



Walker Parking Consultants
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June 19, 2017

Paula Vandehey
Department of Public Works
City of Appleton
100 North Appleton Street
Appleton, WI 549121

Re: *Bluff Site Proposal*
Parking Structure Concept Design Services
Appleton, Wisconsin

Dear Ms. Vandehey:

We are delighted to have the opportunity to provide this proposal for the potential Bluff Site project in Appleton, Wisconsin. This proposal outlines our project understanding, the scope of services we plan to provide as well as the fees for the conceptual parking design services for the potential project. Walker Parking Consultants in partnership with Hoffman Planning, Design & Construction will provide the outlined services directly to the City of Appleton and work with your professional team to provide support to meet the City of Appleton's parking study goals.

PROJECT UNDERSTANDING

Our understanding of the overall project is a potential office building constructed over a parking ramp. The complex will integrate with the City of Appleton's downtown redevelopment goals. The initial phase of the work is a "fit study" intended to determine how much parking can be developed on the site with property lines, setback, and geotechnical constraints. There may be several options to consider as the site is "right sized" for potential parking and the office building. The project site is located between Lawrence Street, Oneida Street, Water Street, and Morrison Street.

We assume that Walker will be the prime consultant and contract directly with the City. Hoffman will be responsible for project management, architectural design, and project coordination of the design team. Hoffman will contract with and work directly for Walker in this initial phase of the project. The parking ramp goal is 1,000 parking spaces.

Following are assumptions made in preparing this proposal:

1. Walker will be the prime consultant and contract directly with the City
2. Hoffman's contract will be with Walker
3. The City will provide any available geotechnical, zoning, setback, topographical, and survey information
4. Provisions for office on top of the parking ramp

5. Cast-in-place post-tensioned construction is assumed.

SCOPE OF SERVICES

Walker and Hoffman will provide conceptual design and estimating services identified below for the proposed project.

- Review scope of the project and the site with the design team, and determine project requirements including budget and milestone schedule dates
- Develop conceptual parking options to serve as basis for Schematic Design and following phases of the project
- Attend one public project presentation meeting and one design team meeting
- Coordinate with the entire team, local jurisdictions, other design consultants and others as needed to complete the work
- Provide a Conceptual Design deliverable
- Prepare conceptual estimates for up to 2 conceptual design options and one final estimate for chosen option
- Prepare a development schedule for design, bidding and construction of the parking ramp

I. DELIVERABLES

- A. Conceptual layout of site plan
- B. Conceptual layout of parking structure
- C. Conceptual budget for parking structure development

PROFESSIONAL COMPENSATION

We propose to provide the services on a Not-to-Exceed basis per standard hourly rates including expenses based on the scope above to a maximum of \$36,900 plus reimbursable expenses of \$1,500 for a total cost of **\$38,400**. This includes all labor, travel and reimbursables.

Our expenses will be in accordance invoiced at cost. We have included two (2) trips within our fee. Reimbursable expenses shall be 1.0 times the actual cost of the following: transportation and subsistence of principals and employees when traveling, telephone charges and limited printing in connection with the work.

Authorized additional services shall be based on our standard hourly rate schedule.

SCHEDULE

Our team's work will commence immediately upon the execution of a city-issued contract. The completion of our work will be expedited as quickly as possible.

If you have any questions, please feel free to contact me at 612-281-3020 or by e-mail at Terry.Hakkola@walkerparking.com. We look forward to working with you and the entire group



as your partner to move this project forward!

Sincerely,

WALKER PARKING CONSULTANTS

A handwritten signature in blue ink, appearing to read "Terrence A. Hakkola", is written over the printed name.

Terrence A. Hakkola, P.E.
Vice President

Enclosures: *General Conditions of Agreement for Design Services*
Standard Billing Rates

AUTHORIZATION

Trusting that this meets with your approval, we ask that you sign in the space below to acknowledge your acceptance of the terms contained herein, and to confirm your authorization for us to proceed. Please return one signed original of this agreement for our records with a city-issued contract.

CITY OF APPLETON

Accepted by (Signature): _____

Printed Name: _____

Title: _____

Date: _____

SERVICES

Walker Parking Consultants ("WALKER") will provide the CLIENT ("CITY OF APPLETON") professional services that are limited to the work described in the attached letter ("the services"). Any additional services requested will be provided at our standard hourly rates or for a mutually agreed lump sum fee. The services are provided solely in accordance with written information and documents supplied by the CLIENT, and are limited to and furnished solely for the specific use disclosed to us in writing by the CLIENT. No third-party beneficiary is contemplated. All documents prepared or provided by WALKER are its instruments of service, and any use for modifications or extensions of this work, for new projects, or for completion of this project by others without WALKER's specific written consent will be at CLIENT's sole risk.

PAYMENT FOR SERVICES

Reimbursable expenses will be billed at 1.0 times the cost of travel and living expenses. Payment is due upon receipt of invoice. If for any reason the CLIENT does not pay WALKER within One hundred and twenty (120) days of date of invoice, WALKER may, at its option, suspend or withhold services.

STANDARD OF CARE

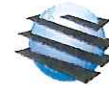
WALKER will perform the services in accordance with generally accepted standards of the profession using applicable building codes in effect at time of execution of this Agreement. WALKER's liability caused by its acts, errors or omissions shall be limited to \$1,000,000.

PERIOD OF SERVICE

In the event that no contract administration phase services are to be provided by WALKER, services shall be complete the earlier of (1) the date when final documents are accepted by the CLIENT or (2) thirty days after final documents are delivered to the CLIENT. If contract administration phase services are provided by WALKER, services shall be complete upon the receipt of record drawings from Walker and all outstanding parking issues have been resolved.

STANDARD BILLING RATES

BASIC SERVICES



WALKER
PARKING CONSULTANTS

PRINCIPALS

Principal \$245.00

PROJECT MANAGEMENT

Senior Project Manager \$235.00

Project Manager \$200.00

PARKING CONSULTANTS

Parking Consultant \$200.00

RESTORATION CONSULTANTS

Restoration Consultant \$200.00

DESIGN

Senior Engineer / Senior Architect \$195.00

Engineer / Architect \$170.00

Designer \$160.00

TECHNICAL

Senior Technician \$145.00

Technician \$130.00

SUPPORT

Business Manager \$ 105.00