



Rinker Design Associates, P.C.

*Land Development * Surveying * Land Planning
Transportation * Environmental * Right of Way*

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February 23, 2015

Dennis Johnson, P.E.
Director of Public Works – Town of Vienna
127 Center Street (S)
Vienna, VA, 22180

RE: Proposal for Professional Services
Survey & Design Engineering Services:
Intersection Improvements – Park Street SE at Locust Street SE – Install Round-About and
Pedestrian Improvements

Dear Mr. Johnson:

Please find attached our fee proposal for professional engineering design and surveying services for the completion of plans for the proposed intersection and pedestrian improvements for the following:

- Park Street SE at Locust Street SE – The scope of the project is to take the Town's Conceptual level design (prepared by others) to provide a for Round-About configuration for the intersection to a construction level design.
 - The plan will also provide for pedestrian and minor drainage adjustments to accommodate the switch from a 4-leg conventional intersection to a Round-About design.

The plans will be prepared in accordance with the Town's requirements and the RFP 12-01 On-Call Engineering Services (RFP), whichever may apply.

1.0 Scope of Services:

The scope of services, based on information provided by the Town, will consist of the following:

1. RDA will obtain additional topographic and property survey within the project's scope adequate to provide construction level plans of the intersection improvements identified. Survey is anticipated to be necessary to encompass just beyond the project limits to ensure proper transition are provide for the Round-About design. As requested by the Town of Vienna, the following will also be applicable:
 - a. RDA will provide utility designations and conduct underground utility designation research. RDA may utilize a sub-consultant to conduct the utility designation. (Note: No test-pits are proposed. Any test pits that may be required will be billed at cost with prior authorization, additional P/O from the Town.)
 - b. RDA will conduct boundary research for property lines and show with topographic survey.

2. The project's design improvements will generally follow the design intent as follows:
 - a. Improve the intersection to provide for a Round-About design.
 - b. Curb ramps will be provided within the project limits to meet the latest ADA requirements as needed/directed by the Town.
 - c. The plans will also show the potential locations for tree plantings of the Town's choice to be installed in the utility strip (or behind sidewalk) if warranted/desired; however a formal landscaping plan will not be provided within the project's plan set.
 - d. Provide for a pavement marking and signage plan.
 - e. RDA will prepare a TMP/SOC (MOT) plan and sequence of construction plan.
 - i. A work-zone traffic analysis study is not part of the scope
3. No major adjustments to roadway grade/cross-slope are assumed to be necessary for the scoped intersection improvements.
 - a. Cross-sections will be provided.
4. RDA will provide for drainage improvements within the project limits to address drainage concerns that maybe present. Given cost is a limiting factor, all drainage improvements are subject to actual construction funding and RDA will work with Town to provide as much as possible.
 - a. No BMP or SWM facilities of any-kind will be added with this project. RDA will provide the calculations and drainage computation necessary to enable the Town to purchase nutrient credits as appropriate to address water quality requirements.
 - b. RDA will review water quantity requirements. For the scope of this project no man-hours have been assumed to design any downstream improvements/design(s) to address any potential substandard conditions. If the Town requires downstream improvements be made, additional man-hours will be required.
5. RDA assumes that a **FULL** roadway construction plan package will be required for this project's plan assembly, and will generally follow VDOT's "minimum level" construction plan assembly to enable a wide range of contractors to understand the plans for bidding, particularly for TMP/SOC.
6. RDA will prepare quantities/estimate for final construction package and project's bid-package. Additionally RDA will prepare a scope of work for the bid-package and assist the Town with any follow up questions from the bid-package.
7. It is assume for this project that the Town will handle all, if any utility coordination. No man-hours have been allocated for utility coordination as part of this project.
8. RDA will provide for Construction Support to assist the Town's construction manager during construction as needed on an hourly basis. At this time forty (40) man-hours are allocated. If additional man-hours are needed, RDA will request a change order.

RDA assumes the Town of Vienna will send out survey notification letters to properties within the Project's limits prior to RDA survey crews surveying properties.

In the event plats are required, RDA advises that any plats will cost \$2,100.00 per property, per plat for this project. RDA will only proceed with plats when provided with an additional approved P/O received from the Town.



2.0 Excluded Project Services:

The following represents a list of services/items that were not priced as part of this scope of work, and at this time it is not anticipated they will be needed as part of this task. RDA is committed to providing a wide range of services, and if the Town needs additional services including those excluded (provided they are among RDA's services), we will gladly submit a contract modification for any additions at the Town's request.

- Utility Test-Pits and Utility relocation plans (Public and Private)
 - RDA advises the Town if test-pits are required, it will be \$850.00 per test pit and an additional \$75.00 per vertical foot after six feet for the test-pit. If test-pits are required RDA shall submit a contract addendum for approval prior to the work to be completed.
- Shop Drawings or As-built drawings
- Construction Services or Support Services
 - Preparation of complete Construction Bid Documents/Package
 - Construction management and inspection
 - Review/Approve Contractor's Request for Change Orders
- Right of Way Acquisition Services
- Any Traffic Engineering studies, traffic counts, signal plans
- Design Waiver/Exception Request(s)
- Any Construction or Utility Stakeout
- Any Title Reports
- Any stormwater management Design/BMP Design
- Fees/Purchase of Nutrient Credits
- Environmental Assessment/Review, Mitigation and any related permits, including VSMP permits.

4.0 Deliverables and Work Schedule:

Schedule:

Upon notice to proceed, RDA will complete the survey and design for this project within four (4) months or less. RDA is committed to attempting to meet any additional reasonable deadline the Town requires for this project.

Deliverables:

RDA will obtain written (emailed) approval, or receipt of previous stage comments from the Town before proceeding next plan level stage.

- Final Plans/Construction Plan (100%) – RDA will provide plans that will provide all the additional construction details and quantities.
 - If significant changes (including any drainage design changes) are requested for this plan submission, RDA shall be permitted, based on man-hours to make adjustments request additional man-hours/funds to make the changes.

Note: No mylar prints are assumed to be required as part of this project.



5.0 Task Order Fee Summary

The estimated Total Project Fee is **\$47,598** of which is \$41,909 is to be administered LUMP-SUM and \$5,689 is to be administered as an amount NOT TO EXCEED for the construction support task for this project.

Please see **Attachment 1 & 2** for a breakdown of the Task Order Fee Summary.

RDA is looking forward to the opportunity to provide these professional engineering services for the Town of Vienna. Should you have any questions, please do not hesitate to contact me at 703-368-7373, or e-mail me at mkim@rdacivil.com.

Sincerely,



Mo Kim, P.E.
Principal/Vice President of Operations



Attachment 1

**Rinker Design Associates, P.C.
Town of Vienna
Park St. SE at Locus St. SE - Intersection Improvement**

Fee Proposal

Survey Task Total (Lump Sum):	\$15,541
Engineering Design Task Total (Lump-Sum):	\$25,870
Construction Support (NTE)	\$5,689
Total Direct Costs (LUMP-SUM)	<u>\$498</u>
Total Project Fee	\$47,598
Total Project Fee	\$47,598



Rinker Design Associates, P.C.**Town of Vienna****Park St. SE at Locus St. SE - Intersection Improvement****Fee Estimate**

Element of Work	MAN-HOURS									
	Rate /Hr	Lump Sum	Project Manager \$155.12	Senior Engineer \$129.33	Project Engineer \$99.04	Engineer Technician \$80.62	Land Surveyor \$142.65	Survey Technician \$87.55	2 Man Field Crew \$152.53	Hours / Fee Estimate
SURVEY, DESIGN & CONST. SUPPORT										
100 - FIELD SURVEY AND BASE MAPPING										
Land Records Research							2	4		6
Boundary Survey							2	10	10	22
GPS Control							2	4	4	10
Topographic Survey							2	12	36	50
Check Survey Data for Completeness							2	8		10
101 -UTILITY DESIGNATION										
Utility Designation		\$1,305					2	4	8	14
Hours							12	42	58	112
Subtotal (LUMP-SUM)		\$1,305					\$1,712	\$3,677	\$8,847	\$15,541
200 - DESIGN SERVICES										
Title Sheet & Typical Sections/Plan Details			2	4	8	8				22
Plan and Profile (Roundabout Details Etc.)			2	12	21	21				56
E/S Control Measures			2	2	4	4				12
Drainage Design			2	6	10	12				30
Storm Profiles			2	4	8	8				22
Drainage Area and Plan Research				4	6	6				16
Cross-Sections			4	4	8	8				24
TMP/SOC, Sigange/Pavement Markings			4	6	12	10				32
Quantities and Scope/Bid Assistance			4	8	12	12				36
Hours			22	50	89	89				250
Subtotal (LUMP-SUM)			\$3,413	\$6,467	\$8,815	\$7,175				\$25,870
301- CONSTRUCTION SUPPORT			20	20						40
Hours (NOT TO EXCEED)			20	20						40
Subtotal (NOT TO EXCEED AMOUNT)			\$3,102	\$2,587						\$5,689
PROJECT TOTAL										\$47,100



Rinker Design Associates, P.C.
Town of Vienna
Park St. SE at Locus St. SE - Intersection Improvement

Direct Cost Summary

1) Meetings/Travel

a. Project Site				
2 trips @	36 miles r/t x \$0.55 per mi	=	\$39.60	
		=		
b. Client/Public Meetings				
2 trips @	36 miles r/t x \$0.55 per mi	=	\$39.60	

Subtotal \$79

2) Presentation Materials (For deliverables only, to be billed at cost)

a. Xerochrome Color Copies (8 1/2" x 11")				
x	\$1.50 per copy	=	\$0.00	
b. Graphic Foam Core Displays (4.0' x 8.0')				
number @	\$400.00 per display	=	\$0.00	

Subtotal \$0

3) Engineering Products (For deliverables only, to be billed at cost)

a. Engineering Mylar (24" x 36")				
0 x	\$10.00 each	=	\$0.00	
b. Engineering Paper Print (11" x 17")				
25 x	\$1.00	=	\$25.00	
c. Engineering Paper Print (24" x 36" for submissions)				
125 x	\$1.75	=	\$218.75	

Subtotal \$244

4) Other Miscellaneous Costs (For deliverables only, to be billed at cost)

a. Reports & Site Plan research for Design	=	\$125.00	
a. Long Distance Telephone	=	\$0.00	
b. Postage	=	\$0.00	
c. Plan/Exhibit Delivery	=	\$50.00	

Subtotal \$175

TOTAL DIRECT COSTS	\$498
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