



Lawrence Sesquicentennial Commission

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www.lawrence150.org

February 14, 2006

Fred DeVictor, Director
Lawrence Parks and Recreation Department
947 New Hampshire, Suite 200B
Lawrence, Kansas 66044

Dear Fred:

Thank you very much for assuming responsibility for handling future contributions toward the development of Sesquicentennial Point.

I am transferring the files and computerized data that I have maintained since we began raising funds in June 2004. As you know, we raised over \$200,000 for the project. Our Treasurer, Bill Crowe, is arranging for the transfer of all Sesquicentennial funds to the city in the next few weeks.

We are excited about the project moving forward, as are the donors for Sesquicentennial Point. It is important that the city have these donor records to assure that the expectations of donors are met for this legacy project. I am also filing a copy of these donor records with the Kansas Collection in Spencer Research Library at the University of Kansas, both as an archival and historical record.

In addition to these records, I am also providing you with the computer files that I used in tracking contributions for the project and the narratives that are to be published in a commemorative booklet when the park is dedicated. Since we will be disabling the website that we maintained during fund raising, I hope that you will be able to publish these narratives on the city's website, so that citizens and others can read the histories affiliated with the footstones that the donors have sponsored. In some cases, donors have not yet provided narratives for footstones, so I encourage you to contact them before a final publication is printed to request such narratives. Information on how others can contribute to the project should also be included on your website.

Over the months to come, I am available to answer any questions about the procedures that I followed or questions that you may have about any of the information that I have provided.

Sincerely,

Bruce Roberts

Secretary

Roberts8@sunflower.com

785-331-3310

cc: Clenece Hills, President
Lawrence Sesquicentennial Commission

"We have tomorrow bright
before us like a flame."

- Langston Hughes



Civil Engineering
Landscape Architecture
Community Planning
Surveying

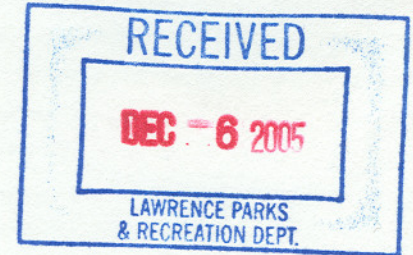
Landplan Engineering, P.A.

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December 2, 2005

Fred DeVactor, Director
Lawrence Parks and Recreation Department
947 New Hampshire, Suite 200B
Lawrence, Kansas 66044



RE: Professional Services Proposal for Sesquicentennial Point

Dear Mr. DeVactor:

Landplan Engineering is pleased to submit this proposal to provide professional engineering and landscape architecture services for Sesquicentennial Point located within the City of Lawrence 1515-Acre Park below Clinton Lake. The project is understood to include final design, bidding documents, and construction administration/observation scheduled for completion of the project in Spring 2006. These services include serving as the Owner's professional representative for the project and providing professional consultation and advice.

BASIC SERVICES

The following section discusses the work components for completing the requested scope of services.

Meetings

A meeting to review the Design Development drawings and outline the scope, expectations and timeline of the work included in this contract proposal was previously held with Park Staff on November 2, 2005. Landplan will hold one additional meeting with the City and members of the Sesquicentennial Commission to review the 90% Construction Drawings and determine final design details. Any further meetings will be considered additional services and billed on an hourly basis.

Construction Documents and Specifications /Contract Documents

For the documents necessary to obtain competitive bids and direct construction work, Landplan Engineering will provide Contract Documents (Construction Drawings and the Project Manual, which includes (Instructions to Bidders, City front-end documents, contracts, general specifications – provided by the City) supplemental specifications and technical specifications.) Final Construction documents will be based on the existing design development drawings previously prepared by Landplan and reviewed by the City. The Design Development drawings will be reworked to accommodate the City's desire to separate components of the project as either add alternates or future construction. Identified as an add alternate are the terraced retaining walls. Identified for future construction is the access drive. The City will provide the landscaping. In addition, the parking lot and drop off area will be adjusted, and the grading plan will be revised to accommodate the potential future installation of the terrace retaining walls if not included in phase one construction.

Review of Plans

Landplan Engineering will submit 90% Review Construction drawings for review by the City. The quantity of plans will be determined by the City and will be invoiced at cost as defined below. After receiving the comments from the City, Landplan Engineering will assemble a final set of Construction Documents and Specifications.

Bid Administration and Opinion of Probable Construction Costs

Landplan Engineering will prepare an Opinion of Probable Costs document for review by the City. The costs will reflect the decisions made during the course of preparing the Construction Documents. We will provide contract documents to the City for distribution to prospective bidders/contractors. We will answer bidder questions, issue addenda and conduct a pre-bid meeting. (We recommend a mandatory pre-bid meeting for all bidders to review the specific design details of the project, specifically in the plaza area). We understand that the City will be responsible for opening the bids, tabulating the bids and selecting a contractor for the project. It is anticipated that some portion of the project may include donated services. In this event, the City will handle the necessary processing of the bids.

Construction Administration/Observation

Landplan Engineering will provide the following construction administration/observation services during the construction period:

Pre-Construction Meeting: Following the selection of a contractor, Landplan will attend with the City to the pre-construction meeting with the selected contractor(s).

"In-Progress" Observation: During the progress of the construction, Landplan will be available for site visits on an "as needed" basis to assist with the observation responsibilities of the City. Additionally, Landplan will review contractor submittals (shop drawings, material submittals, requests for information) progress reports, and review possible change orders to satisfy completion of the project.

Final Inspection and Project Close-out: Following submittal of the contractors' statement of substantial completion, Landplan will assist the City with a final project inspection and develop a list of issues to be resolved prior to final completion and acceptance. In the event that any additional site visits are necessary, these will be considered an additional service and billed on an hourly basis.

ADDITIONAL SERVICES

Services of this proposal are limited to those listed in the Basic Services section. Any additional services required to complete the site planning process will be performed at an hourly rate not to exceed \$11,000. We will be happy to provide the following additional services if required:

1. Additional data, research or exhibits required by the Client and/or the City
2. Significant plan alterations required by the Client and/or the City
3. Site Planning
4. Annexation and Rezoning
5. Platting
6. Traffic Seven Step Analysis
7. Downstream Sewer Analysis
8. Storm Water Detention Analysis

PROVIDED BY OWNER

The Owner will provide:

1. All legal responsibilities in dealing with existing utilities.
2. All front-end contract documents and standard city templates for inclusion in the project manual.
3. All review and inspection fees.
4. Access to the site.
5. All permits and governmental approvals.
6. Copies of existing reports and studies germane to the project.
7. Legal, accountant, and insurance counseling as may be required by the project.
8. Geotechnical investigation/environmental assessment.

GEOTECHNICAL RECOMMENDATION

Services by Landplan Engineering are limited to utilizing standard design procedures and will rely on assumed soil types and the report of soil borings performed by the City during the design development phase. This report will be included in the bid documents. Landplan Engineering recommends that geotechnical engineering services, if contracted by the City, will provide the specifics for the soil materials and may save the Owner substantial costs in the construction process and will ensure the recommended design procedures are followed.

Landplan Engineering is able to provide names of area geotechnical firms that are capable of providing this service

CONTRACT

If the Owner agrees to the items set forth in this document, this proposal may serve as the contract agreement. Your signature below will authorize Landplan Engineering to proceed.

FEES

All services will be on a lump sum basis per the following schedule of costs:

Basic Services:

Final Construction Documents, Bidding and Opinion of Costs	\$10,000.00
Construction Administration	\$ 4,500.00

The Owner agrees to pay all reimbursable expenses not included in the above costs. These direct expenses include travel costs, plan and specification reproduction costs, equipment rental for clearing, permits, geotechnical testing and miscellaneous office costs (such as FAX, overnight mail, etc.).

Plan, plat and specification reproduction shall be reimbursed at the following rates:

Prints (plats, plans)	\$2.50/each
Specifications	\$0.05/page
Overnight Delivery	at cost

Billing will be on a monthly basis based on the percentage of work complete to date. All invoices will be due in 30 days, late payments are subject to a 1.5 percent per month late fee. Reimbursable expenses will be passed on to the Owner at no increase in cost.

SCHEDULE

Landplan Engineering proposes to commence work upon your acceptance of this proposal and authorization to proceed. We anticipate completion of said services within 60 days from the acceptance date.

In the event circumstances beyond Landplan Engineering's control extend the time for completion, Landplan Engineering reserves the right to re-negotiate a new fee based on increased cost indices and costs associated with re-initiating a project.

PROPOSAL ACCEPTANCE

This proposal is open for acceptance for 30 calendar days. At the end of this period, Landplan Engineering reserves the right to extend, in writing, the period for acceptance, re-negotiate the proposal or completely withdraw the proposal.

TERMINATION

Either party of this agreement can terminate this same agreement in writing with five (5) working days notice. Payment for all work completed up to the date of the termination will become due immediately. Owner will receive all work complete to date.

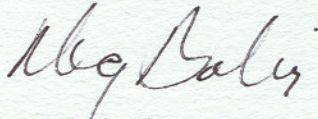
LIABILITY

Liability for work by Landplan Engineering on this project will be limited to the dollar value of this contract. Payment of any invoice by the Client to Landplan shall be taken to mean that the Client is satisfied with Landplan's services and is not aware of any deficiencies in those services.

The Owner and Landplan Engineering have discussed their risk, rewards, and benefits of the project, as well as Landplan Engineering's fee for services. The risks have been allocated such that the Owner agrees that to the fullest extent permitted by law, Landplan Engineering's liability to the Owner for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of the agreement from any cause or causes, shall not exceed the total compensation to Landplan Engineering under this agreement.

Thank you for the opportunity to make this proposal. We look forward to providing you these services. If you have any questions concerning this proposal, please do not hesitate to call.

Sincerely,



Meg Babani
Landscape Architect



John Chamberlin, PE
Principal

ACCEPTANCE AND AUTHORIZATION TO PROCEED:

Signature

Date