INDIVIDUAL PROJECT ORDER NUMBER 20230322
PARKS AND RECREATION MASTER PLAN UPDATE

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the "Consultant"), and The City of Saginaw, Texas (the "Client") in accordance with the terms of the Master Agreement for Continuing Professional Services dated April 17, 2012, which is incorporated herein by reference.

Identification of Project:

Project Name: Parks & Recreation Master Plan Update
KH Project Manager: Laura Presley

Specific Scope of Basic Services:

This project consists of playground site visits and an assessment of existing playground conditions for nine (9) City playgrounds as defined in Task 2.0 and 2.1, conceptual design for a fishing pond and associated amenities as defined in Task 3.0, conceptual design for William Houston Park as defined in Task 4.0, conceptual design for park amenities at the Beltmill development as defined in Task 5.0, and a Parks and Recreation Master Plan Amendment as defined in Task 6.0

Task 1.0 – Project Meetings and Design Coordination

The Consultant will provide the following professional services under this task:

1. Kick-Off Meeting – The Consultant will facilitate one (1) virtual or in-person kick-off meeting with Client staff to review schedule and deliverables.

2. Meetings –

    a. The Consultant will prepare for and attend two (2) virtual or in-person Client assessment review meetings.
    b. The Consultant will prepare for and attend two (2) in-person City Parks Advisory Board meetings.
    c. The Consultant will prepare for and attend two (2) in-person City Council meetings.

    3. Coordination – Project communication, correspondence, and coordination with Client.

Services/Deliverables provided by the Client:

a. Attend kickoff meeting.
b. Attend meetings for reviewing plans.
c. Coordination and correspondence with the Client.

Task 2.0 – Playground Site Visits

The Consultant will perform a Certified Playground Safety Assessment to review the existing conditions of nine (9) playground areas at the following locations:

1. William Houston Park – 700 Park Center Blvd, Saginaw, TX 76179

2. Willow Creek Park – N Knowles Dr., Saginaw, TX 76179, north of the softball field

3. Willow Creek Park – N Knowles Dr., Saginaw, TX 76179, south of basketball courts and east of Parkwest Blvd

4. Willow Creek Park – N Knowles Dr., Saginaw, TX 76179, west of S Knowles Dr. and north of Willow Creek Paw Park (101 S Knowles Dr., Saginaw, TX 76179)

5. Opal Jo Jennings Park – 700 Opal St., Saginaw, TX 76179

6. Brian Schwengler Memorial Park – 812 Thompson Dr., Saginaw, TX 76179

7. Highland Station Park – 1501 High Country Trail, Saginaw, TX 76131, east of High Country Trail and west of Highland Station Park Dog Park

8. Highland Station Park – 1501 High Country Trail, Saginaw, TX 76131, east of Trinity Trail and north of Highland Station Park parking lot

9. Sagewood Park – 1055 Sagewood Lane, Saginaw, TX 76131

The Consultant will conduct one (1) site visit for each location as directed by the Client to observe the playground area. The Assessment will not be exhaustive or extend to every aspect of the existing play components and will be limited to visible surfacing and vertical play features.

Task 2.1 – Playground Assessment

The Consultant will provide the Client with a written assessment identifying the play components, photography of existing conditions identifying items inconsistent with the below-mentioned standards, and recommendations to improve the items inconsistent with the below-mentioned standards. The Consultant will provide the Client with a matrix of noncompliant items and a rough order of magnitude cost estimate for improvements.

The Assessment will evaluate:

1. The play equipment and material condition, clearances, and use areas consistent with the standards of the American Society for Testing and Materials (ASTM) section F1487 and the Public Playground Safety Handbook (PPSH) issued by the Consumer Product Safety Commission.

2. Other observed priority safety hazards classified by ASTM F1487 and PPSH, if any.

If a safety hazard identified requires immediate action from the Client and requires the Consultant to conduct additional site visits to observe the proposed remedy, all additional site visits and additional documentation will be an additional service that will be billed at our current hourly rates.

Task 3.0 – Fishing Pond Conceptual Design

The Consultant will develop two (2) conceptual designs for a fishing pond amenity, which consists of fishing pond, walking trail, and parking lot. One (1) of the conceptual designs will locate the fishing pond amenity at Willow Creek Park and one (1) of the conceptual designs will locate the fishing pond at the existing ponds located north of Creek Terrace Drive, west of Lavonne Lane, and south of Sparrow Drive.

The Consultant will prepare two (2) Opinions of Probable Construction Costs (OPCCs). These documents are intended to guide the design, planning, and programming of the conceptual fishing pond and will provide an approximate cost to be based on estimated market values of the proposed improvements.

Because the Consultant does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to opinions as to the costs of construction and materials, shall be made on the basis of its experience and represent its judgment as an experienced and qualified professional, familiar with the industry. The Consultant cannot and does not guarantee that proposals, bids, or actual costs will not vary from its opinions of cost.

The Consultant will present the concepts and OPCCs to Client staff to gather feedback and revise the exhibit based on the feedback. The Consultant will provide revisions for up to 2 (two) rounds of ordinary and reasonable comments.

The Consultant will present the two (2) revised conceptual designs and two (2) revised OPCCs to the Parks Advisory Board and City Council per Task 1.0.

This task does not include final design, construction documents, or specifications. This task does not include water modeling, hydraulic engineering, flood study, or permitting for CLOMR or LOMR.

Task 4.0 – William Houston Conceptual Design

The Consultant will develop one (1) conceptual design for the sports complex located at William Houston Park. The conceptual designs will consist of multi-purpose sports fields, baseball fields, softball fields, trails, parking lot improvements, concession and restroom areas, and a playground.

The Consultant will prepare one (1) OPCCs. This document is intended to guide the design, planning, and programming of the conceptual sports complex and will provide an approximate cost to be based on estimated market values of the proposed improvements.

Because the Consultant does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to opinions as to the costs of construction and materials, shall be made on the basis of its experience and represent its judgment as an experienced and qualified professional, familiar with the industry. The Consultant cannot and does not guarantee that proposals, bids, or actual costs will not vary from its opinions of cost.

The Consultant will present the concept to Client staff to gather feedback and revise the exhibit based on the feedback. The Consultant will provide revisions for up to 2 (two) rounds of ordinary and reasonable comments.

The Consultant will present one (1) revised conceptual design and one (1) revised OPCC to the Parks Advisory Board and City Council per Task 1.0.

This task does not include final design, construction documents, or specifications.

Task 5.0 – Beltmill Conceptual Design

The Consultant will develop one (1) conceptual design for the sports complex located at the northeast corner of East Bailey Boswell Road and Business 287. The conceptual design will consist of multi-purpose sports fields, soccer fields, trails, parking lot improvements, concession and restroom areas, and a playground.

The Consultant will prepare one (1) OPCC. This document is intended to guide the design, planning, and programming of the conceptual sports complex and will provide an approximate cost to be based on estimated market values of the proposed improvements.

Because the Consultant does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to opinions as to the costs of construction and materials, shall be made on the basis of its experience and represent its judgment as an experienced and qualified professional, familiar with the industry. The Consultant cannot and does not guarantee that proposals, bids, or actual costs will not vary from its opinions of cost.

The Consultant will present the concept to Client staff to gather feedback and revise the exhibit based on

the feedback. The Consultant will provide revisions for up to two (2) rounds of ordinary and reasonable comments.

The Consultant will present one (1) revised conceptual design and one (1) revised OPCC to the Parks Advisory Board and City Council per Task 1.0.

This task does not include final design, construction documents, or specifications.

Task 6.0 – Parks & Recreation Master Plan Amendment

The Consultant will develop an amendment for the City's Parks and Recreation Master Plan. This amendment will consist of the deliverables prepared in Tasks 2.1-5.0 of this IPO and the feedback received at public meetings per Task 1.0.

Additional Services if required:

Any services not specifically provided for in the above scope, as well as any changes in the scope requested by the Client, will be considered additional services. Additional services include, but are not limited to, the following:

- Measuring surfacing depth compared to play equipment critical height
- Surfacing HIC or GMAX testing consistent with ASTM F1292 or ASTM F3313-20
- The accessibility route to the playground area consistent with the 2010 Department of Justice American Disability Act (ADA) Standards for Accessible Design
- The accessible inclusive play elements at each playground
- Attendance at Public Meetings beyond those specifically included in the Scope of Services referenced above.
- Preparation of platting documents and/or real property survey for site acquisition.
- Sampling, testing, or analysis beyond that specifically included in the Scope of Services referenced herein above.
- Providing professional services associated with the discovery of any hazardous waste or materials in the project route.
- Assisting Client or Contractor in the defense or prosecution of litigation in connection with or in addition to those services contemplated by this Agreement. Such services, if any, will be furnished by Consultant on a fee basis negotiated by the respective parties outside of and in addition to this Agreement.
- Preparing applications and supporting documents for government grants, loans, or planning advances, and providing data for detailed applications.
- Appearing before regulatory agencies or courts as an expert witness in any litigation with third parties or condemnation proceedings arising from the development or construction of the Project, including the preparation of engineering data and reports for assistance to the Client.
- Any services not listed in the Scope of Services.

Schedule:

Consultant will provide our services as expeditiously as practicable to meet a mutually agreed upon schedule.

Deliverables:

- One Playground Improvement Matrix
- Two Preliminary Fishing Pond Concepts
- Two Preliminary Fishing Pond OPCCs
- Two Revised Fishing Pond Concepts
- Two Revised Fishing Pond OPCCs
- One Preliminary William Houston Concepts

- One Preliminary William Houston OPCCs
- One Revised William Houston Concept
- One Revised William Houston OPCC
- One Preliminary Beltmill Concepts
- One Preliminary Beltmill OPCCs
- One Revised Beltmill Concept
- One Revised Beltmill OPCCs
- One Parks & Recreation Master Plan Amendment

Terms of compensation:

Task Name	Budget Amount	Fee Type
Task 1.0 – Project Meetings and Coordination	$ 12,000	(Lump Sum)
Task 2.0 – Playground Site Visits	$ 12,000	(Lump Sum)
Task 2.1 – Playground Assessment	$ 20,000	(Lump Sum)
Task 3.0 – Fishing Pond Conceptual Design	$ 23,000	(Lump Sum)
Task 4.0 – William Houston Conceptual Design	$ 19,500	(Lump Sum)
Task 5.0 – Beltmill Conceptual Design	$ 19,500	(Lump Sum)
Task 6.0 – Parks & Recreation Master Plan Amendment	$ 7,000	(Lump Sum)
Total Fee	**$ 113,000**	

Consultant will perform the services in Tasks 1.0 through 6.0 for the total lump sum fee of $113,000. Individual task amounts are informational only. All permitting, application, and similar project fees will be paid directly by the Client. Lump sum fees will be invoiced monthly based upon the overall percentage of services performed.

Lump Sum tasks will be invoiced based on the percent completion of the tasks.

Payment will be due within 25 days of your receipt of the invoice.

Other special terms of Individual Project Order: None

ACCEPTED:

CITY OF SAGINAW, TEXAS

SIGNED:_____

PRINTED NAME:_____

TITLE:_____

KIMLEY-HORN AND ASSOCIATES, INC.

SIGNED: Bradley J Hill
March 24, 2023

PRINTED NAME: Bradley J. Hill

TITLE: Regional Contract Lead