

September 18, 2025

Mr. Craig Light, P.E.  
Engineering Director  
City of Jonesboro  
300 S. Church  
Jonesboro, AR 72401

**Re: Marion Berry Parkway Multiuse Trail  
Revised Scope & Lighting Design  
Jonesboro, Arkansas**

Mr. Light:

Pickering Firm, Inc., herein known as Pickering (the "Consultant"), is pleased to submit this Scope of Work and Fee Proposal to the City of Jonesboro, herein known as the City (the "Client"), for providing Professional Engineering services for the development of the above referenced project. Our scope of services, schedule, and fee are shown below.

### **General Project Description**

Pickering was contracted to perform surveying and design services for multiuse trail along Marion Berry Parkway. The improvements were based on a schematic level design, completed by Pickering, that reduced the existing travel lane width to allow the addition of a multiuse trail on the west side of road and maintaining a sidewalk on the east side of the road. The schematic design utilized a concrete barrier wall full length of the project to separate the vehicular traffic from the pedestrians. This allowed the western most edge of the proposed multiuse trail to match the western most edge of the existing sidewalk reducing the complexity of the design and existing light pole interference.

After further discussion of the design and incorporation of Arkansas State University staff to the team the decision was made to reduce the concrete barrier wall locations and length to just the bridge areas and provide a 6-foot grass buffer strip in all other locations to separate vehicular traffic from the pedestrians. The was considered by the team to be a more aesthetic fit with A-State's vision with this being a major entrance to the campus. In addition to modifications needed for roadway lighting A-State has requested (2) lighting circuits be added to provide lighting on the concrete barrier wall for logo accent locations on one side of the wall and potential continuous accent lighting on the other side of the wall. A more detailed description of anticipated services is shown below in the Scope of Services.

Note that this modifies the original agreement dated August 26, 2024 covered under PO 50932 issued September 25, 2024. Modifications are as follows:

## **Scope of Services**

### ***Task 3 – Trail Design***

1. The original survey area was limited outside the sidewalk area. To accommodate the widening of the 6-foot grass buffer additional ground surface data is required to properly model side slopes. Pickering will obtain and required surface elevations. Lidar data will be utilized for this requirement.
2. Additional modeling complexity is required to minimize the use of handrails and meet bicycle guidelines. Pickering will review the existing slopes and provide alternatives that are acceptable to both the City and A-State.
3. Pickering will include cross-sections along Marion Berry Parkway will be created to portray the design and construction limits of the side slopes.
4. At the request of A-State and agreed by the City, Pickering will include concrete stairs to the project to provided a more direct route down the eastern slope for sidewalk users.
5. The City has received a Transportation Alternatives Program (TAP) grant for this project. ARDOT submittals and plan approvals will be required. Pickering anticipates ARDOT submittals at stages that match the original proposal. Additional rounds of comments from ARDOT will be addressed.

### ***Task 4 – Lighting Design***

Pickering will provide the following tasks for lighting design:

1. Review requirements, existing sources of power, existing drawings, etc. to establish design criteria.
2. Prepare demolition plans for removing the pole lights and wiring.
3. Select or aid in the selection of lighting fixtures.
4. Prepare new work plans for relocating the existing pole lights and new wiring. Show fixtures and wiring in and on the wall.
5. Provide specifications, on the drawings, for fixtures, wiring, conduit, etc.
6. Check submittals.

### **Items Specifically Excluded**

1. Lighting level photometric calculations
2. Lighting review site visits during design or construction

### ***Project Schedule***

Pickering will begin work as soon as the notice to proceed is received. Completion dates are flexible and will be coordinated with the City to ensure the project is not delayed.

### **Compensation for Basic Services**

We will invoice you monthly based on a percentage of actual work completed. We propose to complete the work in the scope of basic services with the fee basis noted below plus customer reimbursable expenses. No markup will be included for reimbursable expenses.

#### **Task 3 – Trail Design**

**Hourly Fee Not to Exceed..... \$19,801.00**

#### **Task 4 – Lighting Design**

**Lump Sum Fee ..... \$18,400.00**

### ***Additional Services***

If the City requires services beyond what is provided for in the scope of services listed above, said services can be performed based upon a negotiated lump sum fee agreed to by both parties or on the basis of our standard hourly rates plus reimbursable expenses. Additional services will only be performed after written authorization is received.

Please advise if further information is desired and do not hesitate to give me a call at (870) 336-0117 if you have any questions.

Sincerely,

**PICKERING FIRM INCORPORATED**

A handwritten signature in blue ink, appearing to read 'Michael L. Foster', with a stylized flourish at the end.

Michael L. Foster, P.E.  
Project Manager