



ALBANY REVITALIZATION AGENCY AGENDA

Wednesday, October 16, 2019

Immediately following the CARA Advisory Board meeting

Council Chambers, Albany City Hall

333 Broadalbin Street SW

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - a. August 21, 2019. [Pages 2-3]
4. BUSINESS FROM THE PUBLIC
5. ADOPTING RESOLUTION FOR ALBANY WATERFRONT REDEVELOPMENT [Pages 4-15]
6. BUSINESS FROM THE AGENCY
7. NEXT MEETING DATE: Wednesday, November 13, 2019
8. ADJOURNMENT

The location of this meeting is accessible to the disabled. If you have a disability that requires accommodation, please notify the City Manager's Office in advance of the meeting: cmadmin@cityofalbany.net | 541-791-0206 or 541-917-7519.



MINUTES

Wednesday, August 21, 2019

Immediately following the CARA Advisory Board meeting

Council Chambers, Albany City Hall

Approved: DRAFT

CALL TO ORDER

Chair Rich Kellum called the meeting to order at 6:10 p.m.

ROLL CALL

Members Present: City Councilors Bill Coburn, Bessie Johnson, Alex Johnson II, Rich Kellum, Mike Sykes, Dick Olsen, and Mayor Sharon Konopa.

Members Absent: None.

APPROVAL OF MINUTES

June 19, 2019

Councilor Bill Coburn moved to approve the minutes as presented. Councilor Alex Johnson II seconded the motion, and it passed 6-0.

SCHEDULED BUSINESS

Business from the public

There was none.

ADOPTING RESOLUTION FOR ARA FINANCIAL REVIEW

6:10 p.m.

MOTION: Member Bessie Johnson moved to approve the resolution to allocate funds and authorize a contract with Tiberius Solutions for a financial review of the Albany Revitalization Agency's financials. Member Mike Sykes seconded the motion, and it passed 7-0.

BUSINESS FROM THE AGENCY

Economic Development Manager Seth Sherry asked the agency if they needed any further information about the proposed contract for waterfront revitalization. Member Rich Kellum asked about a detailed breakdown of costs. Sherry answered that he will present detailed costs and scope of work. Kellum asked what will happen if they do not like the three proposed design plans. Sherry said the public and CARA are involved in the development of the design plans. Sherry noted the design is coordinated by the CARA Advisory Board, the ARA, and the community. The agency discussed meeting schedules and steps to move the project forward.

NEXT MEETING DATE: Wednesday, September 17, 2019

August 21, 2019

ADJOURNMENT

The meeting was adjourned at 6:26 p.m.

Submitted by,

Reviewed by,

Allison Grove
Administrative Assistant I (Confidential)

Seth Sherry
Economic Development Manager



RESOLUTION NO. _____

A RESOLUTION OF THE ALBANY REVITALIZATION AGENCY ESTABLISHING A FINAL ACTION ON THE CARA ADVISORY BOARD'S RECOMMENDATION TO ALLOCATE ARA FUNDS AND AUTHORIZE A CONTRACT WITH WALKER MACY FOR FULL CONCEPTUAL DESIGN THROUGH CONSTRUCTION DOCUMENTATION AND PERMITTING FOR THE ALBANY WATERFRONT REDEVELOPMENT PROJECT AREA

WHEREAS, the ARA requested proposals to provide buildable plans for public park space and adjacent street construction and streetscape; and

WHEREAS, the waterfront redevelopment in downtown Albany will create one of the most unique downtowns in the state of Oregon; and

WHEREAS, when complete, the riverfront will be a major downtown anchor, connecting the community to the river to which it was historically connected; and

WHEREAS, the project will be divided into development packages that consider funding, constructability and permitting limitations; and

WHEREAS, the Central Albany Revitalization Area (CARA) Advisory Board recommends the Albany Revitalization Agency (ARA) enter into a contract with Walker Macy for the completion of design vision and phased construction plans for the 24 acres of Willamette River waterfront and 14 blocks of Water Avenue in downtown Albany.

NOW, THEREFORE, BE IT RESOLVED that the ARA authorizes staff to enter into a contract not to exceed \$2,360,000.00 with Walker Macy, as outlined in the attached Statement of Work, Exhibit A.

DATED AND EFFECTIVE THIS 16TH DAY OF OCTOBER 2019.

ARA Chair

ATTEST:

City Clerk

August 20, 2019

Seth Sherry
Economic Development Manager
City of Albany, Oregon
333 Broadalbin St SW
Albany, Oregon 97321

RE: Albany Waterfront Redevelopment Design
WM – P3601.01

Dear Seth,

We appreciate the opportunity to submit the following proposal for providing landscape architectural services for the Albany Waterfront Redevelopment Design. We have developed the following scope of work based on the RFP solicitation and our subsequent conversations in July and August 2019.

PROJECT UNDERSTANDING AND TEAM ROLES:

1. The project includes the creation of a design vision and phased construction plans for the 24 acre Willamette River waterfront site in downtown Albany. The project will include plans for the park, street interface and adjacent 14 blocks of downtown streetscape and frontage to establish an integrated waterfront experience unique to the city. The team will participate in a public engagement process that will help inform the park programming and design elements, as well as provide the basis for the design vision. We anticipate site improvements will include streetscape redevelopment, pedestrian and vehicular circulation, lighting, architectural elements including restroom facility, site walls and structures, and plantings and irrigation. Additionally, we will explore opportunities to re-use or redevelop existing structures, including the stage and bandshell, pavilion and existing waterfront piers.
2. Walker Macy proposes the following sub-consultant team to assist us on the project:
 - Architect: Rowell Brokaw Architects
 - Civil and Structural Engineers: KPFF Consulting Engineering
 - Cost Consulting: DCW Cost Management
 - Environmental Consulting and Permitting: Herrera
 - Land Use: Angelo Planning Group
 - Geotechnical Engineering: Geotechnics
 - Electrical Engineering: PAE Engineers
 - Survey / Mapping: K&D Engineering
 - Urban Renewal Area Consulting: Elaine Howard Consulting
 - Lighting Design: Biella Lighting
 - Arborist: Morgan Holen Associates
 - Public Involvement Facilitator: JLA Public Involvement

3. The Walker Macy Design Team will provide the following:

- Detailed planning and preliminary design and documentation for the project, broken into phase packages. The designs will include future building sites, circulation, parking, streetscape development and site improvements. Beyond the design packages, the deliverables will include survey, arborist assessment, development feasibility recommendations, cost estimating, public engagement support and environmental permitting support.
- The design team will work directly with the City of Albany during the effort to ensure a comprehensive approach to the work.

4. All fees necessary to obtain permits will be by the City of Albany. Walker Macy will assist the City by providing support drawings and application materials to meet permit requirements. We assume permit drawings will be derivatives of our working plans.

STATEMENT OF WORK:

Based on our understanding of the project, and the information provided, we propose the following scope of work:

1. Project Start-up and Site Analysis (2 Months: September – November 2019)

- 1.1 Kick-Off Meeting – Attend an initial start-up meeting with Albany Revitalization Agency (ARA) to discuss scope, public involvement strategy, budget and schedule. Using this work plan as a starting point, we will refine the project management plan to address communication, public involvement, technical work and permitting. This meeting could also be used to establish an outreach strategy with potential development partners to get feedback on feasibility of different development types.
- 1.2 Public Involvement Strategy – In collaboration with ARA, we will develop a public involvement strategy that will include key messaging, target audiences, suggested outreach tools, and visual identity and branding, and communication protocols. Initial public outreach will include:
 - 1.2.1. Public Involvement Kick Off – Kick off the public involvement process, develop key messages, and work through the outline of the Public Involvement Plan.
 - 1.2.2. Project Information Fact Sheet – Providing basic information about the project, frequently asked questions, and contact information. The city will provide graphic design standards for print materials.
 - 1.2.3. Stakeholder Contact List – The City will develop and maintain a list of interested parties who will be invited to public events and informed about project activities. We will assist with ongoing updates as required.
 - 1.2.4. Website – We will provide updated content at each milestone. The city will be responsible for designing and hosting the project website and implementing updates.
 - 1.2.6. Stakeholder Interviews – Engage with up to twelve (12) key community stakeholders, identified in collaboration with the City, to build project partnerships and understand concerns. Develop a draft and final summary of feedback received.
 - 1.2.5. (Contingency) Overview Video – A brief (2 minute) video will provide a visual fact sheet about the purpose of the project, showcase prior work, existing conditions, and introduce decision makers and key issues.
- 1.3 Critical Path Schedule – Concurrent with development of the project management plan we will develop the critical path schedule to identify timeframes for design, submittals, reviews, stakeholder engagement/public involvement, and permitting.

- 1.4 Develop a Permitting Matrix – Develop a list of relevant permits needed for planned development and improvements, and applications for relevant permits. The matrix will include a list of potential permits and reviews that may be needed and, for each permit/review, it will list the review authority (agency) and contact information, permit/review type, project element potentially triggering it, materials required for submittal, and review period. We propose to contact local, state, and federal agencies to confirm potential requirements as part of this task.
- 1.5 Review Background Information – Review existing information, which may include survey, Albany Town Center Plan, Implementation strategy for the CARA, Water Avenue Streetscape Design Guide, Central Albany Revitalization Area Urban Renewal Plan, Town Center Plan, Downtown Parking Study, Parks Assessment Master Plan, and other project background material made available.
- 1.6 Topographic Survey – Team to provide a site survey, with additional ROW and boundary surveying. The survey will include all City owned properties and Water Avenue down to Ordinary Low Water, plus 75' beyond the boundaries and right of way. Includes locating and tagging with survey point numbers all existing street trees and trees directly adjacent to public rights-of-way and in the park that are 6" and larger in diameter. This also includes all Memorial Trees, regardless of size. Team to also provide a pre-construction monumentation survey to be filed with the Linn County Surveyor.
- 1.7 Site Reconnaissance – Using the survey, conduct a detailed site reconnaissance to confirm existing conditions.
- 1.8 Tree Inventory – An ISA Certified Arborist will visually assess existing surveyed trees and prepare a tree inventory including species, diameter, crown radius, general condition, structure and other comments as needed. The inventory will be submitted to the design team to inform site design.
- 1.9 Preliminary Geotechnical Review – Preliminary study/research of site to identify key opportunities/constraints and areas for additional exploration.
- 1.10 Site Analysis - Prepare site analysis and opportunity and constraints diagrams based on the assessment of existing conditions and available information. If necessary, the team will identify additional studies or investigations that may be needed to inform the design and development for the Park and Water Avenue Streetscape.
- 1.11 Task One Deliverables:
 - Project Management Plan
 - Public Involvement Plan
 - Critical Path Schedule
 - Permit Matrix
 - Summary of Existing Conditions - Memorandum
 - Topographic Survey
 - Site Base Plan
 - Tree Inventory
 - Geotechnical Review Memorandum
 - Program Needs Summary
 - Site Analysis and Opportunities and Constraints Diagrams
 - Meeting minutes

2. 30% Design (4 Months: December 2019 – March 2020)

- 2.1 Bi-weekly Meetings – Walker Macy will attend meetings (via teleconference or in Portland) with client and design team to review design efforts and to coordinate our work.

- 2.2 Technical Advisory Committee (TAC) Meeting #1 – At the first TAC meeting we will confirm overall vision and goals to guide the design of the park and streetscape. The team will present site analysis diagrams, and confirm desired program. Our team will incorporate feedback from the TAC into presentation materials for Community Meeting #1
- 2.3 Community Meeting #1 – At the first Community Meeting, the team will build on prior work completed, present Site Analysis diagrams and confirm preferred park program elements, with tangible tools that create a visual community conversation.
- 2.3.1 Email Blast – Notify the interested parties list of the community meeting.
 - 2.3.2 Fact Sheet/Newsletter/Flyer – A mailable flyer will help promote the community meeting and serve as a handout at the event.
 - 2.3.3 Online Open House 1 - Materials from the community meeting will be shared online in an interactive format and will include questions from the community meeting comment form and allow for broader public feedback.
- 2.4 Agency Pre-Application Meetings – Up to two pre-application meetings will be held with regulatory agencies to present conceptual design and get input about agency concerns related to permitting. Agency coordination will include the City of Albany, U.S Fish and Wildlife (USFWS), US Army Corps of Engineers (USACE), National Marine Fisheries Service (NMFS), Oregon Department of State Lands (DSL), Oregon Department of Fish and Wildlife (ODFW), ODOT Rail, and tribal governments. We have found that engaging agency partners as early as possible is important to identify permit issues that may affect design elements and to ensure that permits can be obtained without adversely affecting the project schedule. Develop Alternatives – Using the information gathered in task 1, and feedback from the TAC, regulatory agencies, and community as a guide, the team will develop three unique design concepts for the park and public open space located along the Willamette River. Concepts will be described with illustrative site plans sections/elevations, perspective renderings, and precedent image boards.
- 2.5 Order of Magnitude Cost Estimates – Based on the illustrative materials, prepare rough order of magnitude cost estimates for each concept
- 2.6 TAC Meeting #2 – Present initial design concepts to the TAC. We will incorporate feedback prior to Community Meeting #2.
- 2.7 Community Meeting #2 – Prepare presentation graphics and present three concept design options to the public to solicit feedback in an interactive community-centric format.
- 2.8.1 Email Blast – Notify the interested parties list of the community meeting.
 - 2.8.2 Fact Sheet/Newsletter/Flyer – A mailable flyer will help promote the community meeting and serve as a handout at the event.
 - 2.8.3 Online Open House 2 - Materials from the community meeting will be shared online in an interactive format and will include questions from the community meeting comment form and allow for broader public feedback.
- 2.8 TAC Meeting #3 – Review community input on design concepts and discuss emerging themes and preferred direction for design refinement.

- 2.9 Design Refinement – Based on input from ARA, TAC, regulatory agencies, and the community, the team will develop a single preferred design concept.
- 2.10 Geotechnical Exploration and Reporting - Geotechnical analysis will be conducted for the site to evaluate subsurface conditions as documented in previous studies, identify data gaps and completed additional geotechnical investigations as required to develop geotechnical design criteria for the proposed site elements.
- 2.11 Presentation to Policy Makers – Present the preferred design concept to Planning commission, City Council and key stakeholders.
- 2.12 30% Design Package – Prepare final 30% Design Package for the open space and Water Avenue Streetscape. Deliverables include:
- Demolition and Erosion Control Plans
 - Utility / Stormwater Plans
 - Site Plan / Materials Plan
 - Sections / Elevations
 - Grading Concept Plan
 - Architectural Plans and Elevations
 - Water Ave. ROW Plans
 - Image boards describing proposed design concepts and materials
- 2.13 Cost Estimate – Based on the 30% Design Package, we will prepare a preliminary cost estimate for the project.
- 2.14 30% Design Review – Following submittal of the 30% Design Package, the team will meet with representatives from ARA and City of Albany staff to review the 30% Design Package. Comments will be incorporated at the beginning of the 60% design phase.
- 2.15 Task 2 Deliverables:
- Presentation Materials describing programming and site assessment (based on Task #1) for TAC Meeting #1 and Community Meeting #1
 - Presentation Materials including Illustrative Site plan, Elevations/Sections and Perspectives for three concepts – to be used in TAC Meeting #2 and Community Meeting #2.
 - Online Open House Materials aligning with Community Meeting #1 and #2 Milestones.
 - Illustrative Site plan, Elevations/Sections and Perspectives for preferred concepts
 - Geotechnical Report
 - 30% Design Package
 - Cost Estimate
 - Meeting Minutes

3. 60% Design (3 Months: April – June 2020)

- 3.1 Bi-weekly Meetings – Walker Macy will attend meetings (via teleconference or in Portland) with client and design team to review design efforts and to coordinate our work.
- 3.2 TAC Meeting #4 – At the start of 60% Design the team will present the 30% Design to the TAC, and summarize comments received from Community Meeting #2. We will incorporate comments prior to Community Meeting #3.

- 3.3 Community Meeting #3 – Prepare presentation graphics and present the preferred design concept to the public to inform the community of the design progress and solicit feedback.
- 3.3.1 Email Blast – Notify the interested parties list of the community meeting.
 - 3.3.2 Fact Sheet/Newsletter/Flyer – A mailable flyer will help promote the community meeting and serve as a handout at the event.
 - 3.3.3 Online Open House 3 - Materials from the community meeting will be shared online in an interactive format and will include questions from the community meeting comment form and allow for broader public feedback.
- 3.4 TAC Meeting #5 – Review community input on preferred design concept and discuss direction for design refinement.
- 3.5 Design Refinement – The team will begin refinement towards 60% Design drawings. Refinement will include incorporating ARA, TAC, regulatory agencies, and Policy Maker comments from the 30% Design Presentation, input from comments received at Community Meeting #3, and developing detailed design options for major open space features.
- 3.6 Arborist Draft Report – An ISA Certified Arborist will review site plans and coordinate with the design team regarding recommendations for tree removal and protection and prepare a written arborist report based on the 60% Tree Removal Plans to satisfy tree protection requirements in accordance with Article 9 of the Albany Development Code.
- 3.7 60% Design Package – The team will prepare a 60% Design Package. Deliverables will include:
- Illustrative Site Plan
 - Demolition and Erosion Control Plans
 - Tree Removal/Mitigation Plans
 - Utility and Stormwater Plans
 - Materials Plans
 - Grading Plans
 - Lighting and Furnishing Plans
 - Soils Plans
 - Irrigation Conceptual Zone Plans
 - Planting Area Plans – noting plant types
 - Electrical Plans
 - Architectural Plans
 - Water Ave. ROW Plans
 - Structural Plans and Details
 - Specifications in CSI outline format
 - Additional plans required for permit applications
- 3.8 Cost Estimate – Based on the 60% Design Package, we will prepare a detailed cost estimate for the project.
- 3.9 Funding and Implementation Strategy Draft - Tax increment financing will be the cornerstone for funding key infrastructure projects and development subsidies as part of this project. This document will outline other alternative funding and financing strategies that the agency will consider as it implements a phased redevelopment of Albany's waterfront. In this task, we will

compile and vet a list of potential implementations strategies for the site, based on established cost estimates and preliminary phasing considerations. This document will include a detailed funding strategy for near-term investments, and a higher-level strategy of funding strategies for later phases. This deliverable will also include a set of draft implementation considerations for review with the TAC.

3.10 Operations and Maintenance Budgeting Analysis – The city will provide the team with historic Operations and Maintenance costs, as well as trends. The team will use this information to develop anticipated ongoing operation costs, based on the final design. The team will prepare draft information and provide it to the city for review.

3.11 60% Design Review – Following submittal of the 60% Design Package, the team will meet with ARA and City of Albany staff to review the Design Package. Comments will be incorporated at the beginning of the 90% design phase.

3.12 Task 3 Deliverables:

- Presentation Materials for TAC Meeting #4 and #5 and Community Meeting #3
- Online Open House Materials aligning with Open House #1 and #2 Milestones.
- 60% Design Package
- Funding and Implementation Strategy – Draft
- Operations and Maintenance Assessment - Draft
- Cost Estimate
- Meeting Minutes

4. 90% Design (3 Months: July 2020 – September 2020)

4.1 Bi-weekly Meetings – Walker Macy will attend meetings with client and design team to review design efforts and to coordinate our work.

4.2 90% Design Documentation – At the start of 90% design we will respond to comments and permit requirements and will review the construction budget, schedule and milestones. The project management plan and critical path schedule will be updated as required.

4.3 Value Engineering – Prior to 90% submittal, revise Construction Drawings to reflect approved Value Engineering scope.

4.4 Construction Phasing Plan – Develop an approach to construction phasing considering project priorities, funding opportunities and sequencing considerations.

4.5 Funding and Implementation Strategy and Operations and Maintenance Budgeting Analysis – Refine the funding strategy and O&M Budgeting Analysis based on the final design and documentation outcome.

4.6 90% Design Package – Produce and submit 90% Design Documents. Deliverables to include:

- Water Ave. ROW Plans – to include all street improvements and work within the Public Right of Way
- Demolition and Erosion Control Plans
- Tree Removal/Mitigation Plans
- Final Arborist Report

- Utility and Stormwater Plans
- Materials Plans
- Grading Plans
- Lighting and Furnishing Plans
- Soils Plans
- Irrigation Plans
- Planting Plans
- Electrical Plans
- Architectural Plans
- Structural Plans and Details
- Construction Details
- Specifications in CSI format

4.7 Cost Estimate – Prepare detailed cost estimate at 90%.

4.8 Plan Review – Following submittal of the 90% Design Package, the team will meet with ARA and City of Albany staff to review the Design Package. Comments will be incorporated into the 100% Documents.

4.9 Funding and Implementation Strategy Final Report – Based on the feedback received, the team will revise and finalize the Funding and Implementation Strategy Report.

4.10 Operations and Maintenance Budgeting Analysis – Based on the feedback received, the team will revise and finalize the Operations and Maintenance Assessment Report.

4.11 Draft Master Plan Report – Prepare a draft final report for stakeholder review. The Master Plan shall be a compilation of work done during the course of the project, and be prepared to serve as a reference document as future phases of the project are developed. We anticipate the documentation in the Master Plan shall include:

- Final Concept Plans and presentation materials
- Record of Outreach and Engagement Efforts
- Phasing Information

4.12 Cost EstimatesFinal Master Plan Report – Based on feedback provided in draft Master Plan, prepare final Master Plan Report for adoption by City Council.

4.13 City Council Presentation

4.14 Task 4 Deliverables:

- 90% Design Package
- Cost Estimate
- Final Funding and Implementation Strategy Report
- Final Operations and Maintenance Budgeting Analysis Report
- Draft Master Plan Report
- Final Master Plan Report
- Meeting Minutes

5. Permitting Services and 100% Documents

5.1 Land Use and Environmental Permits –The type and timing of submittal of permit applications will depend on the nature of proposed public improvements, as well as any private development envisioned in the area. Potential permits include:

City:

- Erosion prevention permit
- Floodplain development permit
- Natural resources impact review
- Willamette River Greenway Use application
- Site Design Permit (Streetscape Improvements)
- Conditional Use Permit

State:

- ODSL removal-fill and supporting documents including
- Wetland delineation report
- Wetland mitigation plan
- ODFW coordination and documentation

Federal:

- Notice of Intent and SWPPP
- FEMA No Rise letter, if applicable.
- Joint permit application to USACOE
- No Effect letter

5.2 Construction Permits – The 90% Design Documents will be submitted for Permits. We will meet with City staff, respond to checksheet comments, and revise drawings as required to obtain permits. Permits anticipated include:

- Site Development
- Public Works

5.3 100% Construction Documents – Produce and submit 100% Construction Documents after all 90% Documents have been approved for permits. Deliverables to include:

- Water Ave. – Public Works ROW Plans
 - to include all street improvements and work within the Public Right of Way
- Demolition and Erosion Control Plans
- Tree Removal/Mitigation Plans
- Utility and Stormwater Plans
- Materials Plans
- Grading Plans
- Lighting and Furnishing Plans
- Soils Plans
- Irrigation Plans
- Planting Plans
- Electrical Plans
- Architectural Plans

- Structural Plans and Details
- Construction Details
- Specifications in CSI format

5.4 Project Closeout – Provide CAD Files

5.5 Virtual Tour/Interactive – Produce an interactive online tool that allows the public to visualize process outcomes using simulated images and video.

5.6 Public Involvement Summary – Produce a draft and final summary of all public engagement activities conducted during the process and identify lessons learned that will benefit future phases and projects.

Additional Considerations:

6. URA Plan Amendment

- 6.1 Review existing UR Plan: goals and objectives, projects, relationship to comprehensive plan, amendments
- 6.2 Determine Amendment type
- 6.3 Review projects remaining in existing plan and ask City staff for project costs
- 6.4 Review remaining Maximum Indebtedness and capacity for new projects. Analyze whether existing MI can cover this project or if new MI needs to be obtained.
- 6.5 Provide financial analysis of reaching MI and adding new projects (alternate item)
- 6.6 Prepare amendment, assuming no new MI and project meeting the CARA goals and objectives, no public meetings
 - Agency staff report, resolution
 - Plan Amendment
 - Report on Plan Amendment
- 6.7 Prepare substantial amendment (alternate item)
 - There are many steps to a substantial amendment and these can be outlined in the future if this is determined to be a substantial amendment.

FEES:

We propose the following fees:

1. Project Start Up and Site Analysis	\$244,436.00
2. 30% Design	\$518,151.00
3. 60% Design	\$524,045.00
4. 90% Design	\$583,862.00
5. Permitting Services	\$480,822.00
6. URA Plan Amendment	<u>\$8,430.00</u>

Total: \$2,359,746.00 *including expenses**

We propose to bill monthly on a percentage of completion per phase. Basic expenses including travel, per diem, printing and calls are included in the total fee.

*The above fee is all inclusive with the exception of allowances for the following possible services for SD through CD. We will get approval from the City of Albany prior to engaging subconsultants for these additional efforts:

- Structural Testing on the Pier Structures – \$15,000
- Acoustical Engineering - \$28,000
- Audiovisual Engineering - \$21,500
- Cultural Resources Assessment - \$16,100

Optional Tasks (not included in base fee):

7. Bidding

- 9.1 Produce Bid Set documents.
- 9.2 Attend pre-bid conference.
- 9.3 Prepare addenda during bid period as necessary.
- 9.4 Assist in review of bids.
- 9.5 Deliverables:
 - Bid drawings based on approved Permit Documents.

8. Services During Construction

- 8.1 Develop “For Construction” set of Construction Documents.
- 8.2 Attend pre-construction meeting.
- 8.3 Review product submittals and shop drawings; respond to requests for information, produce change orders and clarification drawings as needed.
- 8.4 Provide geotechnical observation during construction.
- 8.5 Attend number project meetings and Construction Observation site visits.
- 8.6 Attend substantial completion walk-throughs and develop a punch lists.
- 8.7 Attend final acceptance walk-throughs to review completion of the punch lists.

9. Construction Surveying

- 9.1 Provide survey services during and after construction to identify locations of proposed elements and to provide a final as-built survey of built conditions.

10. Project Closeout

- 10.1 Prepare record (or as-built) documents (digital) for all work within our scope based on contractor provided record (or as-built) drawings in CAD format.