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119 Seward Street, Suite 15, Juneau, Alaska 99801

Landscape Architecture • Planning • Industrial Design

February 16, 2016

Richard Chapell
Haines Borough
P.O. Box 1209
Haines, AK 99827

Subject: **Haines Waterfront Walk and Harbors Uplands Master Plan**

Dear Rich,

Corvus Design appreciates this opportunity to assist the Haines Borough in the development of a waterfront walk and harbors uplands master plan. This plan would be an essential funding tool for the community in the creation of a waterfront trail from Picture Point wayside to the Portage Cove campground. Work would also assist Harbors in developing an uplands master plan with a focus on relocating Lookout Park and providing coordination of the two projects. The project would include a series of public workshops to allow input on the layout and design of the route, as well as trail features that could include overlooks, site furnishings, guardrails, beach access points, picnic opportunities, shelters, and lighting. The master plan would include conceptual relocation and redesign of Lookout Park, trail layout, trail sections, and sketches to show the trail aesthetics. The master plan would be included in a final narrative report that includes the plans, sketches, sections and conceptual construction costs for a phased implementation of the waterfront walk. We have included PND Engineers to create continuity with the harbor expansion project and to provide conceptual construction estimates for the project.

SCOPE OF WORK

Our scope of work would be conceptual master planning of a waterfront walk from Picture Point wayside to the Portage Cove campground as well as uplands planning as part of the harbor expansion project with a focus on Lookout Park. Work would include hosting two public meetings.

- Meeting One: Site inventory, waterfront walk and park priorities and opportunities for public input
- Meeting Two: Presentation of trail alignment, trail sections, Lookout Park and sketches of trail features for public input and providing direction on development of preferred plan.

The work would include a conceptual trail corridor layout and Lookout Park planning imposed over an aerial photo of the project area showing beach access points, connections to local destinations and adjacent pedestrian routes, locations of overlooks, and other recreation opportunities along the walk. Aerial imagery and GIS data and property lines of the project area are to be provided by the Haines Borough for use in this project. Sketches would illustrate trail sections, guardrails, paving and other

aesthetic components of the walk. Conceptual construction costs would be provided for the walk, relocated park, and related facilities. All materials would be packaged into a clear and concise report for adoption by the Haines Assembly and other committees as a complete package. The intent of the report is to be used as a funding tool for a phased implementation of the waterfront walk and harbors uplands.

DELIVERABLES

Deliverables include two public meetings and a final report containing the following:

- Conceptual master plan of the waterfront walkway alignment, harbor uplands and Lookout Park imposed over an aerial of the project including property lines and easements.
- Sketches of trail features including trail sections and could also include overlooks, site furnishings, guardrails, beach access points, picnic opportunities, shelters, and lighting. Sketches of relocated Lookout Park and associated site improvements.
- Recommended implementation phasing plan and conceptual construction cost estimates.

SCHEDULE

We are available to begin our master planning work as early as mid-March after receipt of Notice-to-Proceed. We estimate the work will take approximately 6-8 weeks to complete and is largely based on the scheduling of the two public meetings.

FEE PROPOSAL

We propose to furnish the above-described services for a total lump sum fee of \$18,732.00 which includes PND Engineering. The detailed fee estimate is attached.

Please note that PND's labor for this project is included in this fee, however travel and related expenses for PND is not included in this fee as it would be covered as part of the existing contract associated with the harbors expansion project to avoid duplication of services and costs.

We trust this provides adequate information for evaluating our proposal. We look forward to working with you on this project, and we will be happy to answer any additional questions.

Sincerely,



Christopher Mertl, PLA, ASLA
Principal Landscape Architect
Corvus Design, Inc.
119 Seward Street, Suite 15
Juneau, Alaska 99801

Attachment: Fee Schedule



Fee proposal					16-Feb-16
Client:	Haines Borough				
Project:	Haines Waterfront Walk and Harbor Uplands Master Plan				
Contract Type:	Lump Sum				
	Personnel Type	Principal Landscape Architect	Landscape Architect	Landscape Designer	Total Hours/ Total Fee
Task	Hourly Rate	\$152.00	\$115.00	\$85.00	
1.0 Master Planning					
1.01	Drawing Setup/Import Files	0	0	4	4
1.02	Public Meeting One: Inventory and Priorities	12	0	0	12
1.03	Develop Conceptual Plans and Features	12	12	12	36
1.04	Public Meeting Two: Refine Master Plan & Features	8	0	0	8
1.05	Develop Final Conceptual Plan and Features	12	16	8	36
1.06	Develop Narrative Report (incl. graphics and costs)	4	8	2	14
1.07	Coordination Meetings (3 @ 1 hours each)	3	0	0	3
1.08	Project Administration	4	0	0	4
1.0	Task Total Hours	55	36	26	117
1.0	Task Total Fee	\$8,360	\$4,140	\$2,210	\$14,710.00
	1.0 Task Expenses				\$1,272.00
	1.0 Sub-Consultant Fees				\$2,750.00
	1.0 Task Total				\$18,732.00
Proposal Grand Total					
	Grand Total Fee				\$18,732.00
Fee Notes:					
1) Fee includes single copy 8.5x11 and 11x17 hard copy reproduction and digital files. Additional reproduction shall be reimbursed on a time and expenses basis.					
2) Additional deliverables, tasks, meetings and coordination beyond those outlined in this fee, and design aspects outside of scope, shall be considered additional services and shall be billed on a time and expenses basis or negotiated lump sum.					
3) Travel delays and associated expenses shall be billed on a time and expenses basis.					



Corvus Design, Inc.

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Task	Item	Quantity	Unit	Cost	Extended
1.0	Master Planning				
1.01	Flight and Travel Costs - JNU to HNS	2	LS	\$250.00	\$500.00
1.02	Car Rental	2	LS	\$150.00	\$300.00
1.03	Hotel	2	per day	\$135.00	\$270.00
1.04	Per Diem	2	per day	\$101.00	\$202.00
1.0	Total Expenses				\$1,272.00
Fee Proposal Expense Totals					
	Expense Total Fee				\$1,272.00



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Task	Item	Fee	Mark up	Extended
1.0	Master Planning			
1.01	PND Engineering	\$2,500.00	\$250.00	\$2,750.00
1.0	Total Sub-Consultant Fee			\$2,750.00
Fee Proposal Expense Totals				
	Expense Total Fee			\$2,750.00