

February 12, 2010

Draft Proposal from Pashek Associates Ltd.

for Master Planning Services:

The Hess Softball Field Complex (with Tournament Quality Facilities)

c/o Centre Regional Recreation Authority / Centre Region COG

PHASE 1: To assist with acquisition evaluation & identifying initial / priority renovations (based upon the Safety Evaluation conducted earlier)

Tasks:

1. Prepare a base map, incorporating the boundary, existing facilities & topography information provided (with 12" contours) by the CRRA/COG.
2. Develop several sketches that describe the following features listed below. Plan facilities (fields and buildings) to provide recommended safety distances and tournament-capable play. Address all the Immediate, Short-term and Mid-term Improvements in developing the sketches.
 - A. **OPTION 1 - FOR YOUTH & ADULT USES:** Provide layout and renovation options that would safely allow both youth and adult uses to continue.
AND
OPTION 2 - FOR YOUTH USES: Field 1, 2 & 4 oriented as they are now, with 200-225' lines for youth play. Re-orient Field 3 (youth size).
 - B. Provide plans for recommended future improvements to park entrance, parking, concessions/ restroom area and internal park circulation.
3. Estimate construction costs for A (both options) and B. Show benefits & costs between the two options.
4. Meet with the Parks Capital Committee and the Softball Association to present the various plans (two meetings on the same day/trip).
5. Respond to comments and develop a master plan sketch of the preferred alternative and finalize the cost estimate. Prepare a color rendering for use in subsequent meetings, website and as a handout.

Deliverables:

- Preliminary sketches for A & B with estimated costs.
- Final color rendering (of selected option) and an estimate of cost for that plan.
- Attendance at one meeting after Task 3 with the Park Capital Committee

Schedule: To be completed within 60 days of authorization to proceed (Spring 2010)

Fee:

Phase 1 Tasks	Principal Hours	Ass't. Hours	Expenses
1. Prepare base map		4	\$50
2. Develop sketches of the 3 options	8	40	\$50
3. Estimate the costs of the options	4	4	
4. Meet with CRRA / Parks Capital Committee	8		\$100
5. Complete final sketch master plan and estimate	4	24	\$50
Subtotal	24	72	\$250
Hourly rate	\$155	\$85	
Total per column	\$3,720	\$6,120	\$250
Total – Phase 1		\$10,090	

(Continued)

IF THE FACILITY IS ACQUIRED...

PHASE 2: To provide a multi-year update plan including preparation of “Design Development” site plans for that work (for in-house construction / limited contracting; State Costars purchasing of materials – no permits required, this work does not involve detailed construction documents for public bidding)

Tasks:

1. Prepare Site Layout and Grading plans
2. Prepare surface & subsurface drainage plan
3. Review with CRPR the options for lighting (security & activity) & utilities
4. Provide details/specifications for construction by CRPR staff
5. Meet with CRPR staff during two trips to the site.
6. Provide support for CRPR during planning of construction, estimating and quotations.
7. Provide brief report regarding next steps for further improvements and estimate of costs for those improvements to be completed.

Deliverables:

5 sets of full-sized drawings (hard copy) and one digital file of the drawings.
 Final color rendering with report including the estimated costs for that plan.
 Attendance at two meetings with staff (if on the same day, can meet with other CRPR/COG committees or the COG Forum)

Schedule: To be completed within 60 days of authorization, in the late spring/early summer to allow CRPR to order materials for construction during Aug-Oct 2010. The goal is to resume play in Spring 2011.

Fee:

Phase 2 Tasks	Principal Hours	Asst. Hours	Expenses
1. Prepare Site Layout and Grading Plans	2	32	\$100
2. Prepare under drainage plan	2	8	\$50
3. Review options for lighting, utilities and CRPR	4	4	\$1,000*
4. Provide details/specifications for construction by CRPR staff	2	8	\$100
5. Meet with CRPR staff during two trips to site.	16		\$200
6. Provide support for CRPR during planning of construction, estimating, quotes	8	8	
7. Provide brief report	4	12	\$100
Subtotal	38	72	\$1,550
Hourly rate	\$155	\$85	
Total per column	\$5,890	\$6,120	\$1,550
Total - Phase 2		\$13,560	

*Fee for Stahl Engineering to work with utility issues & provide estimated costs for future improvements.

Summary:

Phase 1 Master Plan	\$10,090
Phase 2 Design / Development Drawings	\$13,560
Total	\$23,650
+ Land surveying costs c/o CRRA/COG	