

City of Lawrence
Attn: Diane Stoddard, Assistant City Manager
PO Box 708
Lawrence, KS 66044

January 14, 2015

Diane,

Please find attached Scope and Fee Spreadsheet document that comprehensively outlines our team's scope and fee for the 9th Street Corridor Project. We hope the detail provided by this document will serve as an efficient tool to land quickly on final terms for an agreeable contract for services. We also hope that this document can be an effective way to organize various funding sources currently available to the Project. Finally, we hope that the document will illustrate a rigorous Public Engagement Process that effectively addresses the concerns of the varying Project Stakeholders.

The Scope and Fee Spreadsheet is generally organized by (3) worksheets:

1. Scope and Fee Outline (outlines consultant fees as they specifically relate to scopes identified in Phase 1 Project Approach)
2. Scope and Fee Summaries (summarizes overall fees for Phase 1 by consultant and by scope)
3. Personnel Rate (provides hourly rate detail and project staffing strategy for each consultant and scope)

We have also attached a Schematic Schedule that identifies important milestones for the project. el dorado inc will finalize the Project Schedule once the negotiations for scope and fee are complete.

The scope and schedule both reflect what our team believes to be appropriate to meet the aspirations of the Artplace America grant and the process-based expectations of varying stakeholder groups.

Here are some general notes general notes/ assumptions to consider as we move forward:

-- The project was originally identified as a 6-block site with a target hard-cost budget of \$3,000,000 (a preliminary budget of \$500,000 per block is concurrent with various streetscaping upgrades that we have recently worked on within the region, ranging from preliminary budgets of \$500,000-\$650,000 per block).

-- Our Scope and Fee Spreadsheet is prepared for the actual project site, a 7-block area of the East 9th Street Right of Way that connects Massachusetts Street to Delaware Street.

-- While "Phase 1", as described in our Project Approach, has been thoroughly itemized in terms of scope and fee, "Phase 2" has not yet been detailed. Due to the unique nature of the project and the design process, the scope and fee for Phase 2 design

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services will need to be determined by the Project Scope outlined by the Design Development package completed during Phase 1.

-- Of the overall fee for Phase 1, approximately \$62,000 is directly related to art and history consultants that support the intent of the Artplace America grant.

-- Of the overall fee, approximately \$70,000 is associated with a comprehensive Stakeholder Engagement process.

-- Of the overall fee for Phase 1, approximately \$40,000 is allocated for a comprehensive Site Survey. If current site survey information is readily available, our team might be able to reduce scope and fee for surveying services.

-- Standard reimbursements (printing, mileage, etc) are not included in the scope and fee detail at this point (we would address standard reimbursables in the contract for services), but we did identify a probable expense budget of hotel and airfare for out-of-town consultant participation.

-- This scope and fee document does not take into account requests identified in the recently submitted ELNA document. el dorado is more than willing to further negotiate the scope and fee (and schedule) based on directives/ suggestions from City Commissioners and City staff as it pertains to Stakeholder Engagement.

-- Regarding Phase 2, our team will be able to comprehensively assess scope/ budget/ schedule/ funding for Phase 2 at the conclusion of Phase 1. Without knowing the design direction and scope details of Phase 2, we are not yet able to assign a fee for professional services for this phase, but we can anticipate such a fee could fall between \$275,000 and \$375,000, depending on project scope, project design, and project phasing.

Thanks Diane. We very much look forward to starting this project and working with your staff, with Stakeholders, and with the citizens of Lawrence to realize this incredible urban design opportunity.

Best Regards,



Josh Shelton

principal, el dorado inc

1. SCOPE AND FEE OUTLINE

Phase 1 - Stakeholder Engagement, Artist Participation, Streetscape Design									
1A. CREATE WORK PLAN									
a. Create Citizen Participation Model									
* Prepare for and facilitate meeting between representatives from City of Lawrence, Lawrence Arts Center, DLI, ELNA, and Warehouse Arts District to best determine Citizen Participation within each Stakeholder Group.									
* Create written narrative and Site Diagram that summarizes Citizen Participation Model that is inclusive of all Stakeholder Groups and most effective for each group individually									
b. Create Artist Participation Model									
* Prepare for and facilitate meeting between representatives from City of Lawrence, Lawrence Arts Center, DLI, ELNA, and Warehouse Arts District to create an Artist Participation Model that integrates the work of artist into the Stakeholder Engagement processes, Project Planning processes, and Project Implementation Processes									
* Create written narrative and Site Diagram that summarizes Artist Participation Model that is inclusive of all Stakeholder Groups									
c. Assess Data Needs									
* Identify and assemble, through help from the City of Lawrence, relevant data related to the technical components of the project. These components may include, but are not limited to, planned infrastructure improvements, traffic studies, planning studies, transportation plans, and important historic overlays.									
d. Comprehensive Overview of Planning Process									
* Based on input from the City of Lawrence and the Lawrence Arts Center, create a graphically illustrated guide outlining the steps in the design process and project schedule with identified project milestones. This guide can serve as a basis for the project process on the City's Website and made available to Artplace America, project stakeholders and property owners for their own publication and sharing.									
			el dorado inc.	Bartlett & West	sans façon	Coen + Partners	Dennis Domer	Kelley Kindscher	Luke Dubois
1A- Create Work Plan			Total:	\$13,400	\$2,879	\$7,000	\$1,000		
1B. STAKEHOLDER AND ARTIST PARTICIPATION									
a. Steering Committees									
1. Create Steering Committees									
* Create a Citizen Steering Committee (CSC) that best represents Stakeholder Groups for the project. This committee will meet with the project team on a monthly basis regarding project process and progress.									
* Create a Technical Steering Committee (TSC) that best represents Stakeholder Groups for the project. This committee will be engaged during later phases of the project that involve the technical aspects of the design and implementation for the project									
2. Facilitate Citizen Steering Committee Meetings									
* Prepare, facilitate and summarize monthly CSC meetings (assumes (5) meetings during Phase 1)									
b. Outreach Strategies									
1. Establish appropriate Outreach Strategies for Project									
* In collaboration with the CSC, establish best methods of public outreach appropriate for the various communities impacted by the project.									
* Create written summary and, in collaboration with the CVC and the City of Lawrence, develop implementation strategies for means of public outreach within each Stakeholder group									
c. Public Engagement									
1. Facilitate Public Design Workshop #1: The Role of Public Art in the Project									
* Prepare for, facilitate and summarize Public Design Workshop that engages public dialogue about the roles public art can play within the 9 th Street Corridor Project, during Stakeholder Engagement, Project Design, and Project Implementation									
2. Facilitate Public Design Workshop #2: Complete Street Design, Urban Landscaping and Multimodal Transportation Strategies									
* Prepare for, facilitate and summarize Public Design Workshop that engages public dialogue about varying aspects of Complete Street Design as it relates to the 9 th Street Corridor Project									
3. Facilitate Public Design Workshop #3: Site History									
* Prepare for, facilitate and summarize Public Design Workshop that engages public dialogue about historical significance of the site and its impact on the 9 th Street Corridor Project, during Stakeholder Engagement, Project Design, and Project Implementation									
4. Facilitate Public Gatherings that serve to share information about the Project process and Project progress									
* Prepare for and facilitate (3) Public gatherings along the 9 th Street Corridor Project during Phase 1 that serve to educate the public about the site, the project process, and the project progress. Gatherings may include site walk-about, food-oriented events, performances, and/or partnership with other outdoor civic initiatives									
5. Project Blog and Information Notices									
* Create and update a Project Blog Page that reports on Stakeholder engagement, Project process, Project progress, and event information									
d. Neighborhood & Artist Participation									
1. Establish Neighborhood Participation for Stakeholder Engagement Processes									

			* In collaboration with CSC, establish opportunities for engagement during the Stakeholder Engagement Process. In collaboration with the City of Lawrence and the Lawrence Arts Center, establish Scope, Budget, and Artist Selection Process for selected, paid neighborhood commissions (3 maximum) that assist in efforts pertaining to public outreach, stakeholder engagement, project information sharing, public meetings, and public events.							
			2. Establish Artist Participation for Project Planning and Design Processes							
			* In collaboration with the City of Lawrence and the Lawrence Arts Center, establish Scope, Budget, and Artist Selection Process for selected Artist Commissions (4 maximum) that assist in efforts pertaining to public outreach, stakeholder engagement, project information sharing, public meetings, and public events.							
				el dorado inc.	Bartlett & West	sans façon	Coen + Partners	Dennis Domer	Kelley Kindscher	Luke Dubois
		1B- Stakeholder and Artist Participation	Total:	\$35,245	\$2,529	\$23,000	\$6,840	\$3,000		
1C. DATA COLLECTION AND ORGANIZATION										
		a. Site Survey	* Complete Site Survey establishing topography, easements, public right-of-ways boundaries, private property lines, etc for the 9 th Street Corridor							
		b. Create a Planning Workbook	* Based on the Assessment of Data Needs and ongoing project discovery, create a Planning Workbook that organizes and effectively communicates relevant information such as previous planning studies, cultural overlays, historic overlays/ reports, transportation analysis, street engineering standards, mapping materials, existing conditions inventory, Complete Street case studies and Public Art case studies,							
				el dorado inc.	Bartlett & West	sans façon	Coen + Partners	Dennis Domer	Kelley Kindscher	Luke Dubois
		1C- Data Collection & Organization	Total:	\$5,915	\$43,877	\$1,000	\$1,005			
1D. COMPLETE STREET PLAN DOCUMENT										
		a. Create Complete Street Plan Document	The 9 th Street Corridor Design Team will create a Complete Street Plan Document that includes the following assessments, components, and analysis							
			1. Written and graphic inventory of existing conditions							
			Using information gathered in Scope 1C, a written and graphic evaluation will be provided to assess infrastructural improvement needs along the 9 th Street Corridor based on existing conditions							
			2. Urban Context Connections							
			A series of urban diagrams and site context maps will be generated to establish the impact within the context of City of Lawrence							
			3. Multi-modal Transit Integration							
			Establish relationships to Lawrence's public transportation system and integrate a multi-modal transportation system into the plan including, but not limited to, foot traffic, bicycle traffic, and other low-impact vehicular transportation							
			4. Streetscaping and Landscaping Strategies							
			Based on CSC input, public input and City of Lawrence input, establish streetscaping and landscaping strategies that are appropriate on a block-by block basis for the 9 th Street Corridor							
			5. Integrated Public Art Opportunities							
			Based on Lead Artist and selected artist recommendations, establish integrated Public Art opportunities that are appropriate on a block-by block basis for the 9 th Street Corridor							
			6. Infrastructure Upgrades							
			Based on a close analysis of existing conditions, site infrastructure upgrades will be identified and incorporated into the Complete Street Plan Document.							
			7. Project Phasing							
			In collaboration with the City of Lawrence, determine Project Phasing Strategies that are most beneficial to the City and the Project Stakeholders							
			8. Cost and Schedule Estimates							
			Preliminary Cost Estimates and Preliminary Project Scheduling will be prepared, based on the Complete Street Plan Document							
			9. Continued Progress meetings with the CSC.							
			During the development of the Complete Street Plan Document, the design team will facilitate (1) meetings with the CSC to present Project Progress							
			Deliverables include: Inventory of Existing Conditions, Urban Context Diagrams, Complete Street Plan Document (to scale), Streetscaping Diagrams, Landscaping Diagrams, Transit Diagrams, Project Phasing Report, Preliminary Project Schedule, Preliminary Project Budget, (3-5) Perspective Renderings, CSC Meeting Notes							
				el dorado inc.	Bartlett & West	sans façon	Coen + Partners	Dennis Domer	Kelley Kindscher	Luke Dubois
		D- Complete Street Plan Document	Total:	\$19,440	\$14,362	\$10,000	\$18,890	\$2,000		\$1,000
1E. DESIGN DEVELOPMENT DOCUMENTATION										
		a. Create 9th Street Corridor Design Development Package	The 9 th Street Corridor Design Team will create a Complete Street Plan Document and Outline Specifications that includes the following assessments, components, and analysis							
			1. Prepare Design Development Documents							

		Preparation of Plans, Elevations, Sections, typical & specialty Construction Details, Outline Specifications and other drawings that illustrate a detailed design direction and project scope						
		2. Identification of Integrated Public Art Opportunities						
		Public Art opportunities will be identified and a narrative will be developed that outlines a long-term public art vision for the 9 th Street Corridor						
		3. Project Renderings						
		(8) Project Renderings will be developed that best illustrate design and public art objectives for the 9 th Street Corridor						
		4. Itemization of Probable Cost						
		5. Continued Progress meetings with the CSC.						
		During the development of the Complete Street Plan Document, the design team will facilitate (1) meetings with the CSC to present Project Progress						
		Deliverables include: Completed Design Development Package, Integrated Public Art Vision Report, Itemization of Probable Cost, (8) Perspective Renderings, CSC Meeting Notes						
		6. Create Masterplan Assessment						
		Create comprehensive assessment of project phasing, budget, funding sources and schedule.						
		el dorado inc. Bartlett & West sans façon Coen + Partners Dennis Domer Kelley Kindscher Luke Dubois						
	1E- Design Development Documentation	Total:	\$24,740	\$25,347	\$10,000	\$13,055	\$2,000	\$2,000
Phase 2 - Final Design, Bidding Documents, Construction								
		*Note: specific scope and fee to be determined by results of Phase 1 Design Development package.						

2. SCOPE AND FEE SUMMARIES

Phase 1 - Fee Summary By Consultant:

TOTAL FEE FOR PHASE 1:

\$289,523	
el dorado:	\$98,740
Bartlett and West:	\$88,993 (includes completion of Site Survey)
sans facon:	\$51,000
Coen + Partners:	\$39,790
Dennis Domer:	\$8,000
Kelley Kindscher:	PRO BONO
Luke Dubois	\$3,000

ESTIMATED TRAVEL REIMBURSEMENT EXPENSES FOR PHASE 1:

sans facon: 5-8 trips @ \$2,000 each
Coen + Partners: 3 trips @ \$1,500 each
Luke Dubois: 1 trip @ \$600 each

Phase 1 - Fee Summary By Scope

1A. CREATE WORK PLAN

el dorado:	\$13,400
Bartlett and West:	\$2,879
sans facon:	\$7,000
Dennis Domer:	\$1,000
Kelley Kindscher:	PRO BONO
Total Fees for 1A:	\$24,279

1B. STAKEHOLDER AND ARTIST PARTICIPATION

el dorado:	\$35,245
Bartlett and West:	\$2,529
sans facon:	\$23,000
Coen + Partners:	\$6,840
Dennis Domer:	\$3,000
Kelley Kindscher:	PRO BONO
Total Fees for 1B:	\$70,614

1C. DATA COLLECTION AND ORGANIZATION

el dorado:	\$5,915
Bartlett and West:	\$43,877
sans facon:	\$1,000
Coen + Partners:	\$1,005
Total Fees for 1C:	\$51,797

1D. COMPLETE STREET PLAN DOCUMENT

el dorado:	\$19,440
Bartlett and West:	\$14,362
sans facon:	\$10,000
Coen + Partners:	\$18,890

3. PERSONNEL RATE SCHEDULES

el dorado inc: personnel rate schedule						
		Principal Architect @ \$150/hour	Project Manager @ \$125/hour	Project Architect @ \$85/hour	Design Staff @ \$55/hour	
1A- Create Work Plan						
	a. Create Citizen Participation Model	8			30	\$2,850
	b. Create Artist Participation Model	8			30	\$2,850
	c. Assess Data Needs	6	8			\$1,900
	d. Comprehensive Overview of Planning Process	12	10		50	\$5,800
	Total Fees:					\$13,400
1B- Stakeholder and Artist Participation						
	a. Steering Committees					
	1. Create Steering Committees	8			14	\$1,970
	2. Facilitate Citizen Steering Committee Meetings	40			72	\$9,960
	b. Outreach Strategies					
	1. Establish appropriate Outreach Strategies	4			10	\$1,150
	c. Public Engagement					
	1. Facilitate Public Design Workshop #1: The Role of Public Art in the Project	12			20	\$2,900
	2. Facilitate Public Design Workshop #2: Complete Street Design, Urban Landscaping & Multimodal Transportation Strategies	12			20	\$2,900
	3. Facilitate Public Design Workshop #3: Site History	4			7	\$985
	4. Facilitate Public Gatherings that serve to share information about the Project process & Project progress	24			40	\$5,800
	5. Project Blog & Information Notices	16			60	\$5,700
	d. Neighborhood & Artist Participation					
	1. Establish Neighborhood Participation for Stakeholder Engagement Processes	10			8	\$1,940
	2. Establish Artist Participation for Project Planning & Design Processes	10			8	\$1,940
	Total Fees:					\$35,245
1C- Data Collection & Organization						
	a. Site Survey	2	5			\$925
	b. Create a Planning Workbook	12			58	\$4,990
	Total Fees:					\$5,915
1D- Complete Street Plan Document						
	a. Create Complete Street Plan Document					
	1. Written & graphic inventory of existing conditions	2	2		8	\$990

	2. Urban Context Connections	6	12	20	\$3,500			
	3. Multi-modal Transit Integration	4	6	10	\$1,900			
	4. Streetscaping & Landscaping Strategies	3	5	7	\$1,460			
	5. Integrated Public Art Opportunities	4	6	10	\$1,900			
	6. Infrastructure Upgrades	4	6	10	\$1,900			
	7. Project Phasing	4	6	10	\$1,900			
	8. Cost & Schedule Estimates	6	6	6	\$1,980			
	9. Continued Progress Meetings with CSC	8	12	22	\$3,910			
	Total Fees:				\$19,440			
	1E- Design Development Documentation							
	a. Create 9th Street Corridor Design Development Package							
	1. Prepare Design Development Documents	8	20	34	\$5,570			
	2. Identification of Integrated Public Art Opportunities	4	6	10	\$1,900			
	3. Project Renderings	4	4	125	\$7,975			
	4. Itemization of Probable Cost	8	11	6	\$2,905			
	5. Continued Progress meetings with the CSC	10	12	18	\$3,990			
	6. Create Masterplan Assessment	4	10	10	\$2,400			
	Total Fees:				\$24,740			
	GRAND TOTAL:				\$98,740			

Coen + Partners: personnel rate schedule								
		Shane @ \$195/hour	Principal (Robin) @ \$145/hour	Senior Associate @ \$120/hour	Associate @ \$105/hour	Project Designer @ \$95/hour	Intern Designer @ \$45/hour	
1A- Create Work Plan		65	65	0	0	145	87	
	a. Create Citizen Participation Model							
	b. Create Artist Participation Model							
	c. Assess Data Needs							
	d. Comprehensive Overview of Planning Process							
1B- Stakeholder and Artist Participation								
	a. Steering Committees							
	1. Create Steering Committees							
	2. Facilitate Citizen Steering Committee Meetings							
	b. Outreach Strategies							
	1. Establish appropriate Outreach Strategies							
	c. Public Engagement							
	1. Facilitate Public Design Workshop #1: The Role of Public Art in the Project							
	2. Facilitate Public Design Workshop #2: Complete Street Design, Urban Landscaping & Multimodal Transportation Strategies	16	16			10	10	\$6,840
	3. Facilitate Public Design Workshop #3: Site History							
	4. Facilitate Public Gatherings that serve to share information about the Project process & Project progress							
	5. Project Blog & Information Notices							
	d. Neighborhood & Artist Participation							
	1. Establish Neighborhood Participation for Stakeholder Engagement Processes							
	2. Establish Artist Participation for Project Planning & Design Processes							
	Total Fees:							\$6,840
1C- Data Collection & Organization								
	a. Site Survey							
	b. Create a Planning Workbook	2	2			2	3	\$1,005
	Total Fees:							\$1,005
1D- Complete Street Plan Document								
	a. Create Complete Street Plan Document							
	1. Written & graphic inventory of existing conditions							
	2. Urban Context Connections	8	8			30	7	\$5,885
	3. Multi-modal Transit Integration	4	4			5		\$1,835
	4. Streetscaping & Landscaping Strategies	10	10			38		\$7,010
	5. Integrated Public Art Opportunities	4	4			4		\$1,740

1E- Design Development Documentation												
a. Create 9th Street Corridor Design Development Package												
1. Prepare Design Development Documents												
2. Identification of Integrated Public Art Opportunities												
3. Project Renderings												
4. Itemization of Probable Cost												
5. Continued Progress meetings with the CSC												
GRAND TOTAL:												
PRO BONO												

Luke Dubois: personnel rate schedule

Luke Dubois: personnel rate schedule			
		Art Technician @ \$100/hr	
1A- Create Work Plan			
	a. Create Citizen Participation Model		
	b. Create Artist Participation Model		
	c. Assess Data Needs		
	d. Comprehensive Overview of Planning Process		
1B- Stakeholder and Artist Participation			
	a. Steering Committees		
	1. Create Steering Committees		
	2. Facilitate Citizen Steering Committee Meetings		
	b. Outreach Strategies		
	1. Establish appropriate Outreach Strategies		
	c. Public Engagement		
	1. Facilitate Public Design Workshop #1: The Role of Public Art in the Project		
	2. Facilitate Public Design Workshop #2: Complete Street Design, Urban Landscaping & Multimodal Transportation Strategies		
	3. Facilitate Public Design Workshop #3: Site History		
	4. Facilitate Public Gatherings that serve to share information about the Project process & Project progress		
	5. Project Blog & Information Notices		
	d. Neighborhood & Artist Participation		
	1. Establish Neighborhood Participation for Stakeholder Engagement Processes		
	2. Establish Artist Participation for Project Planning & Design Processes		
	a. Site Survey		
	b. Create a Planning Workbook		
1D- Complete Street Plan Document			
	a. Create Complete Street Plan Document		
	1. Written & graphic inventory of existing conditions		
	2. Urban Context Connections		
	3. Multi-modal Transit Integration		
	4. Streetscaping & Landscaping Strategies		
	5. Integrated Public Art Opportunities	10	\$1,000
	6. Infrastructure Upgrades		
	7. Project Phasing		
	8. Cost & Schedule Estimates		
	9. Continued Progress Meetings with CSC		



kickoff meeting

citizen steering committee meeting 1

citizen steering committee meeting 2

citizen steering committee meeting 3

citizen steering committee meeting 4

citizen steering committee meeting 5

public workshop 1

public workshop 2

public workshop 3

1D milestone
14 day review period

1E milestone
14 day review period