

June 17, 2024

Mr. Dusty Rodiek  
Director of Parks, Recreation & Forestry  
23 2nd Street NE  
PO Box 910  
Watertown, SD 57201

RE: Watertown, SD – Baseball Facility, R3006.755.00

Dusty :

Our team is delighted to present this Planning Services Proposal for the programming and conceptual design of a Baseball Facility to serve the City of Watertown, South Dakota. The City has existing resources in the current Softball Complex and initial planning will consider this property plus potential others. This hub of activity can be elevated with a modern shared facility upgrade to create a high-performance practice and competition venue that will serve the City and the Watertown Baseball Association into the future. We are excited to be involved in this project and look forward to the creation of this important plan.

Working from our initial conversations, we have based this proposal on the following:

**Project Description: Scope of Work**

- **Narrative Description:** This project provides planning services for:
  - The study of a baseball field and supporting amenities to be located adjacent to the Premier Softball Complex or alternate city-owned locations.
  - Programming elements to be determined during planning:
    - Baseball Field – size, layout, orientation, surface - natural turf grass or synthetic turf, bullpens
    - Dugouts, storage, concessions, toilets – size, location
    - Scoreboard, batter's eye, lighting, fencing, netting
    - Seating – number of seats, canopy, seating types
      - Press Box
    - (2-4) baseball batting cages for practice and pre/in-game functions.
      - Provide support spaces for wall drills, soft toss, and tee work.
    - Provide connections and/or renovations to existing Premier Softball facilities into the Project.
  - General site elements
    - Provide utility connections for HVAC, electrical, lighting, and technology.
    - Provide site stormwater collection.
    - Explore the site circulation and entry for player and spectator parking and access.
  - During planning, a final determination will be made about the total scope and layout of the project, location of the field, amenities and adjacencies.
- **Budget**
  - This project includes planning and initial programming to determine a budget for the total construction cost, soft costs, and project costs. Pricing will be escalated to align with the midpoint of the proposed construction.



## Overall Schedule

We have crafted the following overall schedule for the project for your review and approval. This schedule will be updated and amended as necessary going forward.

- Planning Services..... June 2024 – August 2024, (3+) Months
  - **Onsite Workshop ..... June 2024**
    - Agenda – Project Kickoff & Tour
      - Tour of potential baseball field locations and Premier Softball Complex
      - Meetings – Subdivided by each stakeholder
  - **Virtual Meeting..... July 2024**
    - Agenda – Review of the initial program, plans and concepts.
  - **Virtual Meeting..... August 2024**
    - Agenda – Review of the finalized plan, concept and initial renderings
  - **Virtual Meeting..... August 2024**
    - Agenda – Review of the finalized renderings and draft of deliverables
  - **Deliverable ..... August / September 2024**
    - Planning Report
      - Executive summary
      - Program summary
        - Plans - Overall site plan, field/building plan
        - Any future considerations to be graphically shown with dashes or other conceptual definition.
      - Renderings – (4) exterior aerial images
      - Probable Estimate of Cost – RDG historic costs + market trends
        - Construction Cost – line-item schedule of values
        - Soft Cost – line-item schedule of values
        - Total Project Cost
      - Construction Schedule – Major milestones + phasing as required

## Professional Service Fees

- Basic Services: We will provide the services identified in this Proposal for a stipulated lump sum fee based on the scope described herein and as shown below:
  - Planning Services Fee: **\$28,000.00**
    - Twenty-Eight Thousand Dollars and Zero Cents.
  - Reimbursable Fee: Included above.

## Supplemental Services

- We will provide Supplemental Services that can be included as part of our Planning Services when approved by the Owner for this project based on a mutually agreeable Stipulated Lump Sum, or an Hourly Basis per the attached Standard Hourly Rate Fee Sheet, as then determined.

## Additional Services

- We will provide the following Additional Services as shown below when approved by the Owner for this project.
  - Additional exterior renderings, cost per each image. **\$600.00**

## Exclusions

*The following scopes of work are not anticipated in the project and are excluded from Planning in this Proposal:*

- Basic Services – Architectural/engineering, construction services, sustainable certification.
- Interior renderings, Digital flyover/flythrough, video production
- Environmental impact analysis, Hazardous materials assessment, mitigation, or abatement
- Operational Planning, replacement cost analysis/complete life cycle cost analysis, market/feasibility study
- Printing paper documents
- Permitting



### Form of Agreement

- We have prepared this proposal based on the standard tenants of the AIA B105 (2017) Standard Short Form of Agreement between Owner and Architect. We anticipate executing this or an equivalent agreement upon your review and approval of this Proposal. We will be pleased to immediately provide our recommended Form of Agreement for your review and execution.

We understand you expect design and construction services to promote Watertown, SD recreation, support the Watertown Baseball Association, complement the community vision, encourage economic development, and evolve with the City's growth. This type of project is most successful when planning occurs deliberately and collaboratively, with all the right people at the table. That's how we work: **Create. Meaning. Together.** RDG's team offers professional guidance through this process.

We appreciate your time and consideration in reviewing this submittal and encourage you to contact us with any questions. We look forward to hearing from you soon!

Best Regards,

A handwritten signature in black ink, appearing to read 'Tom Ohle', with a stylized flourish at the end.

Tom Ohle, AIA  
Senior Partner

Enclosure: Summary of Standard Hourly Rates, Fee Proposal for Professional Services



Effective January 1, 2024\*

## Standard Hourly Rate Schedule

<b>Title</b>	<b>Rate/Hour</b>
Principal.....	\$280
Principal Emeritus .....	\$280
Architect .....	\$130 - \$185
Unlicensed Architect.....	\$110 - \$135
Senior Architectural Staff .....	\$155
Architectural Technician .....	\$100 - \$125
Construction Administrator 2.....	\$145 - \$175
Urban Planner 2 .....	\$105 - \$140
Landscape Architect .....	\$125 - \$185
Intern Landscape Architect.....	\$105
Interior Designer 3.....	\$105 - \$150
Water Resource Engineer .....	\$225
Intern Water Resource Engineer.....	\$115
Lighting Designer.....	\$110 - \$225
Artist .....	\$90 - \$140
Experiential Graphic Designer .....	\$95 - \$150
CGI and Video Specialist 1 .....	\$135
Sustainability Strategist .....	\$150
Senior Project Manager .....	\$225
Project Manager .....	\$110 - \$180
Studio Coordinator.....	\$105
Student Intern .....	\$75
Marketing Coordinator.....	\$95 - \$145
Client Development Director.....	\$180
Digital Communications Manager.....	\$120
Communications Director .....	\$145
Technology Administrator .....	\$165 - \$185
Helpdesk Technician .....	\$105
BIM Manager .....	\$155
Computation Designer .....	\$175
HR Manager .....	\$120
Business Manager .....	\$185
Administrative.....	\$95 - \$125
Accountant.....	\$100 - \$115

\*Current hourly rates may be adjusted annually on January 1 of each year.



# Watertown, SD - Baseball Facility

Fee Proposal for Professional Services

RDG - Proj No:

P3006.755.00

RDG Planning & Design

Green poche = Onsite Workshop XX Workshop / Mtg noted by number		Hours by individual per task										RDG SUBTOTAL		Consultants		GROSS TOTAL	
		Person Role	RDG Staff				S-H Cost	TBD -									
			TO	JB	MR	HC											
			PM	Dsgn/LA	PA	AA											
Tasks	Rate	\$205	\$205	\$95	\$110							Fee	Fee				
Mobilization		3					520						520				
Fee Proposal / Evaluation			0					-						-			
Organize Project Team			1					205						205			
Upload / Download Institutional Information			1					315						315			
Discovery - May, 2023		5.5					1,018						1,018				
Develop Initial Schedule			0.5					103						103			
Develop Benchmarking & Trends			1	1	0.5					458						458	
Build Initial Program Summary			1	1	0.5					458						458	
Framework - June/July 2024		23					4,228						4,228				
01 Onsite Workshop - Engagement / Project Description							-						-				
Prep / Agenda			0.5					103						103			
Develop Study Vision and Mission			0.5	0.5					205						205		
Site & Facility Tours - Guided			2	2					820						820		
Steering Committee Meeting			1.5	1.5					615						615		
Stakeholder Meetings			1.5	1.5					615						615		
Workshop Report			1					260						260			
Compile Stakeholder Needs, Wants & Feedback			1	1					410						410		
Refine Collective Vision, Goals, Priorities			1	1					410						410		
Summarize Existing Site / Facilities Conditions			0.5	0.5	2					395						395	
Summarize & Refine Program			0.5	0.5	2					395						395	
Options - July 2024		42.5					6,025						6,025				
Initial Building & Site Design			1	2	4					995						995	
Early Exterior Massing			0.5	0.5	8					965						965	
02 Virtual Meeting - Program + Initial Concepts							-						-				
Prep / Agenda			0.5					103						103			
Steering Committee Meeting			1.5	1.5	1.5					758						758	
Workshop Report			0.5					158						158			
Refine Concepts			1	1	8					1,170						1,170	
Develop Preliminary Budget			1	1					410						410		
03 Virtual Meeting - Wrap up Concepts							-						-				
Prep / Agenda			0.5					103						103			
Steering Committee Meeting			1.5	1.5	1.5					758						758	
Stakeholder Meeting			1	1	1					505						505	
Workshop Report			0.5					103						103			
Solutions - August 2024		40					4,955						4,955				
Develop Exterior Renderings			1	4	24					3,305						3,305	
Develop Interior Renderings							-						-				
Finalize Plan & Site Design			1	1	4					790						790	
04 Virtual Meeting - Wrap up Solution / Renderings							-						-				
Prep / Agenda			0.5					103						103			
Steering Committee Meeting			1	1	1					505						505	
Workshop Report			0.5					103						103			
Cartoon Set, First Draft of Report			0.5					150						150			
Report / Deliverables - August 2024		42.5					6,323						9,323				
Final Report - Document							-						-				
Executive Summary + Description			4	1	1					1,120						1,120	
Vision and Needs			2	1	1					710						710	
Programming Summary							-						-				
Site, Plan, and Graphics			1	1	1	1					615						615
Exterior Renderings			0.5	4	16					2,443						2,443	
Interior Renderings							-						-				
Digital Flyover / Fly-through							-						-				
Schedule			1	1					410						410		
Detailed Statement of Probable Cost			1	1					410				\$3,000		3,410		
Misc. Additional Documentation			1	1	1	1					615						615
Briefing Others - TBD		0					-						-				
05 Presentation - Final Report							-						-				
Professional Service Fees		157	39.0	35.0	78.5	4.0	23,068				\$3,000	\$ -	\$ 26,068				
Reimbursable Expenses (Printing, repro, computer services, renderings, models, and special supplies authorized by Owner)														\$ -			
Reimbursable Travel Expenses by RDG (Air travel, ground transportation, meals, lodging, and miscellaneous)														\$ 2,000			
Reimbursable Travel Expenses by Out-of-State Consultants (Air travel, ground trans, meals, lodging, and miscellaneous)														\$ -			
Subtotal Gross Fee														\$ 28,068			
Total Gross Fee, incl Anticipated Reimb Expenses														\$ 28,000			