



**NOTICE OF A REGULAR MEETING
OF THE PARKS ADVISORY BOARD
Tuesday, February 11, 2020
6:00 PM**

Jermie Calhoun
Mark Davis
Kristi Johnston
Teresa McMillan
Denise Tobias

AGENDA

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the Van Park Advisory Board will meet Tuesday February 11, 2020 at 6:00 PM at Old Movie House, 255 West Main, Van, TX 75790. The items listed below are placed on the agenda for discussion and/or action.

- I. **CALL MEETING TO ORDER**
- II. **INFORMATION AND DISCUSSION**
 - A. Discussion on applying for a Texas Parks and Wildlife Grant for the Van Sports Complex (City of Van Baseball, Softball and Soccer Field Complex located on Chestnut Street)
- III. **ACTION ITEMS**
 - A. Take action on making a recommendation to the City Council concerning the proposal from MHS Designs concerning the TPWD Grant and concept for Van Sports Complex
- IV. **ADJOURN**

CERTIFICATION

I hereby certify that the above notice was posted in the bulletin board at Van City Hall, 113 W. Main, Van, Texas 75790 by 5:00 pm on Friday February 7, 2020

NOTE: If, during the meeting, any discussion of any item on the agenda should be held in a closed meeting, the Council will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E

 *Persons with disabilities who plan to attend this public meeting and who may need auxiliary aid or services are requested to contact the Van City Hall 48 hours in advance, at (903)963-7216, and reasonable accommodations will be made for assistance.*



**DATA SHEET
AGENDA ITEM NO. II.A.**

Meeting Date: February 11, 2020

Department:

Administration

Agenda Item:

Discussion on applying for a Texas Parks and Wildlife Grant for the Van Sports Complex (City of Van Baseball, Softball and Soccer Field Complex located on Chestnut Street)

Background:

Financial Impact:

Recommendation:

For more information, please contact Charles West, City Administrator at (903) 963-7216.

Submitted by NAME, DATE



02 February 2020

RE: Van Sports Complex Conceptual Planning & TPWD Grant Development

Mr. Charles West, City Administrator
113 W Main Street
Van, Texas 75790

Mr. West,

It is my pleasure to submit this proposal for preliminary planning, cost estimating and the development of a TPWD Grant Application for the re-development of the existing athletic fields at the Van Sports Complex in Van, Texas. Our proposed scope of services are as follows:

Preliminary Planning

1. Site Assessment and Public Input - \$1,950 (1 Trip)
 - a. On-Site Analysis
 - b. Prepare digital map with available topographic and aerial imagery
 - c. One (1) Public Input Meetings with local influential members
2. Preliminary Layouts and Design Development - \$2,400
 - a. Two Preliminary Hand-Drawn Layouts
 - b. Design Development Presentation
 - c. Review Layouts and Design Development (Conference Call)
3. Final Layout and Renderings - \$5,450
 - a. One Final Computer Drafted Layout
 - b. Overall Site Rendering (2D)
 - c. Engineer's Estimate of Anticipated Cost
4. Development of a TPWD Outdoor Grant Application - \$8,150

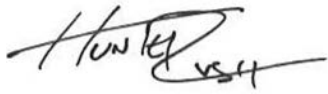
Based on this scope of services, our lump sum fee for the project is \$17,950.00.

Our proposal does exclude detailed landscape architecture, irrigation, civil engineering, wetland delineation, lake permitting, flood studies, environmental studies, geotechnical investigations, traffic impact analysis, and survey work, but if our services are needed for any additional items, we will bill you hourly based on the hourly work sheet attached once the additional work is approved by the City.

Once a final site plan is established for the project, we would be happy to submit a proposal to provide civil engineering, landscape architecture, and construction administration services.

If you find this proposal meets your needs, please sign below on the space provided, retain one copy for your files and return one to us. Once we receive the signed contract, we will begin work. We anticipate the total process to be completed within 60 to 90 days. The Texas Parks and Wildlife Grant deadline is December 1st, 2020 and will be developed and submitted on or prior to that date. If you have any questions or need us to revise our proposal, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "Hunter N. Rush", with a stylized flourish at the end.

Hunter N. Rush

Approved & Accepted_____

Date_____



**MHS Planning & Design
Hourly Rates
Effective January 1, 2020**

Managing Partner	\$150.00 per hour
Professional Engineer	\$130.00 per hour
Senior Planner	\$100.00 per hour
Landscape Architect	\$95.00 per hour
Senior CADD Drafter	\$90.00 per hour
Senior Graphics Designer	\$90.00 per hour
CADD Drafter	\$80.00 per hour
Planner	\$80.00 per hour
Engineer in Training (EIT)	\$80.00 per hour
Word Processing/Clerical	\$45.00 per hour
Mileage	\$0.57 per mile
Surveying, reproduction, aerial photography & all other expenses & contracted services	Cost plus 15%