

ATTACHMENT A
SCOPE OF SERVICES – CHANGE ORDER #1

PROJECT IDENTIFICATION

Project Name: Grady Littlejohn Softball and Baseball Complex Refresh
City of McKinney, Collin County, Texas
LJA Job No. NTP660-0157E
LJA Proposal No. 24-28741 CO#1 (2647)

PROJECT DESCRIPTION

Scope and fee herein are for the further construction documentation as a result of the project budget increase at the existing Grady Littlejohn Softball and Baseball Complex.

SCOPE OF SERVICES

LANDSCAPE DESIGN SERVICES

325. CONSTRUCTION DOCUMENTS

Based upon Client approved Design Development, prepare construction documents for the Proposed Improvements at 60%, 90%, and 100% milestones for approval by the Client. Upon completion of the plans, process the plans through the City for approval. This task includes the following drawings and deliverables:

- A) Site Amenities Layout - Locate all proposed site elements and provide to the Civil Engineer for them to prepare a detailed Dimensional Control Plan.
- B) Grading – Prepare grading plans for the high detail landscape architectural areas as required, which will be dovetailed into the site grading provide by the Civil Engineer.
- C) Planting Plan – Prepare the Planting Plans, Details and Notes required to show all plantings areas and arrangement of plant materials as required by the Client and the overseeing public agency. The quantity, species, size and spacing of all materials will be specified in a plant legend/schedule on the plan.
- D) Technical Details - Provide construction detailing for all proposed hardscape and landscape elements that are not pre-manufactured. Details to allow for full constructability and applies to apples bids.
- E) Technical Specifications & Project Bid Manual Preparation – Provide the Project Manual complete with bid form and specifications following the Standard CSI Format. Specifications will be submitted at the 90% and 100% submittal milestones. The provided specifications will include all necessary technical specification for the proposed improvements.

LJA anticipates making two (2) trip to the site during the Construction Documentation Phase. Additional trips to the site requested by the Client will be billed on a time and materials basis. Should items outside this Scope of Services including special studies or non-standard structures be required, an additional services request will be submitted.

DESIGN COORDINATION SERVICES

372. STRUCTURAL DESIGN COORDINATION

Coordinate with the structural engineering consultant as they provide files, document review, and bidding support throughout the design process. Incorporate the structural design sheet(s) into the construction plan set(s) and process through the City for approval.

373. ELECTRICAL DESIGN AND COORDINATION

Coordinate with the electrical engineering consultant as they provide files, document review, and bidding support throughout the design process. Incorporate the electrical design sheet(s) into the construction plan set(s) and process through the City for approval.

CIVIL DESIGN SERVICES

425. CIVIL CONSTRUCTION PLANS

Prepare civil engineering construction documents for the Project. The construction documents will be developed per City of McKinney requirements and will include the following plans:

- A) Demolition Plan: A plan depicting elements to be removed as well as items to remain.
- B) Dimension Control Plans: A detailed plan providing horizontal dimensioning of the fields, structures, building(s) and paving improvements relative to known boundary points.
- C) Grading and Drainage Plan: The following items will be provided:
 - 1. Finish floor elevation(s) and spot grades for pavement and drainage features.
 - 2. Proposed one-foot contours.
 - 3. Spot grades of sidewalks and ramps along accessible routes and in pedestrian hardscape areas as coordinated with the architect at building entrances and as coordinated with the landscape architect in open space areas. Detailed grading and drainage within landscape areas shall be the responsibility of the landscape architect.
- D) Utility Plan – The following items will be included on the utility plan to be prepared per City of McKinney requirements:
 - 1) Domestic water service line designed to within five feet of the building(s).
 - 2) Sanitary sewer(s), including manholes and cleanouts, designed to within five feet of the building(s).
 - 3) Set new fire hydrant in the plaza near the concession building via a new water line from Wilson Creek Parkway.
- E) Erosion Control Plan and Details: Prepare an erosion and sediment control plan with erosion control details for the project site in accordance with local, state, and federal regulations and Best Management Practices (BMPs).

- F) Construction Details, Notes, and Specifications: Details, notes, and specifications per governing agency requirements for utility, paving, grading, drainage, and erosion control criteria.

GENERAL CONDITIONS

This Scope is based on the following General Conditions:

- Site will be mowed by Client prior to design surveys or verifications. Contractor shall be responsible for protecting stakes.
- Scope of Services is only for area, as shown on Exhibit A.
- Any additional work not specifically included in the Proposed Scope of Work will be accomplished as Additional Services.
- For client generated changes to the design once Construction Document Preparation is in progress time will be billed at an hourly rate, per a proposal approved by the Client, until the work is at the same level of completion as it was prior to the change.
- The Client shall, in a timely manner, provide full information regarding the requirements of the project, including design objectives, constraints and criteria, and any other relevant information; shall designate a representative to act on Client's behalf to examine the documents or the work as necessary and to render decisions related thereto in a timely manner so as to avoid unreasonable delays; and shall furnish all services required for the expeditious completion of the project which are not part of LJA services to be provided under this agreement.
- The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as Landscape Architects in Texas. The Board's address and phone is P. O. Box 12337, Austin, TX 78711, phone: 512-305-9000, fax: 512-305-8900. The Board's web site address is www.tbae.state.tx.us.

ATTACHMENT B
COMPENSATION SCHEDULE

(00) PHASE 1

LANDSCAPE DESIGN SERVICES			
325	Construction Documents	Lump Sum	\$40,750
DESIGN COORDINATION SERVICES			
372	Structural Design Coordination	Lump Sum	\$1,500
373	Electrical Design Coordination	Lump Sum	\$1,420
CIVIL DESIGN SERVICES			
425	Civil Construction Plans	Lump Sum	\$8,325
TOTAL			\$51,995

* Sales Tax will be added to these Survey Services

ADDITIONAL SERVICES

Compensation for Additional Services not listed herein or services required due to change in municipal ordinances and/or State legislation will be billed on a time and materials basis in accordance with LJA Standard Rate Schedule below or on a lump sum basis agreed upon at the time the work is authorized.

BILLING RATES

LABOR CATEGORY	Lowest	Highest
Department Head (VP, Division Manager)	\$245.00	\$295.00
Senior Consultant	\$230.00	\$295.00
Director	\$215.00	\$295.00
Group/Design Manager	\$200.00	\$295.00
Sr. Project Manager	\$200.00	\$295.00
Project Manager	\$150.00	\$290.00
Sr. Project Engineer	\$150.00	\$290.00
Professional Engineer (Project Engineer, APM)	\$120.00	\$220.00
Graduate/Design Engineer	\$100.00	\$175.00
Sr. Civil Designer	\$120.00	\$200.00
Civil Designer	\$ 85.00	\$170.00
Sr. Planner	\$130.00	\$240.00
Planner	\$ 85.00	\$175.00
Sr. Landscape Architect (Studio Lead)	\$165.00	\$280.00
Landscape Architect	\$105.00	\$195.00
Landscape Designer	\$ 95.00	\$150.00
Sr. Construction Manager	\$130.00	\$240.00
Construction Manager	\$105.00	\$185.00
Resident Project Representative	\$100.00	\$195.00
Construction Engineer	\$100.00	\$195.00
Construction Inspector	\$ 85.00	\$170.00
GIS Developer	\$100.00	\$210.00
GIS Analyst	\$ 70.00	\$140.00
Survey Project Manager	\$130.00	\$265.00
Project Surveyor	\$110.00	\$220.00
Survey Technician	\$ 70.00	\$175.00
Clerical (Admin. Assistant)	\$ 60.00	\$130.00
Intern	\$ 50.00	\$ 95.00

In accordance with *Rule 3.356 – Real Property Services* governed by the Texas Comptroller of Public Accounts, sales tax will be applied on services used to determine or confirm property boundaries, such as boundary recovery, lot surveying/pins, title surveying, right-of-way surveying, and final platting.

REIMBURSABLE EXPENSES

In performance of the Scope of Services attached to the Project specific Proposal, reproduction, out-of-town travel expenses, employee travel and mileage, and other non-labor charges directly related to the Project are included under the predetermined lump sum fee as shown above. The following items are not included and can be paid on behalf of the Client and billed at cost plus ten percent:

1. Filing fees, permit fees, application fees, and other municipal/submittal charges.
2. Subcontracted services by outside consultants
3. Sales tax as required by state law for surveying services will be billed at cost.

Contact for all Correspondence:

Billy Vicic, RLA
Associate Principal

BV/rr