



Mr. Ken Elwert, CPRE
Parks and Natural Resources Director
City of Rochester Hills
1000 Rochester Hills Drive
Rochester Hills, MI 48309

May 10, 2023

Re: REQUEST FOR FEE PROPOSAL
Conceptual Plans - Parks
345 John R Road
Rochester Hills, MI 48307

Dear Mr. Elwert,

We at Niagara Murano (NM) would like to thank you for the opportunity to offer our services for the proposed Park Masterplan Projects focused on (1) Bloomer Regional Park, (2) Brooklands Splash Pad Grass (New) Park, (3) Nowicki Park and (4) Spencer Park, all located in Rochester Hills, Michigan. This request for services corresponds to our recent conversations and emails discussing the need to create some design concepts for the parks and include upgrading the amenities for the public. Niagara Murano has reviewed the park documents and is delighted to offer our proposal to work together on these exciting and unique parks with unlimited potential. As part of our team, we have included Spaulding DeDecker Engineers (SDA) from Rochester Hills to support the civil, utility, estimating and traffic flow analysis.

PROJECT UNDERSTANDING

Bloomer Regional Park is 100 years old and has over 200 acres that serve a number of local residents and visitors from outside of the City. The dirt trail system connects to the Clinton River and to the Yates Dam and Yates Park on the north side of the park.

Bloomer Park is budgeted for major upgrades to the stone shelter and restrooms and parking lots in the next few years to improve the amenities and future growth of the park. Possible amenities from public input and staff will require a careful look as to what will work best for the community and create the desired improvements.

Brooklands Splash Pad Grass (New) is a 5-acre area adjacent to the Brooklands Splash Pad on Auburn Road. This new area has a great deal of potential and the City of Rochester Hills is open to creative ideas. The east wall of the pizza place facing this area can perhaps have a mural painted on the wall to capture a theme for the area.

Nowicki Park is a 30-acre park adjacent to neighborhoods bounded by Adams and Tienken Roads. This park is mainly used for walking dogs and has been viewed as, perhaps supporting sports fields. Proposed upgrades such as making the park a playground, dog park, community garden, walking trails or keep it as natural grasses. A possibility exists that the cricket field at Bloomer Park could be moved to Nowicki Park and some toilet rooms could be added to support this function.

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Spencer Park is a 100-acre park that changes character with the four (4) seasons and has approximately 140,000 visits a year. The park has a lifeguard beach that is in use during the warmest days of the summer and has a limited capacity when visitors from other communities attend to take advantage of the park. During the off-season, the park visits drop off substantially and the park is mainly used by local residents. The usage during the fall, winter and spring includes dog walkers, runners, soccer games and playground visits

Spencer Park is budgeted for proposed upgrades such as revitalizing the beach front to include a floating obstacle course, large splash pad and expanded restrooms to accommodate the visitors to the park. A possibility exists that would enclose the park with a fence so that a waterpark concept could be incorporated into the master plan. The park staff could charge the visitors a fee to enter the waterpark.

Other improvements include replacing the entire parking lot, building more walking paths and creating a paved walk around the 40-acre lake. The tennis courts will also be examined for replacement in the next few years.

ALL PARKS

The Rochester Hills Department of Parks and Natural Resources desires to re-evaluate activities and uses within Bloomer Regional Park and Spencer Park (existing parks) and two undeveloped parks such as Nowicki Park and the Brooklands Splash Pad Grass Park. The intention is to provide conceptual plans for these parks based on public community desires from the recently conducted Parks Master Plan and narrow down the options for each specific park after significant public input and review of the desired activities and amenities in each park.

We have reviewed the general master-planning requirements, and the Niagara Murano Team will clarify the future design objectives for Rochester Hills and provide cost models to support the master-planning effort.

The process to obtain public input for each specific park, including solicitation of input from adjacent neighborhoods will be carefully planned and executed by the Niagara Murano Team. Two (2) public meetings will be held for each park site to best capture approval of the direction of the master planning effort.

Community Meeting 1: Will be an introduction of the NM Team and a “Listening Session” in which community ideas are gathered and data is documented for future reference.

Community Meeting 2: The Niagara Murano Consultant Team will prepare concepts and present them at the Community Meeting. The meeting will focus on presenting preliminary site analysis and present design concepts to gain community feedback and support regarding the proposed conceptual design development options. The scope will include the preparation of drawings, sketches, survey material and presentational materials to convey ideas to the community.

Coordination between the key stakeholders will take place prior to any material presented to the community. The following key stakeholders will be included: The Mayor’s Office, City Council Representatives, Planning Commission Representatives, Park Rangers, Facilities Department, Planning Department and DPS.

The master-planning effort will review the following:

1. Overall Park Plan Concepts.
2. Base plans with aerial, GIS parcel data & contours.
3. Trail System and connections.
4. Park Attraction for other Organizations.
5. Shelters and Rentals for events.
6. New locations for other sporting activities.
7. Location for a new Amphitheatre.
8. Other unique attractions and draws.
9. Parking lots and shelters.
10. New Washrooms and Amenities.
11. Waterpark attractions.
12. Cost Estimates (2) per site.
13. Parking calculations & traffic flow.
14. Building code calculations.

ALL PARKS - SCOPE OF WORK

Department of Parks & Natural Resources

Task 1-Kick off Meeting:

Due Diligence - Identify Key Elements and Design Criteria

Review the current (Existing) and New Parks with key Rochester Hills Stakeholders, the current Master Plan, supporting documentation, proposed ideas, and themes, and discuss deliverables.

Discuss schedule and appropriated funds and budgets with City and sharing information that will inform design ideas and set direction of the Niagara Murano Team.

1. Prepare a Topographic survey of the area.
2. Obtain available utilities below grade.
3. Review parking lots and current site amenities.
4. Discuss ideas and drawings illustrating key design concepts/opportunities with CORH team.
5. Discuss ballpark budgets associated with design concepts.
6. Discuss generalized park functions/opportunities and provide graphic conversation starters for the community meeting.
7. Community Meeting No. 1. *Listening Session*

Task 2-Review Meeting:

Review Design Criteria

Review the Master Planning effort and its overall direction with key Rochester Hills Stakeholders. Lead/Present and explore creative ideas, features, and precedents, that can be further refined, and revised focusing on the creative process, responsible stewardship of the lands, and economic feasibility. Create a Master Plan, supporting documentation, proposed ideas, and themes, and discuss deliverables.

1. Prepare up to 3 key design concepts / alternatives identifying activities.
2. Prepare drawings (plans) illustrating up to 3 key concepts / alternatives.
3. Prepare estimates associated with design concepts.
4. Prepare generalized feature palette of options.
5. Internal Input Meeting
6. Community Meeting No. 2. *Present*

**Task 3-Final Design Meeting:
Review Final Master Planning Design Package**

Review the Final Master Planning effort with key Rochester Hills Stakeholders. Present Final ideas and material palettes that can be used to complete the cost estimates. Final Master Planning Delivery will be a 11x17 Color Booklet PDF document that includes drawings and narratives of the process leading up to the final designs for each park.

ALL PARKS INCLUDED - COMPENSATION

The Niagara Murano Team will perform the outlined services above based on an hourly rate not to exceed the following amounts:

		Niagara Murano	Spalding DeDecker
Task 1:	(Fixed Fee)	\$ 53,900.00	\$ 12,000.00
Task 2:	(Fixed Fee)	\$ 88,500.00	\$ 7,000.00
Task 3:	(Fixed Fee)	\$ 50,050.00	\$ 6,000.00
<u>11x17 Booklet</u>	(Fixed Fee)	<u>\$ 8,000.00</u>	<u>\$ 0,000.00</u>
TOTAL:	(Fixed Fee)	\$ 200,450.00	\$ 25,000.00

Reimbursable Expenses

Reproduction/ Printing (estimated) **\$ 4,000.00**

In addition to the fees, the following expenses related to the administration of the project will be identified and charged at cost without markup:

1. Printing costs for drawing reproductions for other beyond agreed deliverables.
2. The documents will be submitted to Rochester Hills for Review.
3. Overnight delivery charges.

TOTAL PROFESSIONAL SERVICES: **\$229,450.00**

SCHEDULE

The Niagara Murano Team will perform the outlined services above based on the following schedule:

Task 1: Existing Data Collection/ Assessment	6 Weeks
Task 2: Master Planning Concepts/ Owner Meets	8 Weeks
Task 3: Final Concepts and Review Meetings	4 Weeks
<u>Booklet:</u>	<u>4 Weeks</u>
TOTAL:	22 Weeks

The schedule is contingent upon the timelines of City provided information and decision-making timeframes. The final schedule will be prepared and approved at the kick-off meeting.

ASSUMPTIONS, EXCLUSIONS & CITY RESPONSIBILITIES

Niagara Murano is prepared to complete the work as outlined above per our understanding of the project, which includes the following assumptions, exclusions and identified City responsibilities.

- a. Main point of contact will be Mr. Ken Ewert.
- b. City to provide NM advisors with relevant knowledge of the park, planning direction, documents supporting Task 1 efforts.
- c. 3 D Renderings /Architectural Illustrations are not included in Master Plan effort.
- d. Additional design services are available at an additional cost.
- e. All critical underground surveys to be provided by City.

Changes and Additional Work:

For additional work or changes in scope, we will provide the services of our staff at 2.6 times the direct payroll (attached Staff Billing Rates & Multiplier), & reimbursable expenses.

Invoicing Procedures:

Payment terms shall be in accordance with City of Rochester Hills Order Standard Terms and Conditions. Invoices for our services will be submitted on a monthly basis due within 30 days. Overdue invoices are subject to 1.5% late payment.

Insurance:

For the protection of our clients as well as our firm, we carry insurance protection including professional liability insurance. The extent and types of insurance shall be in accordance with the City of Rochester Hills Purchase Order Standard Terms and Conditions and can be provided upon request.

Termination Agreement:

In the event the project is abandoned, or the agreement terminated, termination shall be in accordance with Rochester Hills Purchase Order Standard Terms and Conditions.

We look forward to this opportunity to establish a professional relationship with you and your Team at Rochester Hills. Thank you for your consideration. Of course, feel free to call me personally at 248 646 5765 if you have any questions.

Sincerely,



Delia Rodi, IES
Niagara Murano

cc: David Barczys, Niagara Murano
John Krasinkiewicz, Niagara Murano