



FISHER &  
ARNOLD, INC.

ORIGINAL DJ  
9/7/12 9:30am

September 5, 2012

Mayor Harold Perrin  
City of Jonesboro  
515 W. Washington  
Jonesboro, AR 72401

**RE: PROFESSIONAL SERVICE AGREEMENT  
PARKING LOT EXPANSION FOR  
JOE MACK CAMPBELL PARK  
JONESBORO, ARKANSAS**

Dear Mayor Perrin:

We appreciate the opportunity to submit this proposal for expansion of the parking facilities at Joe Mack Campbell Park. Fisher & Arnold, Inc. as you know can provide a full array of planning and design services needed to successfully complete this project. It is our understanding that the scope is to prepare conceptual layouts to maximize the number of parking spaces, prepare construction documents of chosen parking concept, prepare opinion of probable cost and to assist the City in obtaining construction bids on the project.

The different phases or components of our planning and engineering services for this project have been delineated along with the cost for these services. Fisher & Arnold, Inc. can perform all components of this proposal, and if other services are requested, these can be negotiated at a later date. Outside expenses such as filing fees, recording fees, public notification packets and actual expenses incurred directly in connection with the project such as printing, copying, mileage and delivery services shall be reimbursable expenses not included in the lump sum and are to be paid by the Owner.

Please review this proposal carefully. It is our desire that you have a complete understanding of the scope of services prior to signing this agreement. After you review, please let us know if you would like to add, delete or amend any aspect of this proposal.

**SERVICES INCLUDED**

**I. PREPARATION OF PRELIMINARY PARKING LOT LAYOUTS AND DUE DILIGENCE**

- A. Revisions to base map to include playground and pavilions.
- B. Preparation of 3 parking lot concepts to maximize parking spaces.
- C. Preparation of preliminary grading plan to estimate fill requirements.
- D. Preparation of preliminary lighting plan.
- E. Preparation of preliminary opinion of cost estimate.
- F. Client meetings/site visit.

**FEE FOR SERVICE ..... \$6,700.00**

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www.fisherarnold.com

• Architects

• Engineers

• Environmental  
Consultants

• Interior  
Designers

• Landscape  
Architects

• Planners

• Surveyors



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## **II. PREPARATION OF CONSTRUCTION DOCUMENTS FOR PARKING LOT**

- A. Revisions to plan in I.B. above based on City's comments.
- B. Preparation of construction plans and specifications.
  - 1. Site Layout Plan.
  - 2. Grading and Erosion Control, Storm Water Pollution Prevention Plan.
  - 3. Site Lighting Plan.
  - 4. Landscape Plan.
  - 5. Site Details.
  - 6. Technical Specifications and bid documents.
  - 7. Opinion of Probable Cost.
  - 8. Client Meetings/site visit.

**FEE FOR SERVICE ..... \$14,500.00**

### **SUMMARY**

|  |                           |
|--|---------------------------|
| <b>I. PREPARATION OF PRELIMINARY PARKING LOT LAYOUTS AND DUE DILIGENCE .....</b> | <b>\$6,700.00</b>         |
| <b>II. PREPARATION OF CONSTRUCTION DOCUMENTS FOR PARKING LOT .....</b>           | <b><u>\$14,500.00</u></b> |
| <b>TOTAL .....</b>   | <b><u>\$21,200.00</u></b> |

We will bill you monthly until completion of the project (or upon completion of the project). Payment is due the 10th of each month. Interest in the amount of 1.5% per month on the outstanding balances (18% per annum) will be assessed the contracting party after the payment due date.

The fees shown in this proposal are based on the Owner agreeing to limit the Professional's liability for all planning, engineering and surveying services to the Owner, all construction contractors, and subcontractors on the project, due to the Professional's negligent acts, errors or omissions, such that the total aggregate liability of the Professional to all those named shall not exceed the Professional's total fee for services rendered on the project.

The parties hereto agree that Fisher & Arnold, Inc. will be held harmless from any claims existing and future that may come forth from the use of any Boundary, Topographic Survey and Plans furnished to Fisher & Arnold, Inc. by the Owner or others.

Exclusive venue for enforcement of this Agreement shall be in Craighead County, Arkansas. The obligation to provide further services under the Agreement may be terminated by either party upon written 30-day notice. In the event of termination, Fisher & Arnold, Inc. will be paid for all services rendered to the date of termination and all reimbursable expenses.

This proposal represents the entire understanding between you and us in respect to the "Project" and may only be modified in writing signed by both of us.



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We are looking forward to continuing working with you on this project. If you have any questions regarding this proposal, please do not hesitate to call. We will be waiting for your approval to proceed.

Sincerely,

**FISHER & ARNOLD, INC.**

A handwritten signature in black ink, appearing to read 'Jeff L. Arnold'.

Jeff L. Arnold, P.E.  
President

A handwritten signature in black ink, appearing to read 'David Baker'.

David Baker  
Department Head  
Planning & Landscape Architecture  
(Reviewed By)

JLA/mkg

M:\PROPOSAL\PLANNING\DAVID\perrin 9-5-12.doc

Your signature on this copy will authorize us to commence work. Please sign, date and return one copy for our files.

CITY OF JONESBORO, ARKANSAS