

**BOARD OF PUBLIC WORKS AND SAFETY**  
**Agenda Request Form**

(Form B-01-2012)

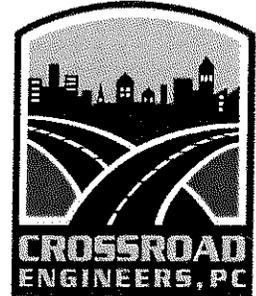
*Organizations and individuals are asked to submit a request form and supporting documents to be placed on the agenda. You will be contacted by the City confirming the date of the meeting in which your request will be heard.*

*Please make sure that your contact information is accurate in case we need to get in touch with you. The Board of Works meets on the 1st and 3rd Monday of each month at 5:00 p.m. in City Hall located at 70 E. Monroe Street.*

Date Submitted:	1/22/2015	Requested Meeting Date:	2/2/2015
		Confirmed Meeting Date:	
Received by:			
<b>Contact Information: Please provide all requested information in the fields below. (Print or Type)</b>			
On Behalf of Organization or Individual:		Planning and Engineering Department	
Name:	Travis Underhill	Telephone:	736-3631
Title or Position:	City Engineer		
E-Mail:	<a href="mailto:tunderhill@franklin.in.gov">tunderhill@franklin.in.gov</a>		
Address:	70 E. Monroe Street		
City:	Franklin	State:	IN
		ZIP:	46131
<b>Who will attend the meeting and present the request?</b>			
Name:	Travis Underhill	Telephone:	736-3631
Title or Position:	City Engineer		
E-Mail:	<a href="mailto:tunderhill@franklin.in.gov">tunderhill@franklin.in.gov</a>		
<b>Please describe the purpose or title of your presentation.</b>			
Supplemental contract for design services for the SR44 corridor from Eastview Drive west past US31.			
<b>Supporting documents: All supporting documents should be submitted with the request form.</b>			
1. Supplemental Fee Request			
2.			
3.			
4.			

December 19, 2014

Travis Underhill, P. E.  
City Engineer, City of Franklin  
70 E. Monroe Street  
Franklin, Indiana 46131



RE: Greenways Corridor Design  
Supplemental Fee Request  
SR 44 Reconstruction – 0.25 miles west of US 31 to Eastview Drive

Dear Travis:

As we have discussed, we are requesting approval of Supplemental Agreement No. 6 to our existing contract. This supplemental agreement covers the following:

1. Design of a sanitary sewer along the full length of the project and the incorporation of that design into the construction drawings and specifications for the roadway.
2. Landscape and lighting design services for the proposed roundabout to be constructed at Eastview Drive. These services are more particularly described in the attached Scope of Work from Remenschneider Associates, Inc. dated December 18, 2014.
3. Additional right of way engineering and right of way acquisition services. Our original proposal, which was approved as Supplemental Agreement No. 5, was based on an estimated number of parcels prior to performing property and right of way research for the project. Upon completing the research, we found an additional 10 parcels due to insufficient INDOT right of way on the south side of King Street (old SR 44) going eastward from Forsythe Street.

These professional services will be performed in accordance with FHWA and INDOT guidelines and requirements. Following is a Fee Schedule that presents each additional service, the proposed fee budget for that service, and the basis of payment.

We will utilize subconsultants to perform some of the services. All of these firms will be INDOT prequalified to perform these services, and all of them will be firms with whom we have worked previously. The functions expected to be performed by subconsultants include Landscape Architectural Services, Title Research, Appraising, and Buying services.

Attached is the proposed Supplemental Agreement No. 6 for your review. If you should have any questions or need any further information, please do not hesitate to call Trent Newport.

Sincerely,

CrossRoad Engineers, PC

  
Chip Charles, P. E.  
President

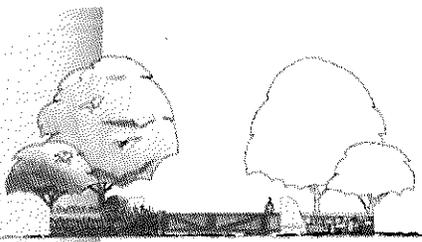
## Fee Schedule

The work will be invoiced as work is performed in accordance with the following fee schedule. Note that all fees are lump sum unless otherwise indicated.

Sanitary Sewer Design	\$25,000
Landscape Design & Plan Preparation for Eastview Drive Roundabout	<u>\$11,650</u> <sup>1</sup>
<b>Subtotal Preliminary Engineering Tasks</b>	<b>\$36,650</b>
Add'l R/W Plan Dev. & Title Research (Unit Price, see attached spreadsheet)	<u>\$45,150</u> <sup>2</sup>
<b>Subtotal R/W Plan Development &amp; Title Research (Estimated)</b>	<b>\$45,150</b>
Additional R/W Acquisition Services (Unit Price, see attached spreadsheet)	<u>\$39,195</u> <sup>2</sup>
<b>Subtotal R/W Acquisition Services (Estimated)</b>	<b>\$39,195</b>
<b>TOTAL Additional Services</b>	<b>\$120,995</b>

<sup>1</sup> This is a subcontracted work element and the cost shown here is based upon the assumptions listed in the attached fee proposal from Remenschneider Associates, Inc. dated December 18, 2014.

<sup>2</sup> A portion of this work will be subcontracted and the fee shown here is estimated. These subcontracted amounts will consist of the actual invoiced amounts from the subcontractor plus a 10% mark-up for task coordination and administrative efforts. The total amount is estimated and will depend upon the actual number of parcels of right of way required.



# REMENSCHNEIDER ASSOCIATES, INC.

landscape architecture & planning

PROJECT: JEFFERSON STREET CORRIDOR IMPROVEMENTS – RAB AT EASTVIEW DRIVE  
LOCATION: FRANKLIN, INDIANA  
DATE: DECEMBER 18, 2014

Remenschneider Associates, Inc. (RAI) is pleased to provide this scope of services to CrossRoad Engineers (CRE) for additional landscape architectural services for the proposed Round-about (RAB) located at Eastview Dr. within the current Jefferson Street corridor improvement project.

Our firm will coordinate with the project design team, led by CrossRoad Engineers, to prepare schematic designs and construction plans per the scope of work outlined below. The schematic design plans will, upon the City's request, incorporate elements and standards commonly known as the 'Gateways & Greenways' features. In addition, we will prepare lighting design plans and required special provisions for the interior round-about feature, as currently designed by RAI, per the scope of work outlined below.

Following acceptance of design concepts, RAI will prepare construction drawings for non-vehicular related hardscape elements and ornamental landscape plantings incorporated into the current Jefferson Street corridor improvement plan set.

## SCOPE OF WORK

### *Phase I – Schematic Design*

- A. Coordination with project design team and client to further understand:
  - 1. Budget
  - 2. Determination of Site elements
- B. Preparation of two (2) schematic design plans to include the following elements:
  - 1. Signature masonry monuments
  - 2. Site walls and piers
  - 3. Ornamental landscape
  - 4. Lighting considerations
- C. Design review meeting with applicable City staff

#### *Deliverables:*

- (2 qty) Schematic Design Concept Master Plans
- (1 qty) Client meetings

### *Phase II – Construction Documents and Specifications*

Work to be performed within this phase includes preparation of landscape architectural construction drawings and coordination with civil engineering. This work will be based upon selected schematic design elements.

- A. Design coordination with CrossRoad Engineers
  - 1. Line-of-sight setback requirements
  - 2. Design grades for feature area

3. Decorative (*Sternberg*) street lighting needs / location
- B. Site hardscape construction plans including:
  1. Material selections
  2. Typical masonry sections and details
  3. Construction specifications
- C. Landscape planting plans including:
  1. Planting installation details
  2. Plant material specifications
    - a. Species botanical and common name
    - b. Installation size
    - c. Quantity
  3. Installation specifications
- D. Lighting design for interior round-about feature
  1. Coordination with project design team and client to further understand:
    - a. Budget
  2. Preparation of photometric plan integrating street lighting design with RAB feature lighting design including:
    - a. In-grade / up-lighting of masonry monuments
    - b. Lighting of piers and metal columns
  3. Design review meeting with applicable City staff and/or CRE
  4. Coordination with CRE in their preparation of lighting plans
  5. Preparation of feature lighting unique special provisions for INDOT bidding / letting
- E. Prepare estimate of probable site work costs for Phase II Section B, C and D listed above
- F. Completion of construction drawings

***Deliverables:***

- (1 qty) Landscape Architectural construction drawing set (24" x 36")  
with necessary plans & details listed above for INDOT submittals
- (1 qty) Estimate of probable site work costs

**PROFESSIONAL FEES**

Professional services as described in the scope of work outlined above are listed below:

<b>Phase I:</b>	Project Initiation / Schematic Design	\$	3,500.00
<b>Phase II:</b>	Construction Documents and Specifications	\$	8,150.00

The above fees total \$ 11,650.00 through completion of Phase II and will proceed per authorization of this proposal. Professional services will be billed on a monthly complete basis. All invoices are due upon receipt and 1.5% interest will be charged per month for any invoices not paid within 45 days. Professional fees associated with the above scope will expire if not accepted within 60 days from the date of this contract.

**ADDITIONAL SERVICES**

Additional services beyond the above scope of work can be provided upon request or as needed. These include, but are not limited to, further design studies beyond those outlined above, design review meetings and studies requested beyond those outlined, agency coordination beyond outlined above, color renderings, presentation to or attendance at public meetings/hearings, state or federal environmental process meetings and coordination, construction documents and specifications beyond those outlined, onsite inventory of existing trees, competitive contractor bidding, irrigation design, as built/record drawings, and regulatory application and permit fees.

Principal landscape architect 160  
Project landscape architect 120

Staff landscape architect 90  
Administrative support 50

**INTELLECTUAL PROPERTY**

All designs indicated by the drawings and plans created for use on this project are the intellectual property of Remenschneider Associates Inc. No such designs or ideas shall be used by any other person, firm or corporation to advance the designs to the level of construction documents without written permission and procured release.

If the above meets with your approval, please return a copy of the executed contract to confirm our agreement and initiate work on your project.

Respectfully submitted,



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Kenneth J. Remenschneider, President

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Authorization

Date

**SR 44 Reconstruction Project**  
**From 0.25 Miles West of US 31 to Eastview Drive**  
**Franklin, Indiana**  
**Manhour Justification For**

<b>ADDITIONAL R/W PLAN DEVELOPMENT &amp; TITLE RESEARCH</b>					
Work Item	Quantity			Unit Fee	Total Fee
	Original	Revised	Additional		
Preliminary T & E Report -- Permanent Parcels <sup>(1)</sup>	15	33	18	\$600.00	\$10,800.00
Last Deeds of Record -- Temporary Parcels <sup>(1)</sup>	15	8	-7	\$150.00	-\$1,050.00
R/W Engineering	30	41	11	\$1,200.00	\$13,200.00
R/W Plats	15	33	18	\$500.00	\$9,000.00
R/W Legal Descriptions	30	52	22	\$600.00	\$13,200.00
ESTIMATED TOTAL FEE					\$45,150.00
<b>USE FOR ADDITIONAL R/W PLAN DEVELOPMENT &amp; TITLE RESEARCH</b>					<b>\$45,150.00</b>

<sup>(1)</sup> These tasks will be performed by subconsultants. The fees shown here are estimated. The final cost will consist of the actual invoiced amounts from the subconsultants plus a 10% mark-up for task coordination and administrative efforts, and will be based upon the number of units of work actually performed and the per parcel fees allowed by INDOT at the time the service is being provided.

CrossRoad Engineers, PC

3417 Sherman Drive, Beech Grove, Indiana 46107

**SR 44 Reconstruction Project**  
**From 0.25 Miles West of US 31 to Eastview Drive**  
**Franklin, Indiana**  
**Manhour Justification For**

<b>ADDITIONAL R/W ACQUISITION SERVICES</b>					
<b>Work Item</b>	<b>Quantity</b>			<b>Unit Fee</b>	<b>Total Fee</b>
	<b>Original</b>	<b>Revised</b>	<b>Additional</b>		
Appraisal Problem Analysis <sup>(1)</sup>	30	41	11	\$200.00	\$2,200.00
Appraisals (Various Types) <sup>(1)</sup>	30	41	11	---	-\$1,300.00
Review Appraisal (45% of appraisal fees) <sup>(1)</sup>	30	41	11	---	-\$525.00
Negotiations -- Permanent <sup>(1)</sup>	15	33	18	\$1,500.00	\$27,000.00
Negotiations -- Temporary <sup>(1)</sup>	15	8	-7	\$1,200.00	-\$8,400.00
Title Updates <sup>(1)</sup>	30	41	11	\$175.00	\$1,925.00
Document Preparation & Title Review <sup>(1)</sup>	30	41	11	\$175.00	\$1,925.00
Partial Mortgage Release / Recording Fees <sup>(1)</sup>	15	33	18	---	\$3,500.00
R/W Management	30	41	11	\$700.00	\$7,700.00
Payment Processing & Deed Recordation	30	41	11	\$120.00	\$1,320.00
R/W Staking (if required)	30	41	11	\$350.00	\$3,850.00
<b>ESTIMATED TOTAL FEE</b>					<b>\$39,195.00</b>
<b>USE FOR ADDITIONAL R/W ACQUISITION SERVICES</b>					<b>\$39,195.00</b>

<sup>(1)</sup> These tasks will be performed by subconsultants. The fees shown here are estimated. The final cost will consist of the actual invoiced amounts from the subconsultants plus a 10% mark-up for task coordination and administrative efforts, and will be based upon the number of units of work actually performed and the per parcel fees allowed by INDOT at the time the service is being provided.

CrossRoad Engineers, PC

3417 Sherman Drive, Beech Grove, Indiana 46107