



Barry J. Hosmer, ASLA
Landscape Architect

196 Whitney Avenue, Portland, Maine 04102 207-874-0248

June 21, 2010

Mr. Robert Spencer
City Brook Trail Planning Committee
15 Chestnut Street
Charlestown, Massachusetts 02129

RE: Scope of Work and Cost Estimate for
 Conceptual Planning and Design for City Brook Trail
 Waterford, Maine

Dear Mr. Spencer:

Barry J. Hosmer - Landscape Architect (BJHLA) and Oak Engineers, LLC (Oak) are pleased to submit this proposed scope of work and cost proposal to provide professional services for conceptual design development and conceptual cost estimates for the proposed City Brook trail from Keoka Lake to Bear Pond in the Town of Waterford, Maine. This letter proposal is in response to your request for assistance in providing the proposed professional services.

PROJECT UNDERSTANDING

When we attended your meeting on May 15th, we had anticipated that your group was really in the very preliminary stages of planning this trail. You surprised us with your comprehensive understanding of the trail corridor and the many natural, cultural and historic attributes this area contains. In addition, the work that you (Robert Spencer) have completed in conceptual planning of the trail corridor will be extremely helpful as this project moves forward. Sawin Millett, the ranking Republican on the Appropriations & Financial Affairs Committee, also appears to be very interested in the project and could be of great help in finding funding opportunities. You have also been in touch with the NPS Rivers and Trails Conservation Assistance Program and they can be a valuable member of the overall design team.

What isn't clear is the vision for the trail it self. Is this trail to be a single track hiking trail or a 5' or so, wide graded walking path? Either option has its merits.

The former would provide a natural trail through the woods with the least amount of impact on the natural environment. It still would require several street crossings, but would essentially be a hiking trail much like any state forest, park or AT type trail. Considerations that would need to be included would be attention in wet areas, erosion and steep slopes. Stream crossings would utilize existing road crossing locations. This type of trail would not require any environmental permitting, or assistance in planning from civil engineers or landscape architects, simply agreement from the property owners for a easement to cross their land. The downside of this approach is that it is the most limiting in terms of users. Only the more adventurous and physically fit user will likely use this type of trail. Those that have more

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difficulty walking, young children or even those less prepared, footwear wise would likely not use this trail.

The other approach would be to locate and design a more formal 5'+ wide graded gravel surfaced trail that would be more accessible to a wider user group. The trail would be designed to an agreed upon standard including analysis of slopes, designed road crossing and potential off road stream crossings. Street crossings would meet town and MDOT standards. It would be sensitive to the environment in wet areas and treat erosion and steeper slopes with care. This approach would also require the same easements from landowners. This type of solution may attract a wider base for state and federal funding, as well as interest from local lodging establishments including the Bear Mountain Inn, Waterford Inn and Lake House Inn, because it would attract a wider user group. A well designed trail may even be able to be used for cross country skiing and certainly snow shoeing in the winter. This expanded user group, many of whom may be staying at the local Inn's, might include those interested in the history and old mill sites of City Brook, they may be birders or interested in the flora of the corridor, or they may simply be interested in a beautiful walk in the woods. Certainly a trail of this type would be very modest in relation to the grand carriage trails of Acadia, but it could be known as a regional destination.

If this solution is more along the idea that your group is envisioning, planning, permitting and design assistance would be necessary. Our teams experience could be put to great use as an asset to compliment the work you have already accomplished and the expertise you already possess. We are hikers, bikers, birders, lovers of history and natural places. We have visited many National Parks and have extensively used Acadia and Baxter State Park and have climbed many of the taller mountains in Maine. We feel we are uniquely positioned to assist you in taking this project from concept to completion.

A National Park Service study of a number of years ago showed that only about 5% of park users walked farther than 100 -300 yards from their cars. By planning for and constructing a trail that attempts to make it as accessible to as many potential users as is feasible, insures the best chances for funding and popularity of your proposed project.

SCOPE OF WORK

BJHLA and Oak propose to provide professional services to help the Committee develop conceptual design alternatives and cost estimates for the City Brook trail linking Keoka Lake with Bear Pond. It is anticipated that the Scope of Work will include, but not necessarily limited to, the following work tasks:

Task 1 – Conceptual Design

In conjunction with the Planning Committee and other stakeholders, BJHLA and Oak will develop a conceptual design depicting possible routing alternatives for the new trail alignment using GIS based mapping at an appropriate scale. We will walk the corridor with your committee utilizing a hand held GPS unit, taking readings along the corridor as well as readings for other possible trail alignments, side trails and natural or historic features. This task will include one (1) field visit to walk the proposed project scope and ascertain potential opportunities to incorporate in the design. The product will be a series of aerial GIS drawings noting potential trail and spur locations.

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Task 1A – Conceptual Design Detailing

This effort will identify and detail potential opportunities including trail heads, parking, historical markers, signage and landscaping opportunities and amenities that reflect the historical character of the trail corridor. BJHLA and Oak also anticipate that the drawings will include typical sections and conceptual details for the proposed trail. This task also includes a preliminary traffic analysis of the trail/roadway intersections to facilitate safe pedestrian crossings at these critical points. Additionally, this task will include specific plan graphics of potential trail amenities for public promotion and fundraising activities. The design team anticipates that the conceptual design will not require site survey, which is not included in this task.

Task 2 – Cost Estimates

BJHLA and Oak will develop conceptual cost estimates for the preferred alternative. Oak recommends that the trail corridor be broken into discrete segments and that conceptual estimates are developed for each discrete segment. This will allow the trail construction to be designed and constructed in phases which will be easier to fund and may generate excitement for the trail infrastructure, which in turn may increase funding opportunities.

Task 3 – Meeting Attendance and Public Participation

BJHLA and Oak anticipate that several meetings will be required during the conceptual design process. This task budget includes one (1) kick off meeting with the Committee, one (1) progress meeting to present the conceptual design, one (1) meeting with the Board of Selectmen and one (1) public meeting to solicit input on the trail design. BJHLA and Oak would be happy to adjust the number and type of meetings as required by the Committee.

Task 4 – Permitting Analysis

BJHLA and Oak will provide a brief analysis of the project permitting requirements to ascertain what permitting will be required for trail development on a local, state and federal level. This task will include one scoping meeting with the Maine Department of Environmental Protection (MDEP) and the development of a brief technical memorandum outlining the permitting steps and potential costs required for the project scope.

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PROJECT BUDGET

Based on our current understanding of the Project, we have developed an estimated cost range for the above described tasks:

Task	Description	Professional Fees
Task 1	Conceptual Design	\$4,500 to 5,500
Task 1A	Conceptual Design Detailing	\$4,130 to 5,030
Task 2	Cost Estimates	\$1,430 to 1,590
Task 3	Meeting Attendance and Public Participation	\$2,650 to 2,930
Task 4	Permitting Analysis	\$1,290 to 1,450
	Total Direct Expenses *	\$1,620 to 1,800
TOTAL ESTIMATED COST		\$15,620 to 18,300

* Direct Expenses include Traffic Engineering, equipment rental, miles, postage reproductions etc.

The Committee will be billed monthly on a time and materials basis.

SCHEDULE

BJHLA and Oak understand that the Committee is interested in moving forward with the project in the near term. With this in mind, BJHLA will coordinate with the Committee to schedule a kick off meeting once we receive an authorization to proceed.

AUTHORIZATION

If you are in agreement with the terms of this proposal, please indicate your acceptance by signing in the space provided below. BJHLA will forward a service contract upon acceptance of the proposal.

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If you have any questions regarding this proposal, please feel free to call us at your earliest convenience. We are flexible on the project approach and should you be interested in contacting only a few selected tasks at this time, we would be pleased to work with you and set up our agreement to reflect your deires.

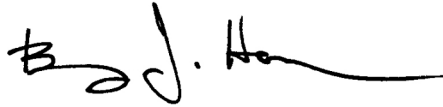
Sincerely,

OAK ENGINEERS, LLC



Steven S. Johnson, P.E.
Senior Project Manager
SSJ:BJH:jsl
Attachments

Barry J. Hosmer Landscape Architect



Barry J. Hosmer, L.A.
President

APPROVED AND ACCEPTED BY THE CITY BROOK TRAIL COMMITTEE:

Signature: _____

Name (print or type): _____

Title: _____

