

**Exhibit A**  
**Department of Water Management Mist Lake Facility Master Plan**  
**City of Durham, North Carolina**

(Project No. 13FC01-10653)  
(Heery Project No. 1228300)

**Scope of Work**

**Introduction**

The City owns and operates the Department of Water Management Offices at 1600 Mist Lake Drive in Durham, NC. The 20- acre facility currently houses the Department's Administration, Plant Engineering & Maintenance, Regulatory Compliance and Utility Engineering divisions. Through this project, the City intends to develop final recommendations for modifying and expanding the facilities to accommodate potential growth over the next 20 years as well as the more immediate relocation of the Water & Sewer Maintenance division from their current location at the Public Works Operation Center (PWOC). Four alternatives will be considered, including on and off site options.

The following is a detailed outline of the technical approach to developing a Master Plan for state-of-the-art facilities that will support current and future operations of the Water Management Department. The approach is divided into tasks with each task being described with the work elements to be accomplished, the deliverables, and items to be provided by the City.

The scope of services is divided into the following tasks:

- Task 1: Data/Information Gathering & Review**
- Task 2: Existing Site & Facility Condition Review**
- Task 3: Space Needs Assessment**
- Task 4: Master Planning**
- Task 5: Final Reporting**
- Task 6: Additional Services**

The team members that will be involved in each task or subtask are shown in parenthesis with the lead member listed first.

The Team includes:

- Heery**            **Heery International, P.C.** (Prime, Project Management, Programming, Scheduling, Master Planning, Cost Estimating)
- PB**                **Parsons Brinckerhoff** (Operations, Programming, Shop Equipment, Civil)
- EDI\***            **Engineered Design Incorporated** (Mechanical, Electrical, Fire Protection and Plumbing Engineering)
- G&M**            **Gardner and McDaniel** (Structural Engineering)
- Turner \***        **Turner Land Surveying, PLLC** (land surveying)

(\*) = MWBE team member

A list of data/information requested is included as Attachment A.

## **Task 1: Data/Information Gathering & Review**

### **Task 1.1 Management, Meetings and Coordination (Heery, PB)**

- Task 1.1.1 Conduct a project kick-off meeting with the Team and key City staff who will participate in the project. The purpose of the meeting will be to:
- a. Establish clear lines of communication.
  - b. Review the scope of work and project schedule.
  - c. Clearly define project goals and objectives.
  - d. Identify the staff to be involved in the interview process.
  - e. Review and revise the Data / Information List (Attachment B).
- Task 1.1.2 Develop and maintain a project schedule listing all tasks and parties involved in the project with estimated start and completion dates. The schedule will be updated on a monthly basis.
- Task 1.1.3 Schedule and coordinate bi-weekly project status meetings including:
- a. Identifying appropriate participants for each meeting.
  - b. Developing (with appropriate City input) and distributing agenda prior to meetings.
  - c. Developing and distributing minutes for each meeting.
- Task 1.1.4 Prepare and submit monthly progress reports. Each report shall include an updated schedule, summary of tasks in progress and completed, and projected tasks to be accomplished in the next month. Meeting minutes and other documents developed during the reporting period will be included in the report as an appendix.
- Task 1.1.5 Coordinate with various groups responsible for reviewing the Master Plan at specific stages.

### **Task 1.2 Data / Information Gathering & Review (Heery, PB)**

- Task 1.2.1 Assemble and review copies of previous studies and/or reports pertinent to the Department of Water Management (DMW) and Water & Sewer Maintenance (WSM) Facilities Master Plan.
- Task 1.2.2 Assemble available drawings of each DMW and WSM site and facility.
- Task 1.2.3 Assemble and review current operations plans for each existing DMW and WSM site.
- Task 1.2.4 Review current and projected staffing plans and labor agreements(s).
- Task 1.2.5 Tour all existing DMW and WSM facilities to fully understand their function and capabilities.
- Task 1.2.6 Field measure each facility at the Mist Lake site and prepare Autocad documents of the existing floor plans.
- Task 1.2.7 Review lists of current vehicles and equipment, its current location and projected future need due to growth.
- Task 1.2.8 Review current and projected use of alternative fuels.

Task 1.2.9 Review and document permitting requirements – City of Durham Building Permit, Department of Environment and Natural Resources' (DENR) Erosion and Sediment Control Approval, DENR Stormwater Management Permit, etc.

**Task 1**

**Consultant Deliverables**

- D 1.1.1 Project Schedule
- D 1.1.2 Meeting Agendas
- D 1.1.3 Meeting Minutes
- D 1.1.4 Monthly Progress Reports (including updated project schedule)
- D 1.1.5 AutoCad drawings of each existing facility at the Mist Lake site based on field surveys by Consultant's staff
- D 1.1.6 Summary of permitting requirements

**Task 1**

**Items to be provided by the City of Durham**

- C 1.1.1 Active participation in Kick Off Meeting
- C 1.1.2 Review and comments to Consultants within 3 weeks of submission of deliverables
- C 1.1.3 Copies of previous studies and reports
- C 1.1.4 Drawings/surveys of existing sites and facilities
- C 1.1.5 Current operations plans
- C 1.1.6 Current and projected staffing plans and labor agreement(s)
- C 1.1.7 List of current and projected vehicles and equipment (including current location)
- C 1.1.8 Access during regular business hours to all facilities and spaces at the Mist Lake site and the Public Works Operations Center (PWOC).

**Task 1**

**Assumptions**

- A 1.1.1 Seven (7) hard copies and one .pdf of each deliverable will be submitted.
- A 1.1.2 The Team can rely on the accuracy of any geotechnical investigation, site survey, and any other information provided by the City
- A 1.1.3 The following meetings are included in the scope of the work; additional meetings will be treated as additional services:
  - Project kick-off meeting 1 meetings/4 team members
  - Tour of existing DMW & WSM with Project Kick Off meeting
  - Bi-weekly project status meetings 12 meetings/1 or 2 members
  - Deliverable Review Meeting 1 meeting/2 team members

**Task 2: Existing Site & Facility Condition Review (Mist Lake facilities only)**

**Task 2.1**

**Facilities and Operations (Heery, PB, EDI, G&M)**

- Task 2.1.1 Tour existing facilities and talk with City staff responsible for operations at each site, building systems, and building maintenance.

- Task 2.1.2 Review of existing plans and specifications for facilities.
- Task 2.1.3 Review the size, condition, expansion and demolition capability, and efficiency of each facility.
- Task 2.1.4 Prepare area take-off of each space in the facilities based on the drawings prepared by the Consultant.
- Task 2.1.5 Identify the probable life span of the following existing building systems: exterior building skin, interior finishes, mechanical, electrical, plumbing, fire protection.
- Task 2.1.6 Evaluate compliance of existing facilities with applicable building codes including ADA. Determine a wind rating for each existing facility. (The site would be used for emergency operations and the building's ability to withstand a heavy storm/wind storm is important).
- Task 2.1.7 Inventory existing shop equipment and identify items (at both PWOC and Mist Lake facilities) that should be reused in the Master Plan.
- Task 2.1.8 Document current on-site traffic flow and workflow throughout the facility.
- Task 2.1.9 Review available new technologies that may improve the operational efficiency or effectiveness of the building systems.
- Task 2.1.10 Photographically document existing conditions along with a narrative of the conditions.
- Task 2.1.11 Prepare draft condition report and submit for the City's review and comment.
- Task 2.1.12 Final condition report to be included in the final Master Plan report.

**Task 2.2 Survey (Turner)**

- Task 2.2.1 Survey if required – See Task 6.

**Task 2 Consultant Deliverables**

- D 2.1.1 Draft Condition Report including:
  - a. Evaluation of Mist Lake site
  - b. Existing building (Mist Lake site only) systems capacity and efficiency review
  - c. Existing shop equipment inventory (Both Mist Lake and PWOC)

**Task 2 Items to be provided by the City of Durham**

- C 2.1.1 Review and comments of draft deliverables within 3 weeks of their submission.
- C 2.1.2 Access during regular business hours to all facilities and spaces at the Mist Lake site.

**Task 2 Assumptions**

- A 2.1.1 Seven (7) hard copies and one .pdf of each deliverable will be submitted.
- A 2.1.2 The existing conditions assessment is a visual assessment and does not include testing of building systems or components. The assessment will include all systems that can be easily viewed

without the use of equipment other than a 6-foot ladder. This visual inspection is to give a general overview of the existing conditions and is not guaranteed to identify each and every deficiency in the existing facilities.

- A 2.1.3 The existing conditions survey does not include inspection for asbestos or other hazardous materials. It is assumed that the City's lead and asbestos evaluation performed prior to the purchase of the facility in 1992/93 will sufficiently identify any hazardous materials that exist. If this proves to not be the case, further investigation will be treated as an additional service. No allowance for this work has been specifically included in the fee.
- A 2.1.4 The existing conditions survey does not include roof inspection. It is presumed that the City can provide a report on the expected life span of the roof. If this is not available, it can be added to the scope.
- A 2.1.5 The existing conditions survey will include a structural inspection to develop a wind rating for each existing facility at the Mist Lake site.
- A 2.1.6 The following meetings are included in the scope of the work; additional meetings will be treated as additional services:
  - Condition Assessment        2 days/5 team members
  - Deliverable Review Meeting 1 meeting/2 team members

### **Task 3: Space Needs Assessment**

#### **Task 3.1 Operational Requirements (PB, Heery)**

- Task 3.1.1 Develop a questionnaire to be completed by the City staff prior to the interviews.
- Task 3.1.2 Assist in identifying the staff to be involved in the interview process. The Team respects the time of City staff and will work closely with the City's Project Manager to identify specific areas to be discussed and the appropriate staff to address each area. A detailed schedule of interviews will be developed with the City's Project Manager to make the best use of City staff time in the interviews.
- Task 3.1.3 Workshop #1 (Programming): Interview key City staff personnel to determine functional requirements and operational characteristics for the functions to be located at the Mist Lake facility. The workshop is anticipated to be conducted over the course of a four to five day period. The workshop will start with a kick-off meeting with key staff that will be involved in the interviews. The purpose of the kick-off meeting will be to confirm project goals and the objectives of the workshop. Interviews will be conducted with the City staff appropriate for the specific areas being discussed. These interviews are critical to the success of the Master Plan, as they provide essential input to understanding operational requirements, identifying space requirements, development of criteria, and ultimately development of a Master Plan that will meet the City's current and future needs. Examples of topics to be addressed during the interviews include:
- a. Review requirements for offices, crew spaces, meeting rooms, training rooms, shops, material storage, and other functions to be on-site.
  - b. Review vendor contracted activities and requirements.
  - c. Review vehicle interior and exterior cleaning requirements, if any on-site.
  - d. Review existing preventive maintenance program.
  - e. Review existing inventory control policies, procedures, and techniques to determine parts storage requirements. This will include a review of various storage systems available for parts storage.
  - f. Review facility maintenance requirements that may affect material selection, plumbing, electrical, heating, ventilation, and air conditioning.
  - g. Review site and building security requirements.
- Task 3.1.4 Review relationships between functional areas.
- Task 3.1.5 Review fleet and equipment size, mix, and projected growth.

#### **Task 3.2 Review of Similar Facilities (PB, Heery)**

- Task 3.2.1 Coordinate a two-day field trip with the City staff to visit similar facilities and identify characteristics to be included in the new facility. These visits will help establish a common frame of reference for the City and the Team. Possibilities include:
- Chapel Hill, NC – Town Operations Center
  - Virginia Beach, VA –School Plant Maintenance Facility
  - Eugene, OR – Eugene Electric and Water Board Operation Center

**Task 3.3 Space Program (PB, Heery)**

- Task 3.3.1 Based on the interviews conducted during Task 3.1.3, and comparison with the City's existing Space Planning Standards (Stacey Poston) a detailed space program will be developed which will:
- a. Identify functional areas to be located at the facility.
  - b. Identify space (square foot) requirements for all administrative, maintenance and operations functions in the project including, offices mechanic areas, crew areas, shops, parts storage, warehousing, mechanical and electrical support space.
  - c. Identify parking requirements for City, employee, visitor and delivery vehicles.

**Task 3.4 Draft Criteria Document (Heery, PB, EDI)**

- Task 3.4.1 Prepare Draft Criteria Document to include space program and criteria resulting from programming interviews and on-site observations. The Criteria Document will include information on staffing levels, current and projected operations, and a narrative of daily operations, site requirements, and specific requirements for each functional area. The Criteria Document will also identify preliminary functional requirements for building systems including architectural, structural, mechanical, electrical, and plumbing such as:
- a. Clearance requirements (doors, aisle widths, overhead) throughout the project.
  - b. Floor, wall, and ceiling finishes.
  - c. Functional areas and equipment items within each area to be included on an emergency power system.
  - d. Lighting levels and type of lighting for all exterior areas and each functional area.
  - e. Lubrication and compressed air system requirements.
  - f. Ventilation requirements for each functional area including offices, maintenance shops, and storage areas.
  - g. Drainage requirements for floor wash down, waste fluids, and spill containment.
  - h. Minimum design temperatures for heating and cooling for each functional area.

- Task 3.4.2 Establish functional area relationships both between areas and between workstations within areas. Primary considerations to be industrial work flow, supervision, and safety. Diagrams showing these relationships will be included in the Criteria Document.

- Task 3.4.3 Identify major maintenance equipment items to be located in each functional area.
- Task 3.4.4 Assemble data on vehicles to be maintained and/or domiciled at the Mist Lake site.
- Task 3.4.5 Prepare detailed layouts of each shop, office, storage facility including required plumbing, electrical, etc.
- Task 3.4.6 Submit draft Criteria Document for the City's review and approval. The document will be finalized and presented in the Final Report.

**Task 3.5 Shop Equipment (PB)**

- Task 3.5.1 Develop Preliminary Shop Equipment List based on the draft Criteria Document. Equipment shall be listed by functional area and include a description, new or existing, price, and quantity for each equipment item. The Preliminary Equipment List will be reviewed with the City at the Master Planning workshop in Task 4.

**Task 3.6 Preliminary Project Cost Model/Schedule (Heery)**

- Task 3.6.1 Based on the space program and criteria document, develop a preliminary project cost model using a building component format that establishes budget dollar amounts for each building component category.
- Task 3.6.2 Review the cost estimate with the City and adjust the space program as necessary to meet the budget established by the City
- Task 3.6.3 Develop a preliminary critical path schedule for implementing the Master Plan.

**Task 3 Consultant Deliverables**

- D 3.1.1 Draft Criteria Document
- D 3.1.2 Preliminary Shop Equipment List
- D 3.1.3 Preliminary Project Cost Model

**Task 3 Items to be provided by the City of Durham**

- C 3.1.1 List of City staff that are to receive and respond to the programming questionnaire.
- C 3.1.2 Respond to the questionnaire within 3 weeks of its delivery.
- C 3.1.3 City of Durham Space Planning Standards
- C 3.1.4 Actively participate in Workshop #1 interviews at dates and times to be coordinated with the City's Project Manager.
- C 3.1.5 Review and comments of draft deliverables within 3 weeks of their submission.

**Task 3 Assumptions**

- A 3.1.1 Seven (7) hard copies and one .pdf of each deliverable will be submitted.
- A 3.1.2 The following meetings are included in the scope of the work; additional meetings will be treated as additional services:

Tour similar facilities	2 days/3 team members
Workshop #1	5 days/5 team members
Deliverable Review Meeting	1 meeting/2 team members
Cost Model Review	1 meeting/1 team member

## **Task 4: Master Planning**

### **Task 4.1 Master Plan Workshop (Heery, PB)**

- Task 4.1.1 Identify 4 potential alternatives to meet the requirements established in Tasks 2 and 3.
- Task 4.1.2 Workshop #2 (Master Planning). Conduct a four to five day on-site Master Planning workshop, working directly with the City to develop alternatives for site configuration and general building layout. During this on-site process, alternatives will be reviewed by the user staff. The Team will work closely with the City's Project Manager to schedule reviews based on availability of appropriate City staff. It is anticipated that the Team will work most closely with department leaders with input from their Management needed on a more limited basis. Based on review comments, selected alternatives will be refined and presented for review. A final review meeting will result in the Master Plan selected for further development.
- Task 4.1.3 Site layouts will be developed with emphasis on:
- a. Circulation patterns for vehicles, equipment, materials and personnel that will provide the most efficient, cost effective, and safest maintenance operation.
  - b. Ingress and egress routes that maximize safety and security and minimize vehicular and pedestrian conflict on and off the site
  - c. Site area relationships including mechanic and crew facilities, vehicle wash and maintenance facilities, vehicle parking, bad order (or down vehicle) parking, employee and visitor parking, and shipping and receiving.
- Task 4.1.4 Facility layouts will emphasize:
- a. Circulation patterns for vehicles (City, Staff, Vendor, Citizen), equipment, materials and personnel and their relation to site circulation patterns.
  - b. Functional area relationships both between the various areas and between workstations within each area including administrative staff, filing, meeting and training spaces, etc.
  - c. Efficient industrial workflow, supervision, and safety

### **Task 4.2 Update Preliminary Project Cost Model/Schedule (Heery, PB)**

- Task 4.2.1 Based on the selected Master Plan, the preliminary project cost model will be updated
- Task 4.2.2 Based on the selected Master Plan, the preliminary project schedule will be updated
- Task 4.2.3 Submit the cost model & schedule for the City's review and comment

### **Task 4.3 Update Shop Equipment (PB, Heery)**

Task 4.3.1 Update the Preliminary Shop Equipment List based on the Master Plan.

Task 4.3.2 Update the cost model for shop equipment

**Task 4.4 Preliminary Construction Workaround Plan (Heery, PB)**

Task 4.4.1 Existing operations at the project site must continue throughout construction. Therefore, the Team will develop a preliminary Workaround Plan for the selected Master Plan to show how the facility could remain operational during each stage of construction. The Workaround Plan will include drawings (site and/or facility) and a narrative description to be reviewed by the client and subsequently updated as the design progresses. Critical areas for workaround planning are:

- a. Site Access: Address the requirements for unobstructed access twenty four hours a day for City vehicles, delivery trucks, and employees. Access should be completely separate from the contractor's site entrance
- b. Contractor Lay Down Area: Identify a portion of the site that can be used by the contractor as a marshaling area for personnel, equipment, and supplies. Adequate space may not be available on site and the contractor may be forced to obtain space off-site
- c. Site Traffic and Parking: Minimize conflict between contractor and City personnel by delineating pathways
- d. Building Access: Identify areas of buildings and times available to contractor
- e. Discipline Integration: Coordinate civil, structural, architectural, mechanical, electrical and plumbing design elements so that all systems are available in areas which are to be kept operation in each phase.

**Task 4 Consultant Deliverables**

D 4.1.1 Alternative Site and Facility Concepts

D 4.1.2 Master Plan Drawings

D 4.1.3 Updated Preliminary Project Cost Model

D 4.1.4 Updated Preliminary Shop Equipment List and Cost Model

D 4.1.5 Preliminary Workaround Plan

**Task 4 Items to be provided by the City of Durham**

C 4.1.1 Actively participate in Workshop #2 (Master Planning) at dates and times to be coordinated with the City's Project Manager.

C 4.1.2 Provide furnished work space at the Mist Lake Facility for the Team to use throughout the Workshop Week.

**Task 4**

**Assumptions**

A 4.1.1 Seven (7) hard copies and one .pdf of each deliverable will be submitted.

A 4.1.2 The following meetings are included in the scope of the work; additional meetings will be treated as additional services:

Workshop #2 5 days/5 team members

Deliverable Review Meeting 1 meeting/2 team members

**Task 5: Final Reporting**

**Task 5.1 Facility Master Plan (Heery, PB)**

- Task 5.1.1 Prepare a draft Facility Master Plan Report that documents the findings and recommendations.
- Task 5.1.2 Submit the draft Final Report for City review and comment.
- Task 5.1.3 Review comments on the draft report and meet with the City staff to discuss comments as necessary.
- Task 5.1.4 Finalize the Master Plan Report addressing the comments received from the review of the draft report
- Task 5.1.5 Submit the Master Plan Report for approval.

**Task 5 Consultant Deliverables**

- D 5.1.1 Draft Facility Master Plan Report
- D 5.1.2 Final Facility Master Plan Report

**Task 5 Items to be provided by the City of Durham**

- C 5.1.1 Review and comments of draft deliverables within 3 weeks of their submission.

**Task 5 Assumptions**

- A 5.1.1 Seven (7) hard copies and one .pdf of each deliverable will be submitted.
- A 5.1.2 The following meetings are included in the scope of the work; additional meetings will be treated as additional services:
  - Review Draft Meeting 1 meeting/2 team members
  - Final Review Meeting 1 meeting/4 team members

**Task 6: Additional Services Allowances**

**Task 6.1 Geotechnical Investigation (Heery/TBD)**

Task 6.1.1 If authorized by City, Heery prepares location for soil borings and requests proposals from consultants on a time and materials basis.

Task 6.1.2 If authorized by the City, Consultant investigates and provides report on a time and materials basis.

**Task 6.2 Topographic Surveys (Turner)**

Task 6.2.1 If authorized by the City, Turner prepares survey showing boundaries, structures, topography, water features (lakes, ponds, streams), flood plain, utilities (overhead and underground), easements, right-of-ways, roadways, drives, and paved areas on a time and materials basis of Parcel 2 and Parcel 3 identified on the Mist Lake survey provided by the City.

Task 6.2.2 If authorized by the City, Turner prepares topographic survey showing boundaries, structures, topography, water features (lakes, ponds, streams), flood plain, utilities (overhead and underground), easements, right-of-ways, roadways, drives, and paved areas on a time and materials basis of offsite parcels identified for possible expansion of the Mist Lake facility.

**Task 6.3 Miscellaneous Services (TBD)**

Task 6.3.1 If authorized by the City, Team undertakes miscellaneous additional services on a time and materials basis

**Task 6 Consultant Deliverables**

D 6.1.1 Soils Report

D 6.2.1 Site Survey(s)

**Task 6 Items to be provided by the City of Durham**

C 6.1.1 Review of proposals and authorization to proceed with Additional Services within the time frame noted on the proposal.

**Task 6 Assumptions**

A 6.1.1 The scope and fee includes Additional Services as allowances as noted. No services will be rendered for Additional Services without the written approval of the City. If the cost of the Additional Services exceeds the available allowance, the City will issue an additive change order increasing the contract amount. The City will issue a deductive change order decreasing the contract amount reflective of any unused allowances at the conclusion of the project.

**Attachment A**  
(to Exhibit A)

**Data /Information Request List**

- A-1 Any previously completed site surveys of the Mist Lake site.
- A-2 Any previously completed design or construction documents of the existing facilities.
- A-3 Any previously completed studies for the Mist Lake or WSM facilities.
- A-4 Any previously completed geotechnical testing reports for the Mist Lake site.
- A-5 Any previously completed hazardous materials reports for the Mist Lake facilities.
- A-6 Current operations plans.
- A-7 Current and projected staffing plans and labor agreement(s).
- A-8 List of current and projected vehicles and equipment (including current location).
- A-9 Departmental personnel directory and organizational chart.

City of Durham  
**Mist Lake Master Plan Study**

**Preliminary Schedule**

	<b>Task Duration</b> (Calendar Days)	<b>Overall Duration</b> (Calendar Days)
<b>Council Approval</b>	1	
<b>Notice to Proceed</b>	2	
<b>Task 1</b>		
Task 1.1.1/1.2.5 Kickoff & Tour DMW & WSM	1	NTP+ 1 day
Task 1.2.1/1.2.4/1.2.7/1.2.8/1.2.9 Document Gathering & Review	7	NTP+ 8 days
Task 1.2.6 Field Measurement	7	NTP+ 15 days
<b>Task 2</b>		
Task 2.1.1-2.1.11 Condition Assessment, Inventory, Prepare Draft Report	14	NTP+ 29 days
Task C 2.1.1 City Review of Task 2 Draft Deliverables	21	NTP+ 50 days
Task 2.1.12 Revise Draft based on City's Comments	7	NTP+ 57 days
<b>Task 3</b>		
Task 3.1.1/3.1.2 Develop Questionnaire & Identify Staff to be Interviewed	7	NTP+ 64 days
Task 3.1.3 Workshop 1	7	NTP+ 71 days
Task 3.1.4/3.1.5/3.3.1 Develop Space Program	7	NTP+ 78 days
Task 3.2.1 Field Trip - Visit Similar Facilities	2	
Task 3.4/3.5/3.6 Prepare Draft Criteria Document	14	NTP+ 92 days
Task C 3.1.5 City Review of Task 3 Draft Deliverables	21	NTP+ 113 days
<b>Task 4</b>		
Task 4.1.1 Identify 4 Alternatives, Prepare for Workshop	7	NTP+ 120 days
Task 4.1.2 Workshop 2 Master Planning	7	NTP+ 127 days
Task 4.2/4.3/4.4 Update Cost Model, Schedule, Develop Workaround Plan	7	NTP+ 134 days
<b>Task 5</b>		
Task 5.1.1 Prepare Draft Master Plan Report	14	NTP+ 148 days
Task C 5.1.1 City Review of Task 5 Deliverables	21	NTP+ 169 days
Task 5.1.2 Revise and Publish Master Plan Report	14	NTP+ 183 days

Task 6 (which represents additional services) is not included in the schedule. Each additional service will be approved by the City prior to its commencement. That approval will include any schedule modifications that the additional services may generate.



City of Durham  
**Mist Lake Master Plan Study**

**Fee Proposal**

<b>Task</b>	<b>Description</b>	<b>Proposed Fee</b>	
<b>Task 1</b>	<b>Data/Information Gathering &amp; Review</b>	\$	<b>57,129.08</b>
1.1	Management Meetings & Coordination	\$	41,022.87
1.2	Data/Information Gathering & Review	\$	16,106.20
<b>Task 2</b>	<b>Existing Site &amp; Facility Condition Review</b>	\$	<b>46,486.84</b>
2.1	Facilities and Operations	\$	46,486.84
<b>Task 3</b>	<b>Space Needs Assessment</b>	\$	<b>99,948.55</b>
3.1	Operational Requirements/Workshop 1	\$	40,646.97
3.2	Review of Similar Facilities	\$	11,285.15
3.3	Space Program	\$	6,547.26
3.4	Draft Criteria Document	\$	23,268.30
3.5	Shop Equipment	\$	4,466.25
3.6	Preliminary Cost Model/Schedule	\$	13,734.63
<b>Task 4</b>	<b>Master Planning</b>	\$	<b>76,224.17</b>
4.1	Master Plan/Workshop 2	\$	69,195.79
4.2	Update Preliminary Cost Model/Schedule	\$	1,975.01
4.3	Update Shop Equipment	\$	936.36
4.4	Workaround Plan	\$	4,117.01
<b>Task 5</b>	<b>Final Reporting</b>	\$	<b>25,534.89</b>
5.1	Master Plan Report	\$	25,534.89
<b>Task 6</b>	<b>Additional Services Allowance</b>	\$	<b>51,500.00</b>
<b>Fee Total</b>		\$	<b>356,823.52</b>

**Subcontracting Amounts**

Parsons Brinckerhoff	\$	152,159.62	42.64%
EDI - WBE	\$	17,480.00	4.26%
Gardner & McDaniel - SLBE	\$	7,820.00	1.91%
Additional Service - Turner Surveying - WBE	\$	14,000.00	3.41%
Additional Services - Geotechnical -Consultant TBD		TBD	TBD