



November 8, 2019

The Honorable Laurence Howe
Mayor of the City of Warson Woods
10015 Manchester Road
Warson Woods, Missouri 63122-1825

Re: City of Warson Woods
Infrastructure Master Plan
KdG Project No. 190042-0001

Dear Mayor Howe:

Kuhlmann *design* Group, Inc. (KdG) is pleased to present you our proposal for professional design services associated with the proposed infrastructure master planning services. The master plan process is intended to coordinate and follow the recommendations established in the City of Warson Woods, Comprehensive Plan - 2014.

PROJECT UNDERSTANDING

The City of Warson Woods is proposing to develop an infrastructure master plan that would prioritize future projects and examine possible funding sources. The master planning exercise would concentrate on the Warson Woods Drive improvements, sidewalk repair or replacement for compliance with accessible requirements, bridge replacement at Forest View, Andrew Drive and North Drive, existing city parks, future uses of parcels on Flanders Drive, and the recurring street maintenance program.

SCOPE OF WORK

We see our base scope of work as the civil engineering and architectural design services related to the master planning process including the documentation of public meetings, design sketches and probable cost estimates resulting in a final report for the City to reference for future project development. These services can be broken down as follows:

Basic Services

1. Attend one (1) coordination meeting with the primary stakeholders from the City, to establish the overall masterplan process, topics and schedule.
2. Attend four (4) community public meetings. Each meeting focusing on a limited list of masterplan topics (2-3) topics maximum per meeting.
3. Document community reaction and responses to each of the master planning topics.
4. Provide graphic conceptual sketches of possible design options addressing public responses and feedback to future parcel development or city park enhancements. KdG has assumed a maximum of two (2) design concepts per location and a total of five (5) locations to be considered.
5. Conceptual estimates of probable costs for all master plan topics.
6. Re-audit the existing sidewalk conditions throughout the four wards and update the previous sidewalk report. (Excludes survey services) Previous report was dated May 2013.
7. Produce a master plan report that summarizes and prioritizes the results of the master planning process.

FEE

Kuhlmann *design* Group fee to provide these services is the lump sum amount of:

Thirty Eight Thousand Nine Hundred Eighty Nine and 00/100 Dollars (\$38,989.00)



Reimbursables for the project, including mileage, long distance telephone costs, delivery and printing costs will be invoiced for using a 1.0 multiplier and are included in the lump sum amount above.

SCHEDULE

KdG proposes to develop the preliminary master planning process schedule and submit it for review and coordination with the City of Warson Woods. This outline will establish a timeline for a series of public meetings and the topics for each meeting. Dates and times will be confirmed with the City's calendar. Notice of Public Meeting will be advertised by the City based on this schedule.

For purposes of preparing this proposal, it is assumed this master planning exercise will be completed by June 1, 2020. If the project extends beyond this date, additional fees may be required.

If this proposal is acceptable, we can begin work upon receipt of a notice to proceed with the execution of a city contract to follow shortly after. If you have any questions please feel free to contact me.

We look forward to working with you on this project.

Sincerely,

Kuhlmann *design* Group, Inc.

Mark A. Beck, AIA,
Senior Associate

MAB/dpb

- cc: Michael Dell'Orco - City of Warson Woods
- Pete Maruska - KdG
- Ron Stuckel - KdG