide clarification
- Review functionality and performance of existing park facilities
- Discuss additional park facility program requirements
- Determine location for additional park program facilities

Task #3: Preliminary Park Master Plan

Based on input received during the Park Programming Meeting, our project team will prepare a preliminary park master plan. The plan will graphically depict the locations of existing and proposed park facilities. Documentation prepared will include:

- Overall Rendered Preliminary Park Master Plan – Identifying the location of existing and proposed park facilities
- Preliminary Opinion of Probable Construction Cost – A preliminary opinion of probable construction cost estimate will be prepared for the proposed park program facilities depicted on the preliminary site plan.

Task #4: Preliminary Park Master Plan Review Meeting

During this meeting, our project team will present the Preliminary Park Master Plan to City Representatives for review and comment. The purpose of the meeting is to allow City Representatives to review the concept developed and make recommendations for modifications. Input received will be documented and used to guide the development of the Final Park Master Plan.

Task #5: Final Park Master Plan Document

Based on direction received during the Park Master Plan Review Meeting, our project team will proceed with the development of the Final Park Master Plan Document. Deliverables to be completed include the following:

- Final Overall Rendered Site Park Plan - Showing the location of existing and proposed park facilities.
- Final Opinion of Probable Construction Cost – A final opinion of probable construction cost estimate will be prepared for the proposed park program facilities depicted on the final site plan.
- Final Phased Construction Park Plan - A final site plan will be prepared that illustrates the proposed phasing of the park plan. Proposed construction activities will be phased so that they can be financed and constructed independently.
- Final Technical Memorandum – The technical memorandum will be prepared that includes;
 1. Park Programming Meeting Minutes
 2. Preliminary Park Master Plan Review Meeting Minutes
 3. Park Master Plan Narrative
- Final List of Potential Funding Sources – A list of potential funding sources for each phase of project development will be prepared that includes;
 1. Identification of Funding Sources
 2. Funding Application Deadlines
 3. Funding Dollar Amounts

Task #6: Final Master Plan Presentation

Our project team will present the Final Park Master Plan Document to the City of Canton City Council for review and approval. During this presentation, our team will address questions and issue clarifications as required.

Summary:

This scope of work represents a thorough approach to the master planning of an extremely complex project. Our project team looks forward to reviewing our approach with the City of Canton and modifying as needed to address your project needs.

Based on the scope of work provided above, AMEC will propose the following associate project schedule, fees and work products;

Project Schedule:

Start date: May 20, 2013

Milestones (including dates for drafts of deliverables, when appropriate):

- May 20, 2013 – May 22, 2013: Base Map Preparation
- May 23, 2013: Park Programming Meeting
- May 27, 2013 – May 31, 2013: Prepare Preliminary Park Master Plan
- June 5, 2013: Preliminary Park Master Plan Review Meeting
- June 6, 2013 – June 21, 2013: Prepare Final Park Master Plan Document
- June 27, 2013: Final Park Master Plan Presentation

Completion date: June 27, 2013

Fees:

<u>Service:</u>	<u>Fee:</u>
Task #1: Base Map Preparation	\$300.00
Task #2: Park Programming Meeting	\$300.00
Task #3: Preliminary Park Master Plan	\$1,500.00
Task #4: Preliminary Park Master Plan Review Meeting	\$300.00
Task #5: Final Park Master Plan Document	\$2,000.00
Task #6: Final Master Plan Presentation	\$250.00
 Total Fee:	 \$4,650.00

Reimbursable expenses for printing, shipping, mileage and travel related expenses are not included in the total fee estimate. Expenses for these items will be billed in addition to the total fee estimate at cost.

Work Products and Quantities to be Delivered to Client:

- A. Base Map: One Hardcopy /One Digital Copy
- B. Preliminary Park Master Plan: One Hardcopy/One Digital Copy
- C. Final Master Plan Document: One Hardcopy/One Digital Copy