

September 29, 2022

Hal Metzler Jr.
City of Hyattsville Department of Public Works
4310 Gallatin Street
Hyattsville, MD 20781

RE: Hyattsville On-Call: Church Place Alley Repurposing – Phase B – Implementation

Dear Mr. Metzler,

At the request of the City of Hyattsville (City) and as part of the Hyattsville On-Call Transportation and Engineering Design, Contract No. DPW19-012, P.O. # **P20/102549**, Toole Design is pleased to submit the following scope of work and fee schedule for the Church Alley Repurposing – Phase B.

The limits of this study are Church Place between Farragut Street and Gallatin Street, as well as the immediately adjacent area of Gallatin Street between Route 1 and the city building driveway. Toole Design has previously worked with the city and local stakeholders to develop a conceptual plan for traffic calming, placemaking and expansion of the pedestrian and seating area at the northern end of the alley, as well as designation of a general use loading zone. This concept was provided in April 2022.

The following includes our proposed scope of work to finalize that concept and implement the recommended public art aspects of the concept.

Toole Design will begin concept finalization by confirming with City staff the desired design and control vehicles for both Church Place and Gallatin Street. As needed, additional AutoTurn analysis will be completed on the April 2022 conceptual plans to determine any changes to proposed placement of striping, flex posts or hardscape materials. Additional plan notes and dimensions will be added as needed for clarity. Minor revisions are anticipated at this stage. A revised concept will be submitted to the City for review, and final changes made based on consolidated review comments received.

Based on the approved concept, the street art design and implementation will be completed by Toole Design's subconsultant, Graham Projects, and their detailed scope and fee is attached to this scope. This work will include art design, stakeholder input, and implementation as well as public street art involvement if desired. Toole Design staff will not perform art installation but will be available for coordination and up to 2 meetings. It is assumed that the city will complete any further design documentation necessary for installation of the flex posts and standard pavement markings and complete that work with city forces concurrent with the street art process.

In the process of the work to create the April 2022 concept, Toole Design participated in 2 stakeholder meetings which were not included in the original scope dated March 25, 2021. The fee for preparation for and participation in those meetings, as well as the revisions to the concept completed based on feedback from those meetings, is included in this task.

After the City has reviewed the finalized concept, Toole Design will participate in a virtual review meeting with the City. Following the review meeting with the City, Toole Design will finalize the memorandum and submit the final version to the City. We anticipate only minor revisions will be needed at this phase.

Fee

Fee summary is below. Detailed breakdown of Graham Projects fee is included in the attached scope.

Toole Design	\$9,103.00
<u>Graham Projects</u>	<u>\$21,149.13</u>
Total	\$30,252.13

Deliverables & Meetings

- DRAFT Church Place Repurpose Conceptual Plan (PDF)
- One 1-hour Review meeting to discuss City's feedback on Revised Concept (virtual)
- FINAL Church Place Repurpose Conceptual Plan (PDF)
- Public Art Deliverables are detailed in the attached scope from Graham Projects

Assumptions

- All submittals will be electronic.
- Review meeting to be held as a conference call or online/video conference.
- An engineering cost estimate will not be developed.
- Construction plans will not be developed by Toole Design.

If you have any questions about the above scope and fee, please feel free to contact Barbara Mosier via email at bmosier@tooledesign.com or extension 222.

Sincerely,

Elizabeth M. Gilliam PLA, ASLA | Director of Design, Mid-Atlantic

TOOLE DESIGN

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Graham Projects LLC

3210 Auchentoroly Terrace, Baltimore, MD 21217
Contact: Graham Coreil-Allen, Public Artist, MFA
graham@grahamprojects.com | 443-827-8806



Hyattsville Church St Traffic Calming Art

Prepared for Toole Design, September 28, 2022
Contact: Barbara Mosier, bmosier@tooledesign.com

Site: [Church Pl & Gallatin St, Hyattsville, MD 20781](#)

Scope of Work: Create site-specific, community-informed pavement artwork of a medium level of detail within ten traffic calming bump outs* at and nearby the intersection of Church Pl & Gallatin St for a total approximate area of 2,285 square feet. Artwork to fit within plans provided by Toole Design. Striping, flex posts, and furnishings not included. Prepare pavement for artwork by pressure washing, spot degreasing, and treating with adhesion promoter. Minor pavement cracks and pits will also be patched and filled with cold-patch asphalt and bitumen-based sealant. Artwork to be made with StreetBond 150 epoxy paint, triple-coated for enhanced durability. Hyattsville Department of Public Works to review and approve proposed design based on local stakeholder preference.

2,285sf Asphalt Art cost: \$21,149.13

Community Volunteer Paint Day Add-On: Graham Projects may also work with the community to facilitate a community paint day in which volunteers are invited to help extend the project by applying artwork along adjacent sidewalks using custom-made stencils and/or pre-masked off areas. Through optimized layout leveraging negative space between markings, the artwork may cover 450 - 600 square feet of sidewalk spread out to extend in all directions along each block for upwards of 2000 square feet of total visual coverage. Graham Projects would come fully prepared with all gear, personnel, and action plans to lead the entire event.

Community paint day cost: \$4,575.98

Design Process:

The design may be based on a streamlined community-informed process in which pre-engaged stakeholders provide ideas for colors and/or references to serve as inspiration for the artwork. Hyattsville to identify key stakeholders, ask them for ideas, then share those ideas and/or visual reference with Graham Projects.. Based on the input Graham Projects will develop 2-3 design options to be presented for feedback. Stakeholders may be invited to select their preferred design through an online meeting and/or online voting.

Alternatively, Graham Projects may conduct its own site and place research, then develop and share design concepts to be selected by the city of Hyattsville.

Project Management:

These estimates include facilitating a streamlined design-build process: developing design options based on community input, selecting a design based on public response, project management including pulling any necessary permits, executing artwork installation, and providing professional photographic documentation.

Additional services:

If additional work is requested beyond the scope outlined above, Graham Projects will bill on an hourly basis upon receiving authorization from the Client.

Projected lead time: 7 months

Benefits: Increasingly across the US and worldwide [public art and placemaking projects](#) are being leveraged to activate public spaces, promote economic growth in main streets and downtown areas, and support [Vision Zero](#) solutions for [improving safety for pedestrians](#), wheelchair users, and people who rely on bicycles for transportation. [Asphalt art](#) such as [street murals](#), [art crosswalks](#), and wayfinding trails help to show that public spaces are for all people, not just moving cars fast or free parking. By creatively remaking the street with art we can [celebrate and contribute to the local culture](#) while inviting more residents to gather outside for the common good. Such outdoor gatherings have proven vital for creating space for outdoor exercising, shopping, and dining. These placemaking artworks and parklets have [helped small businesses](#) trying to survive amidst the safety precautions brought on by the COVID-19 pandemic.

Work Payment Schedule

PHASE	Description	Estimated Timeframe	Cost
Phase 1 Community Engagement & Proposals	Deposit to begin community engagement & 30% design proposals	3-4 months	
\$1,368.00	Artwork community engagement & 30% design proposals	Graham Projects LLC	\$1,368.00
Phase 2 Design & Procurement	Complete final revisions of selected design(s), confirm costs, 100% materials cost, 50% subcontractors	1-2 months	
\$10,218.63	Artwork design & procurement	Graham Projects LLC	\$517.50
	Materials + permit	Various	\$7,721.13
	Subcontractors 50%	Various	\$1,980.00
Phase 3: Project Management	Project management, permits	4-6 months	
\$877.50	Project management	Graham Projects LLC	\$877.50
Phase 4: Installation & Documentation	Final payment for install & documentation, and assistant labor	1 month	
\$8,685.00	Artwork lead install & documentation	Graham Projects LLC	\$6,705.00
	Subcontractors 50%	Various	\$1,980.00
		Total	\$21,149.13

Terms & Conditions

Bumpouts

*[Bump outs](#) are sidewalk curb extensions that slow cars and make it safer for people to cross on foot. Bump outs increase the visibility of pedestrians to passing cars while shortening the crosswalk distance in which pedestrians are at risk. In Baltimore bump outs are often created by marking off part of the curb lane as pedestrian space with line striping and flex-posts.

Agreement:

This is a preliminary proposal and may be subject to change if details of the project change or include unforeseen challenges or requirements unknown to Graham Projects LLC at this time. This is not a binding contract.

Payments:

- Upon approval of this proposal, Graham Projects LLC will provide a contract and/or invoice to begin work after confirming scope of work with the client.
- A 50% or Phase 1 payment is required to begin the project.
- Final payment due no more than 30 days after project completion.
- 5% Late charges will apply for late final payment.
- For credit card payments add 2.9% to total.

Insurance: Graham Projects LLC is a licensed construction firm in the State of Maryland and carries Commercial General Liability Insurance and Professional Liability Insurance that meets standard municipal requirements for construction in the public right-of-way.

Validity: 180 DAYS FROM THE DATE OF THIS PROPOSAL

Confidentiality: This estimate is intended only for the person(s) and/or entities named in the message header. Unless otherwise indicated, it contains information that is confidential. It is forbidden to share any part of this message with any third party, without a written consent of Graham Projects LLC.

If you have any questions or changes regarding this proposal please contact:
Graham Coreil-Allen: graham@grahamprojects.com | 443-827-8806

THANK YOU FOR HELPING MAKE PLACE HAPPEN!