

April 6, 2016
Revised May 12, 2016
File 35968-00
Exhibit A

Ms. Lisa Clayton
CITY OF FRANKLIN PARKS DEPARTMENT
Post Office Box 305
Franklin, Tennessee 37065

RE: FRANKLIN COMPREHENSIVE MASTER PLAN ADDITIONAL SERVICES

Dear Ms. Clayton:

At your request, this contract amendment proposal supersedes and replaces the letter dated March 7, 2016, requesting additional consulting services for the Parks and Recreation Comprehensive 10-Year Master Plan. This revised proposal includes an adjustment to the lump sum portion of the contract for additional services to date. Additionally, this amendment includes provisions for additional services related to the Park Land Dedication Ordinance on an hourly cost-plus basis as needed. Further details are provided below as follows:

Additional Services - Lump Sum

On July 13, 2015, we submitted a proposal that you accepted for additional services to extend our period of performance under our contract through September 30, 2015. As you are aware, the BOMA approval process of the master plan and the Park Land Dedication Ordinance has unexpectedly extended well beyond this date. Since the end of September, we have undertaken the following tasks:

- Revisions to the original June 2015 master plan draft as a result of public input received, including updating the trails mapping to add multiple trail connections throughout the City and alternate trail locations along the Harpeth River
- Meeting with your staff in Franklin on October 5, 2015, to discuss revisions to the plan
- Issuance of a revised draft plan on October 26, 2015
- Conducted a second public forum to present the revised plan on November 5, 2015
- Evaluation of alternate trail routes following the public forum, including site visits by Kiser Vogrin and a site visit by BWSC on November 11, 2015
- Attended a BOMA work session on December 8, 2015, to discuss the revised plan
- Revised the master plan based on BOMA input and issued a revised master plan, including additional trail revisions, on January 14, 2016
- Attended a BOMA work session on January 26, 2016, to discuss the revised plan
- Attended a BOMA meeting on February 9, 2016, for adoption of the master plan

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Additional Services – Cost Plus

In an effort to address any additional services that may be requested regarding the Park Land Dedication Ordinance, the following anticipated tasks can be performed on an hourly basis:

- Revisions to the ordinance based on BOMA input
- BOMA meeting to adopt the ordinance
- Issue the final adopted ordinance
- Additional requested efforts by the City of Franklin Parks Department associated with the Park Land Dedication Ordinance

If requested, these services will be billed hourly on a cost-plus basis in accordance with the attached rate schedule. We anticipate this effort to be between \$10,000 and \$15,000 for the tasks noted above; however, this is completely dependent upon the services requested by BOMA and the City of Franklin during this process. We recommend setting the cost-plus services to a maximum of \$15,000 in addition to the adjusted fee below, and should it appear that the services may exceed this amount, an equitable adjustment can be made through a change order.

To date, our team has incurred \$22,450 in additional labor and expense costs. Therefore, we propose an additional lump sum fee of \$22,450 for this work (\$7,042.55 for Master Plan revisions by KVD¹, \$5,666.45 for greenway revisions by KVD, and \$9,741 for BWSC effort). The current contract amount is \$160,700, which includes amendment No. 1 in the amount of \$10,700. With the additional lump sum fee above and the cost-plus maximum services, the new contract amount will be \$198,150.

Please let me know if you have any questions or need additional information regarding this proposal.

Sincerely,



William M. Fell, RA, PMP
Project Manager

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cc: Steve Fritts, BWSC
Paula Harris, BWSC
Charlie Smith, BWSC

¹ The amount of \$7,042.55 has been previously billed and paid.



SCHEDULE OF STANDARD CHARGES

HOURLY-RATE BASIS

Hourly Rates:

Principal Engineer, Planner, Architect, or Landscape Architect	\$170 to	\$280
Project Manager	150 to	180
Professional Engineer, Planner, Architect, or Landscape Architect	100 to	180
Graduate Engineer, Planner, or Architect.....	70 to	130
Designer or Technician	60 to	120
Drafter, Administrative Assistant, etc.....	50 to	120