



PROFESSIONAL SERVICES AGREEMENT

Project Name: Mercer University Trail Study

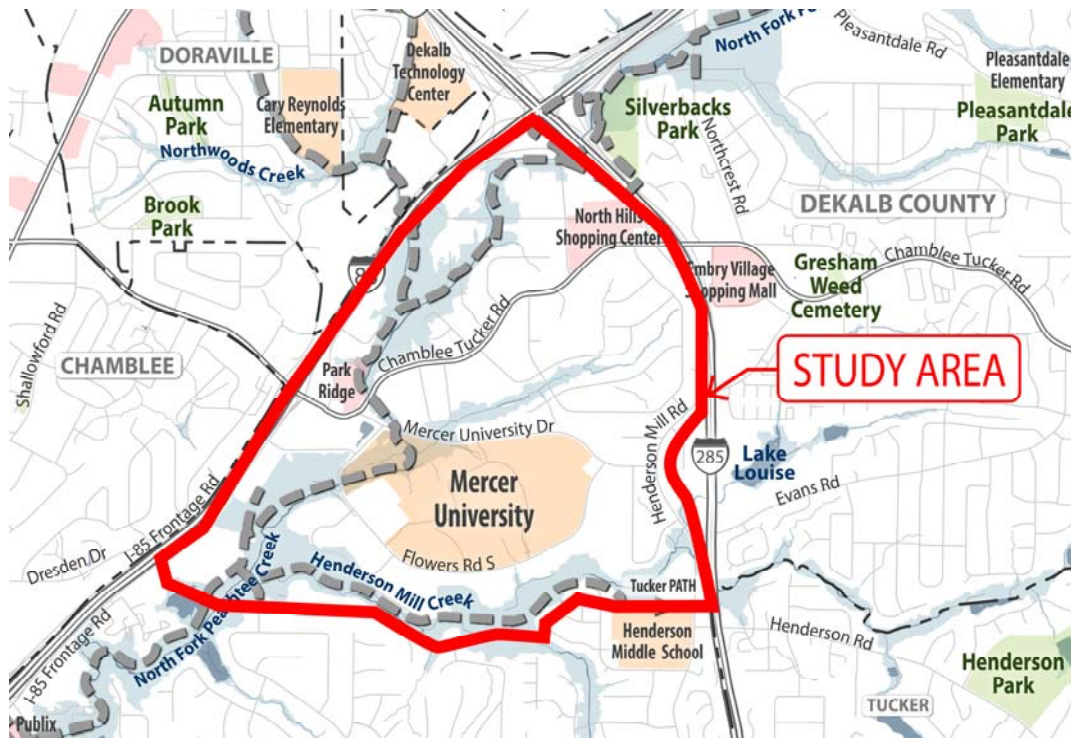
Location: 3001 Mercer University Drive
Atlanta, Georgia 30341

Client: DeKalb County Transportation Division
1950 West Exchange Place, Room 400
Tucker, GA 30084
Contact: David W. Pelton, P.E.

Consultant: PATH Foundation, Inc.
1601 W. Peachtree Street
Atlanta, Georgia 30309
Contact: Greta G. deMayo, Executive Director

Date: April 12, 2023

Thank you for the opportunity to submit the following proposal for the *Mercer University Trail Study* to DeKalb County as a project service agreement (PSA) under PATH's master service agreement. The trail study area is conveyed in the below map. During the study, the following scope of work will be completed by the PATH Foundation in a 6-8 month duration of an executed PSA.



SCOPE OF BASIC SERVICES:

Task I – Kick-off and Data Collection:

Kick-off Meeting: PATH will conduct a kick-off meeting with DeKalb/Mercer to review project scope, schedule, and discuss members of the Working Group. PATH will obtain and review all future campus plans sent by Mercer University, collect any existing survey files, and review all DeKalb County planning documents associated with the study area. All information including PATH's proposed North Fork Peachtree Creek Greenway and Tucker PATH trail alignments will be combined with GIS data to create base maps for the study area.

Community Meeting #1: The PATH team will schedule and provide support for Community Meeting #1 at the beginning of the trail study. The meeting will be a two (2) hour Open House informational format. DeKalb/Mercer shall circulate notices/advertisement, provide support for an online streaming option of the meeting as needed, and provide a facility to accommodate the meeting. PATH team will assist DeKalb/Mercer in:

- Providing an outreach meeting flyer;
- Providing meeting materials including 30x40 study area mapping display boards;
- Compiling community input and feedback.

The meeting will be structured to collect input from the community on where they live, how they would like to walk and/or bike in the study area, any destinations and desires for trail connectivity.

Fieldwork: Following Community Meeting #1, the PATH Team will conduct fieldwork to investigate the existing conditions along the corridor and determine feasibility towards recommended trail alignments. Aerial photography and GIS data will be used to analyze creeks, floodplains, roads, utility corridors, and parcels. Existing sanitary sewer easements and property ownership data will be collected for use during Task I.

Working Group Meeting #1: Upon completion of the community meeting and initial fieldwork, PATH will compile all preliminary findings into a PowerPoint showing opportunities for a multi-use trail alignment from PATH's proposed trail corridors along and through Mercer University's Atlanta campus. These preliminary findings will be presented to DeKalb/Mercer for review and to obtain feedback.

Tasks/Meetings:

- Review of all materials and compile base information for analysis and fieldwork;
- Assess existing/planned routes to identify origins, destinations, opportunities, and challenges;
- Attend one (1) kick-off meeting/tour and conduct initial field work;
- Photograph documentation of potential trail connection opportunities;
- Prepare one (1) conceptual trail base map showing all trail route options identified during field work;
- Develop up to two (2) visioning graphics to illustrate proposed connectivity opportunities, including before/after photo renderings, cross-section drawings, etc.;
- Attend one (1) open-house Community Meeting to gather initial trail input;

- Attend one (1) in-person Working Group (DeKalb/Mercer) meeting to review preliminary findings, public input, and collect feedback.

Deliverables will include:

- Digital PowerPoint presentation of existing conditions, planned conditions, and preliminary trail connectivity mapping;
- Meeting summary email with 'next steps' listed for Working Group feedback and comment.
- One (1) digital (.pdf) 30x40 overall conceptual trail connectivity plan;
- Two (2) digital visioning graphics (.pdf) to be used for presentation to garner DeKalb County and Mercer University support and support of any additional property owners/stakeholders;
- Digital files of all deliverables and relevant back-up files (.pdf/.tiff/.jpeg)

Task II – DRAFT Trail Study

All information obtained during Task I and additional field verification will be used to outline the preliminary trail opportunities for the *Mercer University Trail Study*. The preliminary trail opportunities will include up to two (2) additional visioning graphics to convey proposed conditions.

Community Meeting #2: The PATH team will schedule and provide support for Community Meeting #2 at the mid-point of the planning process. The meeting will cover an overview of the types of trail, benefits of trails, the preliminary findings of the study, and introduce trail design standards.

PATH's presentation will be followed with a general questions and answers session ending with the opportunity to discuss opportunities and concerns around two separate stations. Each station will be prepared with (1) 30"x40" trail map board and (1) 30"x40" vision graphic board. Each station will be facilitated by one PATH team member and one or more DeKalb staff members.

Public comments and feedback will be collected during the meeting's Q&A and the open discussion session. Comment cards will be distributed to the attendees at the beginning of the meeting and will be collected at the end. All information collected through PATH's field verification, from DeKalb/Mercer and during the public's review/comment will be used to compile the draft *Mercer University Trail Study*.

Deliverables will include:

- One (1) 24x36 presentation board of the draft trail master plan
- Community meeting materials, one public meeting presentation, boards, and meeting summary (.pdf)
- Digital PowerPoint presentation of *Mercer University Trail Study*.
- Development of up to two (2) additional visioning graphics to illustrate existing and potential conditions of proposed greenway trail opportunities.

PATH will coordinate with DeKalb/Mercer the presentation for optional posting to their websites for additional public access and comment. A summary of all received public feedback will be circulated to the DeKalb/Mercer prior to finalize the draft *Mercer University Trail Study*.

Working Group Meeting #2: During Task II, PATH will develop context sensitive trail standards and guidelines for the draft *Mercer University Trail Study* including amenities, signage/wayfinding, and construction standards. All information will be compiled into a PowerPoint during a presentation meeting with DeKalb County and Mercer University for everyone's review and comment. PATH will facilitate discussion of land acquisition, maintenance, and safety in order to document each as a policy or agreement within the draft *Mercer University Trail Study*.

Tasks/Meetings:

- Attend one (1) in-person meeting with DeKalb County and Mercer University to review the Draft trail plan and collect feedback;
- Conduct additional fieldwork and revise preliminary findings;
- Finalize total of four (4) visioning graphics.

Deliverables will include:

- Digital PowerPoint presentation of the Draft trail connectivity plan;
- Meeting summary email with 'next steps' listed for DeKalb County and Mercer University feedback and comment.
- One (1) digital (.pdf) 30x40 overall draft trail connectivity plan;
- Total of four (4) digital visioning graphics (.pdf) to be used for presentation to garner DeKalb County and Mercer University support and support of any additional property owners/stakeholders;
- Digital files of all deliverables and relevant back-up files (.pdf/.tiff/.jpeg)

Task III – Final Trail Study

Working Group Meeting #3: PATH will incorporate revisions and work directly with DeKalb County and Mercer University to outline an implementation strategy for phasing the proposed trail connections. PATH will outline the implementation costs for each phase of trail. The final draft *Mercer University Trail Study* will be packaged and circulated to DeKalb County and Mercer University for the final review, comment and revision.

Community Meeting #3: The PATH team will schedule and provide support for Community Meeting #3 prior to completion of the study. The meeting will be a two (2) hour Open House for public review of the final document. DeKalb/Mercer shall circulate notices/advertisement, provide support for an online streaming option of the meeting as needed, and provide a facility to accommodate the meeting. PATH team will assist DeKalb/Mercer in:

- Providing an outreach meeting flyer;
- Providing meeting materials including copied of the final trail study and enlarged maps of the overall trail network;
- Compiling community input and feedback.

Tasks will include:

- Finalize proposed trail plan;
- Prepare implementation phasing plan and cost estimate;
- Prepare the final trail study document.

Deliverables will include:

- Twelve (12) printed copies of the 8.5x11 bound *Mercer University Trail Study* along with digital copies (.pdf) as both high resolution for printing and low resolution for ease of email distribution.
- Digital files of all deliverables and relevant back-up files (.pdf/.tiff/.jpeg).
- ArcGIS shapefile and Google Earth (.kmz) files of the final trail routes.

PROJECT FEE:

Task I – Kick off and Data Collection	\$12,260.00
Task II – DRAFT Trail Study	\$17,550.00
Task III – Final Trail Study	\$15,920.00
Reimbursable Expenses (Not to Exceed)	\$1,200.00
Grand Total	\$ 46,930.00

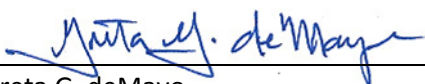
The PATH Foundation shall receive the above project fee as compensation for the described responsibilities within this professional services agreement.

ACCEPTED:

The Client accepts the terms and conditions of this Professional Services Agreement.

PATH Foundation, Inc.:

DeKalb County:



 Greta G. deMayo

 Name

PATH Executive Director _____
 Title

 Title

April 12, 2023 _____
 Date

 Date