



November 6, 2014

Mr. Don Craig, ACIP
Director of Planning
City of Key West
P.O. Box 1409
3140 Flagler Avenue
Key West, Florida 33401

Sent via email: dcraig@keywestcity.com

Re: EDSA Work Authorization for Indigenous Park Additional Services

Dear Don,

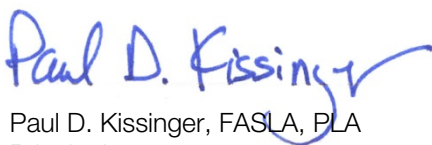
Per our most recent discussion, we have prepared the following proposal and corresponding work authorization for the continuation of Indigenous Park planning and design services, as well as additional services. We have certainly enjoyed our involvement with the City of Key West, yourself and your team, and are looking forward to continuing to move this project forward, as well as others.

Based on previous conversations and needs for the project, we did an internal re-allocation of fees for the project to cover the expenses associated with the traffic Study (Traf Tech and Joaquin Vargas). As we now want to move the project forward, we will need to replenish these fees into the fee budget.

In addition, during the planning process, EDSA prepared a number of conceptual design plans, in addition to what was originally intended, which we have outlined in the additional service request below.

For your review and execution, please find our additional services request for the continuation of the planning, design and preparation of construction drawings for the park.

If you have any questions, please let us know.


Paul D. Kissinger, FASLA, PLA
Principal

cc: Sara Sullivan, Marketing, Accounting, Kristen Lawlor

EXHIBIT B

INDIGENOUS PARK TRAFFIC STUDY AND ADDITIONAL SERVICES

SCOPE OF WORK AND FEE SCHEDULE

The following scope of services is for the ongoing and additional services associated with the redevelopment of the Indigenous Park, located along Atlantic Boulevard between White St. and Stevens Ave. bordered to the northwest by a residential neighborhood.

EDSA as the lead and prime consultant, has assembled a multi-disciplinary team and will be responsible for overall team management, planning, landscape architecture and urban design, and public consensus building. The rest of the team includes:

- Florida Keys Land Surveying: Survey
- Perez Engineering & Development Inc.: Civil Engineering
- Terramar Environmental Services Inc.: Environmental Consultant
- Masuen Consulting LLC: Irrigation
- Traf Tech: Traffic Study

Hereinafter the above team will be referenced as the “EDSA Team”.

PROJECT OBJECTIVES

We understand that the purpose of the project remains as was previously discussed and vetted during the Conceptual Design process, that is, to revitalize and create a signature small park taking advantage of the natural site elements to be enjoyed by local residents and citizens of Key West, Florida.

Key improvements will include:

- Create overall park theme
- Pedestrian improvements and circulation
- Pedestrian and vehicular connections to C.B. Harvey Rest Beach to the south and to Higgs Beach Park to the west
- Passive park areas
- Landscape beautification
- Pedestrian lighting and site furnishings
- Additional parking
- Study best use of park's existing structures and locations
- Shade element over existing bocce ball court
- Preservation of existing specimen vegetation
- Identification of park wetlands
- Address drainage issues in low areas to provide positive drainage
- Screen existing utility structure

The EDSA team has completed Task 1 & Task 2 of Work Order #1 in the previously approved Task Work Order. However, during the completion of the these tasks, EDSA was requested to provide additional planning and design services, as well as re-allocate planning and design fees for Traf Tech, a traffic

consultant that was added to the team to assist in traffic planning services not originally intended in the original Task Work Order. The following is a summary of the Traffic Study scope of services and the planning and design work completed as an additional service.

SCOPE OF SERVICES

TASK 1 – TRAFFIC DATA COLLECTION AND FIELD REVIEW

The EDSA Team (Traf Tech Engineering, Inc.) will collect 4-day machine traffic counts at the following five streets:

1. Atlantic Boulevard east of White Street to Bertha Street
2. Laird Street east of White Street to George Street
3. Johnson Street east of White Street to George Street
4. White Street north of Atlantic Boulevard to Flagler Avenue
5. Steven Avenue north of Atlantic Boulevard to Laird Street

TASK 2 – POTENTIAL TRAFFIC IMPACTS

The EDSA Team (Traf Tech Engineering, Inc.) will evaluate the potential traffic impacts on Laird Street, Johnson Street, White Street and Steven Avenue as a result of implementing traffic calming devices on Atlantic Boulevard in the vicinity of Indigenous Park. It is anticipated that some traffic will divert to the parallel local streets. We will test up to three (3) potential diversion scenarios; a low (5% traffic diversion), a medium (10% traffic diversion), and a high (20% traffic diversion). The potential traffic impacts, from capacity/level of service standpoints will be evaluated for the three scenarios described above.

The EDSA Team will provide recommendations regarding potential traffic calming measures on Atlantic Boulevard between White Street and Bertha Street and on the residential area bounded by Flagler Avenue on the north, Atlantic Boulevard on the south, George Street on the east and White Street on the west. The resulting street section will also be documented in the traffic report.

We will document the results of Tasks 1 and 2 in a traffic study. One (1) electronic version (.pdf) of the traffic report will be submitted to the City of Key West.

As a result of the Traffic Study, the Conceptual Design will be updated to incorporate its findings, as well as comments from the City of Key West.

TASK 3 – ADDITIONAL CONCEPTUAL PLANNING

During the Conceptual Design process, EDSA had originally provided for doing two (2) concepts for review and discussion, followed up with one (1) Final Conceptual Design Plan. However, during the development of the Conceptual Design, there was a high level of participation and discussion regarding the programming of the park, and the EDSA team prepared the following planning and design deliverables:

- (5) preliminary concepts, presented through a web-ex
- (3) concepts with (3) supporting documents
- (1) alternative concept based on City of Key West's staff feedback/recommendations
- (3) revised concepts (titled 4, 4a, 5 and dated 11/2013), followed by feedback and recommendations by City Staff on Concept 5 on 11/19/2013
- Revised concept (titled 5a and dated 11/2013), which was subsequently reviewed by City Staff and City leadership for additional revisions and provided to EDSA on 12/4/13.
- Preparation of the final Park Conceptual Plan, dated 11/5/2014 for presentation at the City Commission by City staff.

As one can see, this was significantly more alternatives that were prepared for the Park than originally anticipated. However, these additional concepts was a positive process, as they were a result of a number of consensus building meetings that either the EDSA Team participated in, or City Staff had with residents and City leadership.

TASK 4: ADDITIONAL MEETINGS

During the Conceptual Design process, EDSA expended more than anticipated time associated with the meetings. At this point, as we still need to go through the Major Development Planning Process, we have included additional fees for the following meetings:

- One (1) staff meeting to review the plan comments
- One (1) Planning and Zoning Meeting
- One (1) City Commission Meeting

COMPENSATION

Based on the above Scope of Service's description, EDSA proposes the following fees for these services.

The EDSA Team will provide the above described services on a lump sum as follows:

Task 1 & 2: Traffic Data Collection & Field Review /	
Potential Traffic Impacts	\$ 6,500
Task 3: Additional Conceptual Planning	\$16,500
Task 4: Additional Meetings for Approval Process	
of the Major Development Plan	<u>\$10,500</u>
TOTAL FEES	\$33,500

Reimbursable, as above are not included in the lump sum fees, and will be invoiced at cost, with no mark-up. Reimbursable, such as multiple copies of drawings will not be produced unless authorized by the City of Key West.

For the purposes of reimbursable expenses, we would anticipate creating a separate purchase order for these expenses. Or if need be, they can be included in this work order as a separate line item which we would bill against. At this point, based on the number of trips, we would anticipate a preliminary budget of \$10,000. We would bill against this at a cost basis, with no markup.

Please note, our Task Work Order #1, we consider that Task 1 and Task 2 are complete, Task 6, Public Meetings is nearly complete, and that the EDSA Team would continue, per contract with Tasks 3 – Preparation of Major Development Plan, Task 4 – Detailed Design and Task 5 – Permitting would progress as originally contracted.