



Architecture
Planning
Interior Design
Preservation

1138 East Commerce Street
San Antonio, Texas 78205
210.226.1246 | 210.226.6482
fpcarch.com | marketing@fpcarch.com

Principals:
O'Neil Ford, FAIA (1905-1982)
Chris Carson, FAIA
Carolyn Peterson, FAIA
John Gutzler, ASID, IIDA
John Mize, AIA, LEED AP
Rachel Wright, AIA, LEED GA
Adam Reed, AIA, LEED AP

Senior Associates:
Gary Coombs, AIA
Yu-Long Yang, AIA
Viola Lopez, AIA
Hector Machado, AIA
Michelle G. Rios, RID

Associates:
Allison Chambers, AIA, LEED AP
Laura Elvia Hall, LEED AP
Oscar Reyes, AIA
Celeste Taylor, RID

May 22, 2018
Revised May 29, 2018

VIA: E-MAIL & 1ST CLASS MAIL
JGATES@nbTexas.org

Ms. Jennifer Gates
Buyer | Finance
City of New Braunfels
550 Landa Street
New Braunfels, Texas 78130

*re: Dry Comal Creek Trail
Proposal for Services*

Dear Ms. Gates:

We are pleased to submit the following information as requested in your letter dated May 17, 2018:

- Detailed Scope of Services
- Itemized Cost Proposal
- Hourly Billing Rates

Project Description

The Dry Comal Creek Trail Project is envisioned as a linear trail park that will connect neighborhoods with local destinations, existing and future trails and provide recreational opportunities for residents and visitors alike. The trail will be approximately 6 miles in length when complete.

We understand that Phases 1 and 2 are to be completed and submitted to the City of New Braunfels by September 12, 2018, with award of the contract by the New Braunfels City Council anticipated on June 11, 2018.

The design standards to be used shall include:

- the City of New Braunfels Design Guidelines,
- the TXDOT Roadway Design Manual and Bridge Design Guidelines,
- TxDOT Hydraulic Design Manual,
- Highway Capacity Manual,
- the American Association of State Highway and Transportation Officials (AASHTO) A Policy on Geometric Design of Highways and Streets (Green Book),
- AASHTO Guide for the Development of Bike Facilities,
- AASHTO Guidelines for Geometric Design of Very Low-Volume Roads (ADTs 400),
- AASHTO LRFD Bridge Design Specifications,
- Texas Manual on Uniform Traffic Control Devices (TMUTCD),
- the Texas Accessibility Standards,
- San Antonio River Basin Regional Modeling Standards for Hydrology and Hydraulic Models,
- Bexar County Technical Memorandum IDF Curves,

Ms. Jennifer Gates
City of New Braunfels
May 22, 2018
Revised May 29, 2018
Page 2 of 5

- The Texas Pollutant Discharge Elimination System (TPDES) Guidelines as appropriate for the most cost-effective design.

Scope of Services

In general, the scope of services for the initial phases of this Project will evaluate available neighborhood/public access points, evaluate available parking areas, locate and evaluate potential low water crossings, and estimate locations of potential retaining walls and estimate height.

Project Management and Administration

- Develop fee proposals to include anticipated reimbursable expenses for Phase 1: Summary of Needs Study and Phase 2: Conceptual Design.
- Negotiate and finalize an Agreement for Professional Design Services
- Prepare and submit monthly invoices for professional services
- Attend progress review meetings with City staff (assume 4 meetings)

Phase 1 – Summary of Needs Study

Task 1: Project Kick-Off Workshop

- Gather available base mapping information
- Prepare graphics and exhibits for initial meeting
- Attend and facilitate one (1) Workshop with City of New Braunfels staff
- Prepare and distribute Minutes of the Workshop

Task 2 Programming

- Develop and refine the project scope
- Develop and refine a site use program
- Develop a preliminary project schedule, including review periods by City of New Braunfels staff
- Prepare/refine additional graphics for one (1) Programming Workshop
- Attend and facilitate the Programming Workshop with City Staff
- Prepare and distribute Minutes of the Workshop

Task 3: Summary of Applicable Codes

- Identify the applicable codes governing the project (Texas Accessibility Standards, AASHTO, IBC, etc.)

Task 4: Survey of Physical Improvements

Using the 2011 FEMA LIDAR aerial survey data for Comal/Guadalupe County, establish control, topographic information and assumed ROW

Task 5: Civil Assessment

Provide Civil Assessment of, and evaluate the available information as needed to the complete Phase 2 – Conceptual Design.

Task 6: Environmental Studies

Ms. Jennifer Gates
City of New Braunfels
May 22, 2018
Revised May 29, 2018
Page 3 of 5

- Archaeological Desktop Study and USACE/THC Coordination
- Phase 1 ESA and Karst Feature Reconnaissance
- Natural Resource Evaluation

Task 7: Summary of Required Permitting

- USACE 404, Waters of the U.S. required permitting
- Texas Commission on Environmental Quality
- National Environmental Policy Act
- National Historic Preservation Act
- Identify anticipated time for permit application review and approval

Task 8: Community Meetings

- Facilitate and participate in one (1) community meetings to present the goals of the project and obtain stakeholder input.
- Prepare graphics and other exhibits for meetings
- Document stakeholder comments.

Phase 1 Deliverable: A report, in .pdf format, summarizing the results of Phase 1, including any applicable drawings, sketches, cost estimates, meeting minutes, exhibits and reports.

Phase 2 – Conceptual Design

Task 1: Develop a maximum of two (2) Alternative Concepts based on the outcome of the Workshops held in the Summary of Needs Study. Provide photos of Architectural precedents and other supporting materials to suggest different methods of approaching the design while meeting project requirements.

Specific tasks include:

1. Develop typical cross-section and anticipated right-of-way width.
2. Evaluate current trail alignment and evaluate location of trail with regards to interaction with the creek and tie-ins to access points.
3. Review and recommend trail construction material.
4. Review current alignment and consider potential right-of-way acquisitions per the Comal Appraisal District line work.
5. Preliminary site evaluation.
6. Obtain available LiDAR from TNRIS for the project corridor.
7. Obtain utility information readily available from the utility purveyors in the area.
8. Prepare proposed Conceptual Civil Design, with Plan and Profile based upon existing 2011 LiDAR (*Shifted from Phase 3 – Schematic Design in the original Proposal*).
9. Develop concepts for Environmental Graphics program to include directional and wayfinding signage (*Shifted from Phase 3 – Schematic Design in the original Proposal*).

Ms. Jennifer Gates
City of New Braunfels
May 22, 2018
Revised May 29, 2018
Page 4 of 5

Task 2: Develop Conceptual Cost Estimates for the for the alternative Conceptual Design solutions, including ROW acquisitions.

Phase 2 Deliverable: Drawings and exhibits, in .pdf format, including a roll plot of the conceptual design, other Concept Design drawings as necessary, meeting minutes, reports, 3D renderings and cost estimates.

Services Not Included in the Scope of Work for Phases 1 and 2, but can be provided as Additional Services if requested:

- "On the ground" physical land survey (topographical, utilities, easements, boundary).
- Agency review & permitting fees
- Design assistance with utility adjustments other than those required for trail or amenity installation
- Right-of-Way and easement acquisition or assistance in acquisition
- Additional public meetings beyond those included in the scope of services.
- Assistance to the City of New Braunfels as an expert witness in any litigation with third parties arising from the development or construction of the project.
- NEPA Compliance – TxDot Categorical Exclusion
- Archaeological Pedestrian Survey
- Section 404 Nationwide Permit PCN
- Geotechnical investigations and reports

Client Responsibilities

- Assist, where needed, with gathering information from other governmental agencies
- Provide review comments on submittals and approvals in a timely fashion.
- For Workshops and Public Meetings, arrange logistics for venues, providing advertising and notices of meetings to stakeholders and the community (developing databases, website postings, mailings, social media, signs, etc.)

The Cost Proposal and Hourly Billing Rates for FPC/Workshop and all Consultants are attached as Exhibits A and B.

Please let me know if there are any questions. We look forward to working with you and the City of New Braunfels on the Dry Comal Creek Hike & Bike Trail project.

Ms. Jennifer Gates
City of New Braunfels
May 22, 2018
Revised May 29, 2018
Page 5 of 5

Sincerely,

A handwritten signature in black ink that reads "John Mize". The signature is written in a cursive, flowing style.

John Mize
President and Chief Operating Officer

attachments:

- Exhibit A – Itemized Cost Proposal
- Exhibit B – Hourly Billing Rates

EXHIBIT A - ITEMIZED COST PROPOSAL

Project Management & Administration Total Fees - PM & Administration \$42,931

Phase 1: Summary of Needs Study

- Task 1: Project Kick-Off Workshop
- Task 2: Programming
- Task 3: Summary of Governing Codes
- Task 4: Survey (*FEMA 2011 Comal County Aerial Survey*)
- Task 5: Civil Assessment
- Task 6: Environmental Studies
- Task 7: Summary of Permitting Permitting
- Task 8: Community Meeting
- Task 9: Determine Land (ROW) Acquisition Needs

Total - All Fees Phase 1 \$72,918

Phase 2: Conceptual Design

- Task 1: Alternative Concept Sketches & Architectural Precedents
 - 1.1 Develop typical cross-section and anticipated right-of-way width
 - Evaluate the current trail alignment & location of trail with regards to interaction with the creek
 - 1.2 and tie-ins to access points
 - 1.3 Review and recommend trail construction material
 - Review current alignment and consider potential right-of-way acquisitions per the Comal
 - 1.4 Appraisal District line work.
 - 1.5 Preliminary site evaluation
 - 1.6 Obtain available LiDAR from TNRIS for the project corridor.
 - 1.7 Obtain utility information readily available from the utility purveyors in the area.
 - Prepare proposed Conceptual Civil Design, with Plan and Profile based upon existing 2011
 - 1.8 LiDAR.
 - Develop concepts for Environmental Graphics program to include directional and wayfinding
 - 1.9 signage.

Task 3: Conceptual Cost Estimate

Total All Fees Phase 2 \$117,719

Total Fees Phases 1 & 2 \$190,637

Total All Fees (*including PM & Admin*) \$233,568

EXHIBIT B – HOURLY BILLING RATES

Ford, Powell & Carson, Inc. (Architect)	
Principal-in-Charge	\$207.77
Project Manager	\$126.95
Designer I	\$98.19
Designer II, Visualization	\$80.58
Administrative	
Work5Hop (Associated Architect)	
Principals	\$150.00
Intern Architect	\$100.00
TBG Partners (Landscape Architecture)	
Principal – Landscape	\$160.00
Senior Associate/Project Manager	\$95.00
Designer I	\$75.00
Principal – Environmental Graphics	\$140.00
Associate – Environmental Graphics	\$95.00
Pape-Dawson Engineers, Inc. (Civil Engineering, Surveying & Hydraulics/Hydrology)	
Senior Vice President	\$250.00
Vice President	\$230.00
Senior Project Manager	\$195.00
Senior Project Engineer	\$160.00
EIT	\$115.00
CAD/GIS Technician	\$100.00
Clerical	\$70.00
Raba Kistner (Archaeology/Cultural Resources, Environmental/Geotechnical)	
Senior Environmental Planner	\$170.00
Senior Geologist	\$170.00
Senior Project Manager – NEPA/NR	\$130.00
Hazmat Project Manager	\$115.00
Environmental Geologist	\$90.00
Archaeological Principal Investigator	\$105.00
Environmental Scientist	\$95.00
GIS Analyst	\$91.00
Project Archaeologist	\$91.00
Business Manager	\$88.00
Field/Lab Technician	\$85.00
Clerical/Technical Editor	\$75.00
CADD Technician	\$74.00
Project Cost Resources (Cost Estimating)	
Principal	\$190.00
Cost Manager	\$145.00
Senior Estimator	\$135.00
Estimator	\$70.00