

Exhibit A
Final Design Scope of Services – Amended

Chipman Road
(View High Drive to Bent Tree Drive)
Lee’s Summit Project No. 73-3221

General Scope of Services

Chipman Road final plans were submitted and the project was put on hold in April 2012. The purpose of this contract amendment is to provide professional design services to restart the project and finalize the construction plans for Chipman Road from View High Drive to Bent Tree Drive.

Detailed Scope of Services

Section 1 – Preliminary Plans

- 1.1. Attend up to 4 progress meetings with the City staff and the design team throughout the Preliminary Design Phase to review plan development, discuss design issues, and obtain information to complete the plans. It is assumed that progress meetings will be held at Lee’s Summit City Hall.
- 1.2. Per the City’s request, the design will be revised as follows:
 - 1.2.1. Station 10+38 to Station 45+73 – Add sidewalk to the south side of the road.
 - 1.2.1.1. Update typical sections
 - 1.2.1.2. Revise plan layout
 - 1.2.1.3. Update intersection detail at Edgewood Drive
 - 1.2.1.4. Modify bridge to include concrete barrier and remove guardrail.
 - 1.2.1.5. Update cross sections to include sidewalk and revised grading near bridge.
 - 1.2.2. Station 45+73 to Station 57+65 – Add on street bike lanes (15-foot lanes), add 6-foot sidewalk to the south side of the road adjacent to the curb, replace 10-foot trail with 6-foot sidewalk on the north side of the road adjacent to the curb. The preference is to avoid expanding easement requirements.
 - 1.2.2.1. Update typical sections
 - 1.2.2.2. Revised plan layout (edge of pavement, curbs, sidewalks, grading limits)
 - 1.2.2.3. Modify drainage design (inlet plan offsets, pipe profiles, and hydraulics)
 - 1.2.2.4. Modify driveways (plan layout and profiles)
 - 1.2.2.5. Revise street lighting layout
 - 1.2.2.6. Modify Retaining Wall C, D, & E to accommodate sidewalk/bike lanes
 - 1.2.2.7. Revise intersection details (Bent Tree)
 - 1.2.2.8. Revise pavement marking and signing
 - 1.2.2.9. Update erosion control
 - 1.2.2.10. Revise cross sections
 - 1.2.3. Add a right turn lane for eastbound Chipman Road into the United Methodist Church. Modify the existing drainage system on the church property as required to accommodate the turn lane.

- 1.3. Plans will be revised based on comments received from the City during their April 2012 plan review as appropriate based on the addition of sidewalks and bike lanes. A written list of the City comments will be assembled into a single document and distributed to the team members for their use during this plan development phase.
- 1.4. Perform a supplemental field survey at the following locations:
 - 1.4.1. Tie-in locations
 - 1.4.2. Utility Revisions
 - 1.4.3. United Methodist Church development east of View High Drive and south of Chipman Road, including new storm sewer.
 - 1.4.4. The design basemap will be updated based on the new survey data.
- 1.5. Plans will be revised based on new development that has occurred since April 2012.
- 1.6. Plans will be updated to current City standards, including:
 - 1.6.1. Standard details will be updated to the City's current standards including, but not limited to, ADA, street lighting, water, sewer, etc.
 - 1.6.2. Typical Sections will be updated to sidewalk cross slope requirements.
 - 1.6.3. Intersection details will be revised based on the City's current ADA standards.
- 1.7. Water Main Design
 - 1.7.1. Revised the alignment of the water main along to be located under the sidewalk on the north side of Chipman Road.
 - 1.7.2. Revise the layout/connections of the water main at Edgewood Drive per City comments.
 - 1.7.3. Connect the proposed water main to the bridge.
 - 1.7.4. Revise the connection at Bent Tree Drive to accommodate recent improvements.
 - 1.7.5. Extend the proposed 12" water main south from View High to connect with the recent improvements at the Weinel Addition, approximately 2750 feet. Additional Survey will be required for this work. The survey corridor will extend from the curb along View High east approximately 60 feet and will include all manmade features along with elevations. Property and right-of-way lines will be developed using found property corners and title reports provided by the City. The proposed water main will be located within a private easement on the east side of View High Drive. Plan and profile sheets will be prepared and included in the plan set.
- 1.8. Traffic Signal Design – Chipman Road and View High Drive
 - 1.8.1. Obtain signal warrant analysis from KCMO. Assume that the analysis has current and future 24 hour, AM peak, and PM peak traffic counts.
 - 1.8.2. Determine traffic signal design criteria, including equipment, detection, communication, etc.
 - 1.8.3. Prepare conceptual signal layout and schedule a concept review meeting with Lee's Summit and KCMO staff.
 - 1.8.4. Develop signal timings.
 - 1.8.5. Update and prepare preliminary plans from review meeting comments. Standard KCMO signal details to be included with the plan set.

- 1.9. **Opinion of Probable Construction Cost:** The Consultant shall prepare an Opinion of Probable Construction Cost using standard City bid items and recent bid tabs provided by the City and for the metropolitan area.
- 1.10. **Quality Assurance / Quality Control:** Provide a quality assurance/ quality control (QA/QC) review of the Preliminary Plans.
- 1.11. **Preliminary Plan Submittal (City):** Preliminary Plans will be submitted to the City for review and comment (4 sets - 11"x17", 4 sets – 22"x34").
- 1.12. **Preliminary Plan Review Meeting:** WCI shall meet with City staff and perform a site review of the design to compare the preliminary plans with the actual field conditions.
- 1.13. **Public Meeting:** Attend a public information meeting with City Staff to present the plans and kick off the property acquisition phase. It is anticipated that the public meeting will be an open house format. The public meeting location will be reserved by the City. WCI shall provide all exhibits and handout material.

Section 2 – Right-of-Way Plans

- 2.1. Based on the comments received from the City, WCI will revise the elements of the design that have an effect on the proposed right-of-way. Color property acquisition plans will be developed for the entire project area showing all current lot, block, subdivision and ownership information. Additional information shown will include horizontal layout of all roadways, existing right-of-way and easement lines, storm sewer and crossroad structures, and grading limits. The right-of-way and easements will be noted on the plans using station/ offset call outs. No additional construction plan sheets or detail sheets will be created for this submittal.

The only revisions that will be made are those that will affect the proposed easements. Any other comments will be noted and addressed in the final plan development phase of the project.

- 2.2. **Update Title Reports:** The City will provide title reports for all affected properties prior to preparing the Right-of-Way Plans.
- 2.3. **Update a colored tract map (8.5"x11")** for each tract requiring a property taking. Tract maps will be in accordance with the City's requirements for easement sketches. Information shown will include the existing features such as houses, driveways, trees, sidewalk, etc.; horizontal layout of all roadways; existing and proposed easement lines; storm sewer and crossroad structures; grading limits; and summary of taking areas for the tract. It is estimated that forty three (43) properties will be involved.
- 2.4. **Update/prepare legal descriptions** of each taking for each tract in accordance with the City's requirements. It is estimated that eighty six (86) descriptions will be prepared. A closure/error report will be provided for each legal description.

- 2.5. Submit one (1) set of colored property acquisition plans (22"x34"), tract maps (8.5"x11"), and descriptions to the City for review.
- 2.6. Revise the property acquisition plans, tract maps, and descriptions to address the City's comments.
- 2.7. Submit two (2) sets of colored property acquisition plans (22"x34"), tract maps (8.5"x11"), and descriptions to the City for use in acquiring the easements.
- 2.8. The Surveyor will stake the proposed right-of-way and easements for up to five (5) properties as requested by the City during property acquisition. Stakes will be wood lath with flagging, spaced at a maximum of fifty (50) feet and located at all PI's.
- 2.9. Revise the property acquisition plans, tract maps, and descriptions due to land acquisition negotiations between the City and property owner. Efforts for major revisions (i.e. alignment modifications, retaining wall design, etc.) due to land acquisition negotiations between the City and property owner will be negotiated as Additional Services.

Section 3 – Final Plan Development

- 3.1. Attend up to two (2) progress/coordination meetings with the City staff, Jackson County, KCATA, and the design team for project coordination, discussion of design issues and obtain information to complete the plans. It is assumed that progress meetings will be held at Lee's Summit City Hall.
- 3.2. Attend up to 4 progress meetings with the City staff and the design team throughout the Final Design Phase to review plan and report development, discuss design issues, and obtain information to complete the plans and report. It is assumed that progress meetings will be held at Lee's Summit City Hall.
- 3.3. Based on the comments received from the City during their Preliminary Plan review, construction plans will be revised. A written list of the City comments will be assembled into a single document and distributed to the team members for their use during this plan development phase.
- 3.4. The Consultant will develop a project manual using the City's standard "front-end" documents, prevailing wage rates, general provisions, and technical specifications. The Consultant will prepare any special provisions that are required.
- 3.5. Opinion of Probable Construction Cost: The Consultant shall prepare an Opinion of Probable Construction Cost using standard City bid items.
- 3.6. Quality Assurance / Quality Control: Provide a quality assurance/ quality control (QA/QC) review of the Construction Plans and Project Manual.
- 3.7. Final Plan Submittal (City): Final Plans will be submitted to the City for review and comment (4 sets - 11"x17", 4 sets – 22"x34", Project Manual).

- 3.8. Final Plan Review Meeting: WCI shall attend a Final Plan review meeting with City staff to review comments on the final plans and specifications.
- 3.9. KCMO Coordination Meeting: Attend a project coordination meeting with the City of Kansas City to review the Final Plans.
- 3.10. Bid Documents: The final plans will be revised based on the comments received from the City at the final plan review meeting.
- 3.11. Final Plan Public Meeting: Attend a public information meeting with City Staff to present the Final Plans and kick off the property acquisition phase. It is anticipated that the public meeting will be an open house format. The public meeting location will be reserved by the City. WCI shall provide all exhibits and handout material.

Section 4 – Environmental Design and Permitting

- 4.1. Environmental Permitting: WCI will prepare, submit, and communicate information for the following environmental permits which are anticipated for the project. The City will provide assistance as needed.
 - 4.1.1. US Army Corps of Engineers Nation Wide Permit (NWP) Memo.
 - 4.1.2. Land Disturbance (City issued)
 - 4.1.3. Floodplain Development Permit (City application)
 - 4.1.4. Missouri Department of Natural Resources Water Main Replacement
 - 4.1.5. Missouri Department of Natural Resources Sanitary Sewer Replacement
- 4.2. Environmental Impact Information: Prepare environmental impact information to the extent required for permitting including applications, plans, and other supporting documentation.
- 4.3. Storm Water Pollution Prevention Plan (SWPPP): Prepare a Storm Water Pollution Prevention Plan as required by the Missouri Department of Natural Resources for the Land Disturbance Permit.
- 4.4. Survey as-constructed elevations of Chipman Road and update the previously completed Cedar Creek Bridge HEC-RAS model to include the improvements.
- 4.5. Prepare the Request for Letter of Map Revision (LOMR) with required technical data and FEMA forms (i.e. MT-2 forms 1, 2, and 3) required for the project. Technical data will include:
 - 4.5.1. Project maps showing the project location, floodplain, floodway, cross sections, hydraulic structures, and topographic information.
 - 4.5.2. Annotated FIRM panel
 - 4.5.3. HEC-RAS output including profile sheets

The City will be responsible for submitting the LOMR to FEMA for approval. The City will also be responsible for any associated review fees required by FEMA. WCI will coordinate with and address FEMA review comments.

Section 5 – Utility Coordination

- 5.1. Initial Utility Meeting: A meeting with utilities in the project area will be initiated to organize the location of their facilities and collect any information regarding company contacts, existing and proposed plans, and provide a schedule for future review of plan submittals and possible relocation of their facilities. The existing utility basemap along with the proposed improvements will be reviewed during this meeting. Utilities include, but are not limited to electric, fiber optic, telephone, gas, water, and sewer.
- 5.2. Final Plan Utility Meeting: One (1) “true” half size (11” x 17”) set of Final Plans will be provided to each utility company that has facilities located within the project corridor two weeks prior to the utility meeting. The purpose of this plan meeting is to provide the utility companies with a set of plans so they can begin the process of developing relocation plans as needed based on the design layout and limits of construction.
- 5.3. Design Progress Utility Meetings: The Consultant will attend up to four (4) coordination meetings with the utility companies (electric, fiber optic, telephone, gas, water, and sewer) to review plans for the relocation of their facilities. Coordination between the various utilities will be discussed.
- 5.4. The Surveyor will stake the proposed right-of-way along the project corridor for the utility companies to use during relocations. Stakes will be wood lath with flagging, spaced at a maximum of one hundred (100) feet and located at all PI’s.
- 5.5. Utility Relocation Plans: The Consultant will prepare Utility Relocation Plans, to be included on the final plan set. The Utility Relocation Plans will be based on the utility coordination meetings and included for Contractor Information only.
- 5.6. Utility Conflict Report: The Consultant will prepare and maintain a Utility Conflict report that will log potential conflict locations between the proposed improvements and the existing utilities. A KMZ file will be prepared and submitted to the City with the proposed utility relocations.

Section 6 – Bidding Services

- 6.1. The Consultant will post bid documents to Quest CDN for electronic bidding. The Consultant will advise the City and respond to questions prior to the bid opening from contractors, subcontractors, or suppliers. The Consultant will prepare any addendums to the project drawings and/or contract specifications as required.
- 6.2. The Consultant will attend and conduct a pre-bid meeting. Meeting minutes will be provided by the Consultant and distributed to the proposed bidders in the form of an Addendum.

- 6.3. The Consultant will attend the bid opening, assist the City with evaluating the bids, and provide a recommendation of bid award.

Section 7 – Post Design Services

- 7.1 Post design services unless specifically indicated in Section 5 will not be a part of this contract. This work will be negotiated as an additional service once a bid date has been set by the City.

Optional Services

Phase O.1 – Location of Existing Underground Utilities (Potholing)

The Consultant will locate specific underground utilities that may be in conflict with the proposed improvements. The Consultant hire a non-destructive excavation company, this will be provided as a direct pass through expense. It is assumed that a maximum of ten (10) locations along the corridor will be excavated and surveyed.

Phase O.2 – Rock Island Trail Connection

If requested by the City, the Consultant will design a trail connection between Chipman Road and the proposed Rock Island Trail. To avoid an at-grade crossing of Chipman Road, the connections will be designed on both the north and south sides of the road.

City Responsibilities

1. City will provide the City standard details to the Consultant for use in the project. The standard details will be modified as needed for this specific project.
2. City will notify all property owners along the project of any public meetings.
3. City shall arrange and provide the facilities for all public meetings.
4. City will provide recent bid tabs to assist in the development of cost estimates.
5. The City will acquire all proposed right-of-way and easements, if required.
6. The City will obtain all necessary permits from the State or Federal agencies. The Consultant will assist the City as noted in Section 4. Any additional environmental clearance reviews will be negotiated as an additional service. No environmental investigations, permits or services are included except as specifically identified.
7. Project will be prepared in English units, full-size plan sheets are to be 22" x 34".
8. The Consultant will not be completing a property boundary survey, nor will the Consultant be responsible for setting new property corners if they are missing. Section corners that will be disturbed by construction activities will be noted on the plans and included as a bid item for replacement.
9. Any work requested by the City that is not included in the basic services will be classified as supplemental services. Supplementary services shall include, but are not limited to the following:
 - a. Changes in the scope, extent, or character of the project.
 - b. Revisions to the plans when inconsistent with previous approvals or instructions by the City.
 - c. Updating plans to reflect development that has occurred after the Final Plans are complete.
 - d. Plan revisions required by right-of-way negotiations.

Items Not Included in the Scope of Services

1. Preparation of a cultural resources survey.
2. Major design revisions or modifications created by negotiations between the City and the property owner during property acquisition as outlined in Section 1.
3. Post-design services including, but not limited to, review of shop drawings, construction observation, construction staking, and preparation of construction record drawings.
4. US Customary (English) units of measure will be used in developing the design, construction plans, supplemental specifications, quantity estimates and estimates of probable construction cost for the bridge and retaining wall improvements.
5. Channel change work, other than directly at the inlet and/or outlet end of roadway drainage structures, will not be required.
6. Retaining wall design other than modular block and/or integral sidewalk/retaining walls. Should structural retaining walls be required, the design will be negotiated as additional services.
7. State and/or federal funds are not available for construction of the improvements.