



Huntsville, Alabama

305 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 9/26/2024

File ID: TMP-4643

Department: General Services

Subject:

Type of Action: Approval/Action

Resolution authorizing the Mayor to execute Modification No. 1 between the City of Huntsville and Schoel Engineering Company, Inc. for the Hays Farm Sport Park.

Resolution No.

Finance Information:

Account Number: 3020-14-00000-521010-000000000-

City Cost Amount: \$39,319.00

Total Cost: \$91,319.00

Special Circumstances:

Grant Funded: NONE

Grant Title - CFDA or granting Agency: N/A

Resolution #: N/A

Location: (list below)

Address: 1150 Haysland Road SW

District: District 1 ☐ District 2 ☐ District 3 ☒ District 4 ☐ District 5 ☐

Additional Comments:

Modification No. 1 to include additional time for construction, field engineering changes due to poor soil conditions, and other unscheduled site visits as required.

RESOLUTION NO. 24

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, and the Mayor that the contract with Schoel Engineering Company, Inc. for Architectural Services for the Hays Farm Sport Park, Huntsville, Alabama, approved and executed by the City of Huntsville, Alabama on the 24th day of February, 2022, be and the same is hereby amended as is reflected on Modification No. 1 and attached hereto.

BE IT FURTHER RESOLVED that the total contract amount be hereby is amended from Fifty Two Thousand Dollars and 00/100s (\$52,000.00) to Ninety-One Thousand Three Hundred Nineteen Dollars and 00/100s (\$91,319.00) on behalf of the City of Huntsville, a municipal corporation in the State of Alabama to, include this Modification No. 1 in the amount of Thirty-Nine Thousand Three Hundred Nineteen Dollars and 00/100s (\$39,319.00), said Modification No. 1 is substantially in word and figures as attached hereto identified as “Modification No.1 to the contract between City of Huntsville and Schoel Engineering Company, Inc, for the Hays Farm Sport Park,” consisting of nine (9) pages together with the signature of the City Council President and an executed copy of said document being permanently kept on file in the Office of the City Clerk of the City of Huntsville, Alabama.

ADOPTED this the 26th day of September, 2024.

President of the City Council of
the City of Huntsville, Alabama

APPROVED this the 26th day of September, 2024.

Mayor of the City of Huntsville,
Alabama

STATE OF ALABAMA)
COUNTY OF MADISON)

Modification No.1 to the
Agreement Between the
City of Huntsville, Alabama
and Schoel Engineering Company, Inc.
Dated February 24, 2022
as adopted by Resolution No. 22-125

MODIFICATION NO. 1

THIS MODIFICATION TO AN AGREEMENT is entered into on this the **26th** day of **September, 2024** by and between the City of Huntsville, Alabama (Owner) and Schoel Engineering Company, Inc. as adopted by Resolution 22-125 on February 24, 2022. The City of Huntsville does hereby modify the contract to continue providing Architectural services for the Hays Farm Sport Park.

WHEREAS, at the time of hire, the scope of work for the Hays Farm Sport Park was to include the architectural and engineering services for the design of the two soccer fields, a pedestrian viewing area with pavilion and parking lot.

WHEREAS, the scope of work for design services listed in Exhibit “A” of the Agreement Between the City of Huntsville, Alabama, and Schoel Engineering Company, Inc., dated February 24, 2022, as adopted by Resolution No 22-125 is hereby to include the revised scope of work listed in the attached proposal dated September 1, 2024, from Schoel Engineering Company, Inc.

WHEREAS, changes in the scope of work resulted in additional time for construction, field engineering changes due to poor soil conditions, and other unscheduled site visits as required, the additional fee increased and hereby added to the agreement with Schoel Engineering Company, Inc. thereby increasing the overall fee for services.

THEREFORE, the previously established Not to Exceed amount of Fifty Two Thousand Dollars and 00/100s (\$52,000.00) for these professional services is hereby increased by the amount of Thirty-Nine Thousand Three Hundred Nineteen Dollars and 00/100s (\$39,319.00) thereby modifying the Not To Exceed Amount to be Ninety-One Thousand Three Hundred Nineteen Dollars and 00/100s (\$91,319.00).

All other terms and conditions remain unchanged.

CONTRACTOR**OWNER**

SEAL

SEAL

Jerry M. Cargile, PE

By:

(SIGNATURE)

**Jerry M. Cargile
Schoel Engineering Company, Inc.
7500 Memorial Parkway SW: Suite 209
Huntsville, AL 35802**

(DATE OF EXECUTION)

Tommy Battle

By:

(SIGNATURE)

**Tommy Battle, Mayor
City of Huntsville
305 Fountain Circle
Huntsville, AL 35801**

September 26, 2024

DATE OF EXECUTION)



September 1, 2024

Chris O'Neil
Facilities Project Management
City of Huntsville General Services
Huntsville City Hall, 5th floor
305 Fountain Circle
Huntsville, AL 35801

Reference: Hays Farm Sports Park – Additional Services

Dear Chris:

Schoel has a contract approved for Hays Farm Sports Park project on February 24, 2022. In the original contract, there was an amount for project administration/construction administration to cover up to 6 site meetings. Due to the length of time for construction for this project and with the amount of field engineering changes due to poor soil conditions, and other unscheduled site visits as required. Schoel is asking for additional services with a not to exceed amount to cover the changes in scope and any closeout documents/inspections needed.

The detailed scope is as follows:

- Attended bi-weekly OAC Meetings during duration of entire project
- On call site visits at owner representative requests
- Regraded based off of owner selection geotechnical recommendations

Lump Sum: \$39,319

SCHEDULE OF UNIT RATES

Senior Principal	\$ 350.00 per hour
Principal	\$ 230.00 per hour
Department Manager / Chief Land Surveyor	\$ 210.00 per hour
Survey Field Crew	\$ 205.00 per hour
Senior Project Manager	\$ 200.00 per hour
Project Manager	\$ 185.00 per hour
Senior Professional	\$ 175.00 per hour
Construction Administration Manager	\$ 150.00 per hour
Project Professional	\$ 140.00 per hour
Staff Professional	\$ 130.00 per hour
Senior Designer / Drafter / Specialist	\$ 130.00 per hour
Designer 2 / Drafter 2 / Specialist 2	\$ 120.00 per hour
Designer 1 / Drafter 1 / Specialist 1	\$ 105.00 per hour
Administrative / Technical Support	\$ 95.00 per hour

Printing and other reimbursable expenses will be charged at cost plus 5% and are not included in the fee basis described above. Lodging and Meals and Incidentals (M&IE) will be billed according to Government Services Administration (GSA) rates. Sub-consultant invoices billed as reimbursables will be invoiced to the client at a rate of 105% of the invoice amount.

NOTE: Unit rates are valid for the duration of the contract.



Exhibit A

February 4, 2022

Mr. William Bell
Facilities Construction Projects Coordinator
General Services Department
City of Huntsville

RE: Hays Soccer Fields, Pedestrian Area, and Parking Lot - Huntsville, AL

Dear William,

Thank you for the opportunity to offer this proposal for professional services related to the above referenced. We realize that you have a choice in selecting your consultants and appreciate your consideration.

Schoel seeks to combine the latest technologies with our work experience to pursue cost effective results for our clients. We also realize that our commitments to schedule are equally important and will work diligently to deal with any unexpected issues and delays as we move through the approval process.

Our proposal to you includes the following items:

- Project Description
- Basis of design
- Scope of Services
- Deliverables
- Associated Fees
- Billing & Payment Schedule
- General Terms and Conditions

After you have had the chance to review this proposal, we would be happy to answer any questions or make any modifications required prior to its acceptance. Please let me know if you need anything else.

Sincerely,

Jerry M. Cargile, PE | LEED AP
Principal | Huntsville Market Lead

Established 1888

SCHOEL ENGINEERING COMPANY, INC.
7500 Memorial Pkwy SW, Suite 209 | Huntsville, AL 35802
P 256-539-1221 | F 256-539-1220 | schoel.com

Hays Soccer Fields, Pedestrian Area, and Parking Lot, Huntsville, AL

PROJECT DESCRIPTION:

The "project" will include an update of the previously developed master plan to accommodate maintaining and expanding the existing restroom building at Kid's Space, and deletion of the previously proposed new restroom facility. There will be several tasks within this effort which are expected to be as follows:

1. Civil engineering design and final construction documents for the construction of two (2) singularly cross sloped soccer fields, a pedestrian viewing area with pavilion (designed by others), and a parking lot with ROW access from Haysland Road.
2. Landscape Architectural services for the landscape and irrigation to be installed as a part of this design.
3. Final construction documents for electrical and lighting the ballfields, parking lot, and pavilion, by Hyde Engineering (a subconsultant to Schoel, for this scope of work).

The proposed services to be provided are further described below. Separate fees are indicated for each of the primary tasks to be provided for the items above. Any required structural engineering or geotechnical services will be provided by others and are not included in our scope.

Basis of Design:

The information outlined below indicates our understanding of the project requirements related to our portion of the work.

Owner's Project Requirements:

1. Work in coordination with the development team to produce final site construction documents to be carried through the approval process with the required regulatory agencies
2. The final site plan developed will be based on the approved concept plan to be modified as appropriate.
3. Based on the size of the area to be disturbed the requirement for an ADEM permit is anticipated.
4. Specifications for the project will be by reference the "City's Standard Specifications for Construction Projects" supplemented only as necessary to cover items not already included in those specifications.

General Requirements:

1. The services provided will be in compliance with the local governing ordinances in effect at the time the project commences (i.e. applicable zoning, subdivision, and site development, regulations).
2. Permit and application fees, if required, are not included within our scope and will be billed as reimbursable expenses.

SCOPE OF SERVICES:

Limited Additional Topographic Survey

The Consultant will perform a limited scope topographic survey to capture additional items outside of the original topographic survey scope, to aid in design.

Civil Engineering Final Design and Construction Documents

The Consultant will perform final design and prepare construction documents for the site work of the field, parking lot, and pedestrian facilities. This package will be sufficient for final pricing, permitting, and construction. The detailed scope is as follows:

- Coordinate as required with Client and Design Team through milestones
- Coordinate with other applicable governing entities, including municipalities for final approval
- Prepare Final Construction Plans, including the following, as required:
 - o Cover Sheet

Hays Soccer Fields, Pedestrian Area, and Parking Lot, Huntsville, AL

- Topographic Survey
- Demolition Plan
- Site Layout Plan(s)
- Clearing and Erosion Control Plan(s)
- Utility Plan(s)
- Grading and Drainage plan(s)
- Construction Erosion Control Plan(s)
- Detail plan(s) (details, etc.)
- Prepare Technical Specifications
- Assist with submittals and approvals

Landscape Architecture Construction Documents

The Consultant will design and prepare landscape plans that will aid in the development of a project budget. This package will be sufficient for final pricing. The detailed scope is as follows:

- Provide a landscape plan for the site in accordance with your general direction and in compliance with local requirements by coordinating with other applicable governing entities, including municipalities.
- The landscape plans will include species, locations, and sizes of proposed plantings
- Preparation construction plans, including:
 - Landscape Plans
 - Landscape Details

Landscape Irrigation Construction Documents

The Consultant will design and prepare irrigation plans that will aid in the development of a project budget. This package will be sufficient for final pricing. The detailed scope is as follows:

- We will produce irrigation design and construction details appropriate to the landscape plans. These plans will include head location and types, and the complete layout of the lines including controller locations. We will provide the required irrigation details and notes needed for installation of the proposed plan. The irrigation plans will include tying into the existing system and coordinate any required renovations.
- Preparation construction plans, including:
 - Irrigation Plans
 - Irrigation Details

Subconsultant Tasks

The Consultant shall retain services from licensed & qualified subconsultants to cover design tasks not offered directly by Schoel, upon the clients request.

- Electrical Engineering and Lighting Design to be performed by Hyde Engineering. Their Proposal is attached for reference to the identified scope and request for this service.

Administration Services

The Consultant will participate in coordination meetings & conference calls as well as perform limited Construction Review to evaluate the Contractor's general conformance with plans and specifications. The Consultant will review Shop Drawings, and work with the Contractor and Client in solving any minor construction related problems that may arise. The detailed scope is as follows:

- Participate in design coordination meetings & conference calls throughout the design process
- Assistance with project bidding and contracting (pre bid meeting, clarifications and addenda during bidding process etc.)

Hays Soccer Fields, Pedestrian Area, and Parking Lot, Huntsville, AL

- Review of shop drawings
- Construction review for up to 8 separate visits for each construction phase

FEE SUMMARY

Task 1 – Limited Additional Topographic Survey	\$	3,400
Task 2 – Civil Engineering and Final Construction Documents	\$	14,700
Task 3 – Landscape Architecture Construction Drawings	\$	3,750
Task 4 – Irrigation Plans	\$	6,250
Task 5 – Electrical/Lighting Design (sub proposal + 5%)	\$	18,900
Administration Services (Includes Construction Review for Each Task)	\$	5,000
GRAND TOTAL	\$	52,000

NOT INCLUDED IN SCOPE OF WORK

The following items are not included in the scope or fee provided. If any of these services are requested, an additional services proposal can be provided.

1. Services related to Zoning or Entitlements other than what is mentioned above
2. As-built surveys
3. Changes from approval of previously completed work
4. Construction staking
5. Material testing
6. Drainage or Flood Studies, including FEMA and Floodplain Development Permits
7. Offsite utility and storm drainage evaluation, extension, or upgrades
8. Corps of Engineers related work
9. Coordination with ALDOT of any kind
10. Traffic Studies or Traffic signal design of any kind
11. Design of water tanks or sanitary sewer lift stations
12. Design changes or plan revisions after Client approval or related to Value Engineering
13. Design of fountains, detailed hardscape, accent lighting, or site furniture
14. Multiple design packages or public bid package
15. Permit applications and/or fees
16. Completion or submission of a CBMPP to ADEM
17. Structural Design of any kind
18. Geotechnical Services of any kind

PAYMENT TERMS

The Consultant will bill the Client monthly based on work completed during the billing period. Work completed will be based upon a percentage of completion for Lump Sum Fees and will be based on time and materials at the attached schedule of unit rates for Hourly Estimates and Not to Exceed agreements. Payments are due within thirty (30) days of invoice date. The Client's obligation to pay for services is in no way dependent upon the Client's ability to obtain financing, obtain approval from any governmental or regulatory agencies, real estate closing, receipt of payment from other parties or upon successful completion of the project. If payment is not received within thirty (30) days from date of invoice, the amounts may include a late charge of 1½ % per month, calculated from said thirtieth (30th) day. Should Consultant incur attorney's fees for collection of payment, the amount owed to Consultant shall include any and all said fees. Failure to make payment within

Hays Soccer Fields, Pedestrian Area, and Parking Lot, Huntsville, AL

sixty (60) days shall constitute a waiver of the right to dispute the accuracy and appropriateness of the invoice. In addition, Consultant reserves the right to suspend services under this Agreement until such time as payment is made in full for all amounts due for services rendered and expenses incurred has been received.

SCHEDULE OF UNIT RATES – (Rates Provided are Valid for the Duration of the Contract)

Senior Principal	\$ 275.00 per hour
Principal	\$ 200.00 per hour
Chief Land Surveyor	\$ 200.00 per hour
Senior Project Manager	\$ 150.00 per hour
Project Manager	\$ 140.00 per hour
Assistant Project Manager	\$ 130.00 per hour
Senior Professional	\$ 140.00 per hour
Project Professional	\$ 115.00 per hour
Staff Professional	\$ 100.00 per hour
Senior Designer / Survey Drafter / Specialist	\$ 100.00 per hour
Designer / Survey Drafter / Specialist 2	\$ 85.00 per hour
Designer / Survey Drafter / Specialist 1	\$ 75.00 per hour
Field Survey Party	\$ 175.00 per hour
Laser Scanning and Registration	\$3,000.00 per day
Modeler	\$ 125.00 per hour
Admin Support/Intern	\$ 70.00 per hour
Transportation (non-local mileage)	\$ 0.56 per mile

Sub-consultant invoices will be billed to the client at a rate of 105% of the sub-consultant invoice.

GENERAL TERMS AND CONDITIONS

Terms and Conditions shall be in accordance with the City's standard contract for professional consulting services to which this proposal will be attached.