



**VILLAGE COUNCIL
AGENDA FOR WORK SESSION OF AUGUST 9, 2022
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA**

1. Call to Order.
2. Discuss Contract to Update the Parks & Recreation Comprehensive Master Plan
3. Discuss the Downtown Pinehurst Amenity Action Plan
4. Other Work Session Items
5. Potential Future Agenda Items
6. Cannon Park Synthetic Turf Proposal
7. Adjournment.

Vision: The Village of Pinehurst is a charming, vibrant community which reflects our rich history and traditions.

Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.

Values: Service, Initiative, Teamwork, and Improvement.



**DISCUSS CONTRACT TO UPDATE THE PARKS & RECREATION
COMPREHENSIVE MASTER PLAN
ADDITIONAL AGENDA DETAILS:**

FROM:

Mark Wagner

CC:

Council

DATE OF MEMO:

8/5/2022

MEMO DETAILS:

Staff advertised a Request for Qualifications (RFQ) in April to update the Parks and Recreation Comprehensive Master Plan. We received two proposals from interested firms, McGill Associates and McAdams Company.

After reviewing and scoring the two proposal, staff selected McAdams Company as our top choice to perform the services as outlined in the RFQ. McAdams has provided consultant services to the Village on two recent projects which include the West Pinehurst Site Master Plan, and the Downtown Landscape and Amenity Review.

A Draft Proposal is attached to the agenda item outlining the scope of services and associated costs which total \$54,717.50. The budget for the plan update was \$45,000 and staff will submit a budget amendment to the Finance Department in the amount of \$9,717.50 to be moved from Parks and Recreation contingency to Professional Services to cover the total amount.

Rachel Cotter with McAdams Company will be in attendance at the meeting to answer any specific questions as needed.

ATTACHMENTS:

Description

- ☐ Plan - McAdams RFQ Proposal
- ☐ 2022 - McAdams Scope Contract
- ☐ McGill RFQ Proposal



VILLAGE OF PINEHURST

Comprehensive Parks + Recreation Master Plan / May 13, 2022



MCADAMS

May 13, 2022

Mark Wagner
Village of Pinehurst
Parks + Recreation
mwagner@vopnc.org

RE: Village of Pinehurst, Comprehensive Parks + Recreation Master Plan

Dear Mr. Wagner,

McAdams is pleased to express our interest in providing services to complete the Comprehensive Parks + Recreation Master Plan for the Village of Pinehurst. Our desire to partner with the Village stems from a deep commitment to serving North Carolina communities and influencing the strategic growth of recreation agencies. Much of our work is inspired by our staff's love for recreation and the outdoors, which is clearly infused through our design process and echoed through the excellence of each planning document deliverable. Detailed in this document, you will find our team's qualifications to include:

- › Team familiarity with the Village of Pinehurst and the parks and recreation system;
- › Regionally recognized park planners and designers;
- › Similar experience with historically significant jurisdictions and tourism-based communities;
- › The perspective of prior parks and recreation staff who understand the nuanced challenges of running a successful parks and recreation system;
- › A values-based approach to garner community support and excitement around plan recommendations; and
- › Critical thinking skills to address cross-discipline and Village-wide goals through recreation planning, such as economic development; health and wellness; and environmental sustainability.

With collective experience completing over 100 comprehensive parks and recreation master plans across North Carolina and the southeastern United States, we believe the McAdams team is best qualified to assist the Town with this critical planning project. McAdams thanks you for your consideration of our credentials and is hopeful to work with the Village. Please do not hesitate to reach out if I can provide any further information at 919. 414. 2223 or cotter@mcadamsco.com.

Sincerely,

MCADAMS



Rachel Cotter, RLA
Director, Civic Spaces

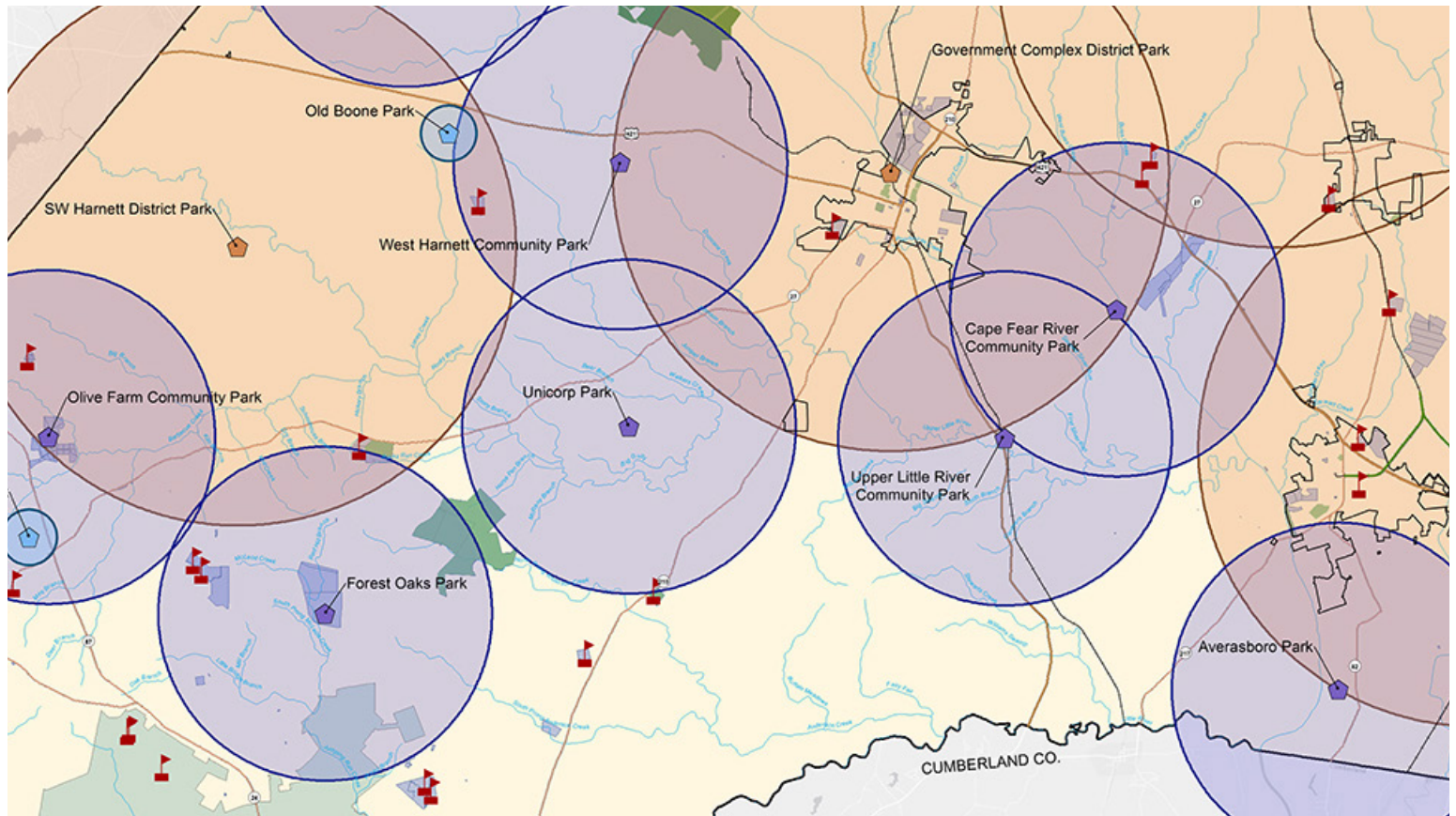


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EXECUTIVE SUMMARY

SECTION 1

EXECUTIVE SUMMARY

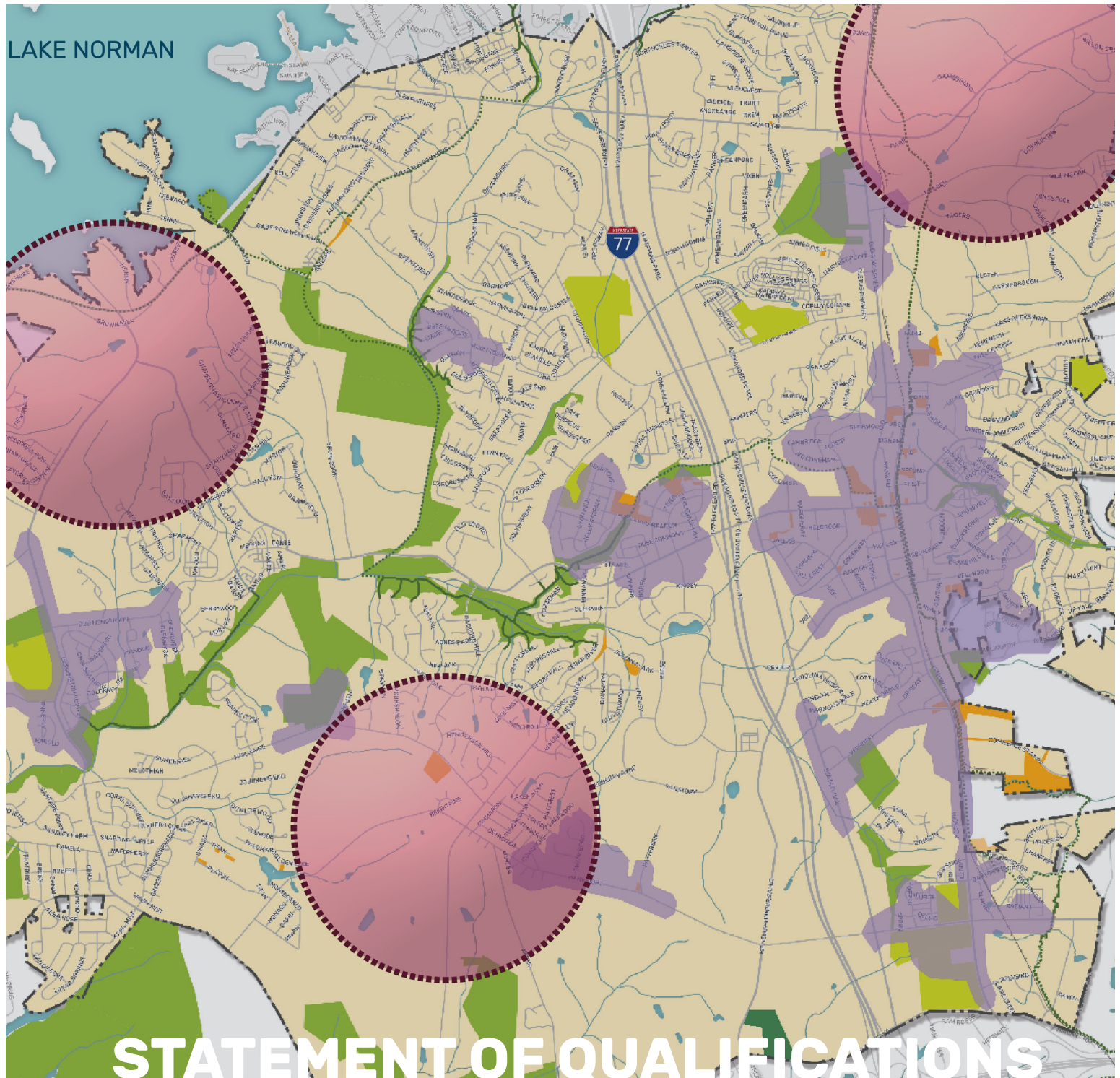
In the decade since completion of the 2011 Comprehensive Parks and Recreation Plan, the demographic makeup of the Village of Pinehurst has diversified with a continuing trend of young families moving to the area. As nation-wide indicators pinpoint the southeast as a desirable region to relocate, communities like Pinehurst can count on increased population diversity and growth. It is not only Pinehurst's temperate climate and convenient travel and commuting options that attract new residents to the area; the Village is also rich in history, culture and natural resources. Pinehurst is renowned for equestrian training, showing and racing facilities, including the public Pinehurst Harness Track, which is on the National Register of Historic Places; world-class golf facilities, which host major Professional Golfers' Association (PGA) tournaments, including the US Open; and the downtown district, which holds the distinguished status of a National Historic Landmark and serves as a vibrant community core.

Changing demographics and recreational trends warrant revisiting the 2011 Comprehensive Parks and Recreation Plan to conduct a holistic review of existing resources, gauge unmet community needs and plan a way forward that leverages and enhances Pinehurst's strengths as a highly desirable place to live. The McAdams team brings current best practices in parks, recreation, greenways and open space planning and management. Our team is experienced and prepared to help the Village understand the current state of the parks system, set goals for the future and develop strategies to achieve those goals. From assessing physical conditions of parks, facilities and greenways to calculating the existing level of service and understanding the operational and financial framework of the department, our team leverages the talents of park planners and landscape architects to provide data-driven analysis informed by community and stakeholder input. An action-oriented guide is crafted to help the Village continue advancing their vision for Parks, Recreation, Greenways and Open Space facilities and programs for the next 10 years. Our process is locally contextualized so local recreation trends, participation rates, land availability, policy, demographics and community context inform plan recommendations to solve your most pressing challenges.

To achieve a plan that is implementable and supported by the community, our team uses a values-based approach. This approach identifies common beliefs that shape the guiding principles of the plan. These guiding principles inform priorities and decisions regarding the future of recreation in the Village. This approach strengthens the sense of community and motivates individuals to contribute to the success of the department. Whether a resident, decision maker, elected official or staff member, each stakeholder can rely on a values-based approach to provide a stable framework from which to achieve the department's goals over the 10-year planning horizon.

Our approach is also data-driven from early in the process to ensure the resulting plan and recommendations can be validated through public outreach, best practices and reliable metrics. We use both qualitative and quantitative methods to present data clearly to the local populace. Our team employs multiple research methods, including reliable resources, scientific surveys, data provided by the Village and observations by the project team. Such data will validate the recommendations so the Village can feel confident the plan is authentic and represents their vision for the future of its leisure service provisions across the 10-year planning horizon.

The McAdams team excels in various engagement strategies with the staff, council, stakeholders and the Pinehurst community that establish the vision and aspirational goals to progress towards a higher quality modern parks system. These goals will be rooted in the community values and supported by achievable objectives and action items. With changing demographic of the region, and the Village of Pinehurst specifically, it will be important for the Village to ensure the needs of these new residents are met through a sustainable, diverse and inclusive parks system.



SECTION 2

At McAdams we create meaningful experiences through inspired design.

Founded in 1979, McAdams is a full-service land planning, landscape architecture, civil engineering and geomatics firm headquartered in Durham, North Carolina with offices in Raleigh and Charlotte, North Carolina and Dallas-Fort Worth, Texas. McAdams has built its reputation throughout the industry over 43 years by delivering unmatched expertise and unwavering commitment to clients in a variety of markets including municipal, education, healthcare and energy, as well as commercial and residential development.

The firm is comprised of nearly 400 professionals, including over 100 professional engineers and engineering designers; 18 registered landscape architects; eight certified planners; 15 professional land surveyors; 10 LEED® certified professionals; five certified floodplain managers; one certified floodplain surveyor; and one certified professional in erosion and sediment control. Our professionals have been structured to function as an extension to our clients' staffs. We have organized ourselves to provide a full array of services so that we can control quality and delivery schedule to the maximum extent.

OUR SERVICES:

The services we offer at McAdams are comprehensive and unique. We provide a full array of services necessary for site development which can be utilized on a project as the project, client and consulting team requires. These capabilities include:

- > Land Planning
- > Landscape Architecture
- > Civil Engineering
- > Stormwater
- > Stream + Wetland Design
- > Geomatics
- > Construction Administration
- > Transportation

ETC Institute (ETC) is a market research firm that specializes in the design and administration of market research for governmental organizations. Their major areas of emphasis include citizen satisfaction surveys; parks and recreation surveys; community planning surveys; business surveys; transportation surveys; employee surveys; voter opinion surveys; focus groups; and stakeholder interviews. ETC was founded in 1982 and they have completed research projects and surveys for clients in 49 states. During the past five years alone, ETC has administered surveys in more than 1,000 cities and counties across the United States. ETC has designed and administered more than 3,500 statistically valid surveys and their team of professional researchers has moderated more than 1,000 focus groups and 2,000 stakeholder meetings.

SERVICES TO BE PROVIDED:

- > Statistically Valid Survey

> LOCATIONS:

Durham, NC (HQ)
2905 Meridian Parkway
Durham, NC 27713
919. 361. 5000

Additional Locations:

Charlotte, NC
Raleigh, NC
Lewisville, TX
Roanoke, TX

> TYPE OF OWNERSHIP:

C-Corporation



> LOCATION:

725 West Frontier Circle
Olathe, KS 66061
931. 829. 1215

> CONTACT:

Jason Morado
913. 254. 4514

STATEMENT OF QUALIFICATIONS

STAFF EXPERTISE

McAdams believes subject matter experts serve our clients the best. We have established a Civic Spaces team to deliver parks, recreation and greenway projects across the region. This team of planners, landscape architects and engineers are solely focused on parks and recreation projects without distractions from other competing projects and deadlines. This dedicated attention also allows us to focus on the market-specific skills required to deliver exceptional projects on-time and within budget. Specifically, our team can offer the Village the following experienced individuals:

Principle-in-Charge: Rachel Cotter, RLA has emerged as a regional leader in delivering system-wide needs assessments for southeastern recreation agencies. She enjoys getting to know the unique needs of each community and developing strategic, actionable solutions to improve an agency's effectiveness; manage resources; and provide exceptional recreational experiences for residents and visitors. Rachel has a personal connection to the Village as her parents live and recreate throughout the community. Rachel has been selected by the National Parks and Recreation Association to deliver a presentation on Planning for a 21st Century Park System, highlighting best practices in comprehensive parks and recreation planning.

Project Manager: Jenn Beedle is a park planner and community engagement specialist. Prior to joining McAdams, Jenn worked as a consultant for Recreation Resources Services (RRS), assisting North Carolina communities, both large and small, to strengthen community capacity to build their park and recreation infrastructure. Jenn is an active member of the North Carolina Recreation and Parks Association (NCRPA) where she has served on a number of committees. Jenn has also presented at local, national and international conferences and has managed similar project scopes for the Towns of Swansboro, Nashville and Smithfield, North Carolina, to name a few.

Former Parks + Recreation Employees: The McAdams team employs park planners with prior experience serving as employees and directors of various parks and recreation agencies. Grayson Maughan will be leading the community engagement aspects of the project. She has a 10-year tenure with the City of Raleigh Parks, Recreation and Cultural Resources department during which she led extensive community engagement campaigns for nationally recognized and public-facing planning projects. Similarly, in a former role, Sonya Shaw, Ph.D., CPRP, served as the parks and recreation director for the Town of Garner and City of Goldsboro. In this capacity, she led the comprehensive planning process from the perspective of a client. Her experience running a successful Commission for Accreditation of Park and Recreation Agencies (CAPRA) accredited park system empowers us to make recommendations from the perspective of the agency.

COMPREHENSIVE PARKS + RECREATION PLANNING EXPERIENCE

McAdams enjoys an excellent reputation in parks, recreation and open space comprehensive and site-specific master planning, evidenced by the positive evolution of each recreation department we serve. Our staff of subject matter experts and nuanced experience allow our team to exceed expectations, respond quickly and develop creative solutions grounded in reality. Through years of successful execution on similar plans with comparable agencies, our team has developed a proven process and database of information from which to draw. This rich project experience positions us as an industry leader in parks and recreation planning, while our attention to detail, proactive project management and client commitment make each project a personal priority for success. Sample parks, recreation and/or open space comprehensive and site-specific master planning experience for our team is listed below.

Comprehensive Planning

- › Huntersville, NC
- › High Point, NC
- › Raleigh, NC^T
- › Holly Springs, NC^T
- › Indian Trail, NC^T
- › Elon, NC
- › Oxford, NC
- › Warren County, NC
- › Wilmington, NC
- › Garner, NC^T
- › Beaufort, NC
- › Thomasville, NC
- › Morrisville, NC
- › Dare County, NC
- › Chatham County, NC^T
- › Rowan County, NC
- › Davie County, NC^T
- › Concord, NC^T
- › Harnett County, NC^T
- › Fayetteville / Cumberland County, NC
- › NC State Parks + Recreation Association
- › Rolesville, NC
- › Hope Mills, NC
- › Old Fort, NC*
- › Wendell, NC*
- › Easley, SC*
- › Pickens County, NC*
- › Front Royal, VA*
- › Ayden, NC*
- › Broadway, NC*
- › Hobbsonville, NZ*
- › Painter, VA*

Site-Specific Planning + Design

- › City Lake Park Master Plan / High Point, NC
- › Council Street Park Master Plan / High Point, NC
- › New Centre Park, Phase II, Master Plan Update / Clover, SC
- › Davie County Community Park / Mocksville, NC
- › Snow Hill Road Park Master Plan / Durham, NC
- › District Park Master Plan / Concord, NC
- › Pender Memorial Park Master Plan / Pender County, NC
- › Meadowbrook Park Master Plan / Garner, NC
- › Yeargan Park Master Plan / Garner, NC
- › District 6 Park Master Plan / Goldsboro, NC
- › Liberty Park, Phase II Master Plan / Mooresville, NC
- › Parkers Ridge Park Master Plan / Chatham County, NC
- › McArthur Road Athletic Park Master Plan / Fayetteville, NC
- › Municipal Park Master Plan / Hope Mills, NC
- › Shawtown Community Park Master Plan / Lillington, NC
- › Lumber River State Park Master Plan / Orrum, NC

^TIndicates project contains trail component

*Indicates prior experience

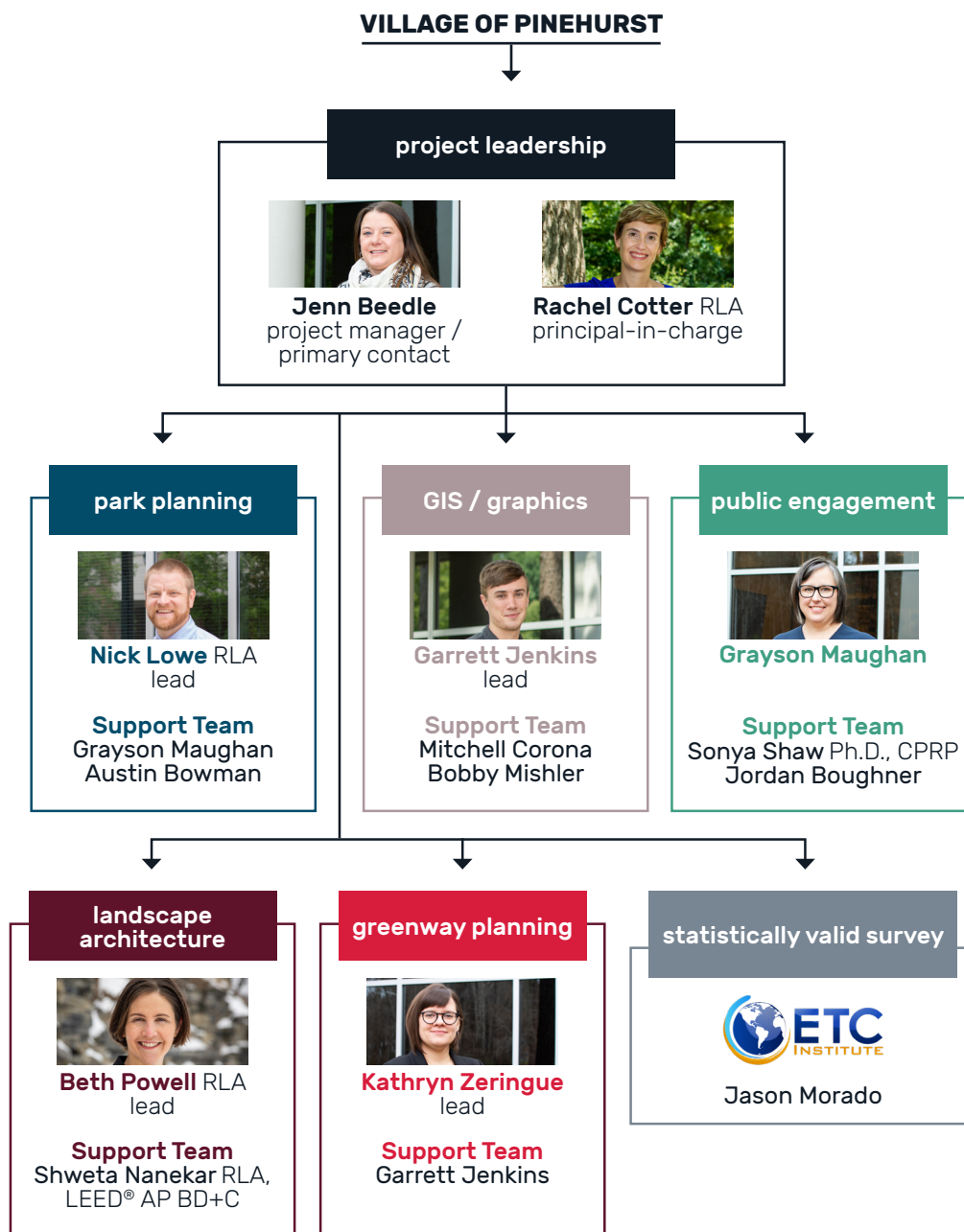
VILLAGE OF PINEHURST EXPERIENCE

McAdams is fortunate to have recently worked with the Village of Pinehurst on several projects, including the National Historic Landmark Designation Condition and Integrity Study (led by Richard Grubb and Associates); the Downtown Amenity Master Plan; and the West Pinehurst Community Park Master Plan. From our work on these projects, we have gained a great deal of knowledge about the community composition, local development context, history and the recreation system that will serve as a launching point for the Comprehensive Parks and Recreation Master Plan.



**PROJECT TEAM +
PROJECT MANAGEMENT**

SECTION 3





Rachel Cotter RLA

McAdams > Principal-in-Charge
Durham, NC

Rachel is a registered landscape architect with over 18 years of experience serving a range of clients throughout all phases of the planning and design process from project inception through closeout. She takes a comprehensive approach to site design, ensuring all physical, environmental and aesthetic aspects of a site are considered, while using the intrinsic qualities of a site to inform practical and innovative design. She is skilled at meeting clients' needs through active listening and establishment of project goals early in the design process. Rachel often facilitates community and stakeholder engagement to inform, gain perspective and understand the perceived needs and wants of individuals who may be directly or indirectly affected by project proposals. Rachel's approach is equitable and strives to achieve project goals in a creative way within the framework of site and budgetary constraints.

> EDUCATION:

Bachelor of Science
in Biology, James
Madison University

Master of Landscape
Architecture,
NC State University

> REGISTRATIONS:

Registered Landscape
Architect (RLA):
NC #1690

RELEVANT EXPERIENCE:

- > Town of Morrisville, Parks + Recreation Master Plan / Morrisville, NC
- > Pinehurst National Historic Landmark, Integrity + Condition Study / Pinehurst, NC
- > Town of Oxford, Comprehensive Parks + Recreation Plan / Oxford, NC
- > City of Wilmington, Update to the Parks + Recreation Open Space Comprehensive Plan / Wilmington, NC
- > Chatham County, Park + Recreation Comprehensive Master Plan Update / Chatham County, NC
- > City of High Point, Comprehensive Master Plan / High Point, NC
- > Town of Holly Springs, Parks, Recreation + Greenway Master Plan / Holly Springs, NC
- > Town of Smithfield, Comprehensive Parks, Recreation + Open Space Master Plan / Smithfield, NC
- > Town of Nashville, Comprehensive Parks + Recreation Master Plan / Nashville, NC
- > Town of Swansboro, Comprehensive Parks + Recreation Master Plan Update / Swansboro, NC
- > Town of Apex, Comprehensive Parks, Recreation, Greenways + Open Space Master Plan Update / Apex, NC
- > City of Fayetteville - Cumberland County, Parks + Recreation Comprehensive Master Plan / Fayetteville + Cumberland County, NC
- > Town of Jamestown, Comprehensive Parks + Recreation Master Plan / Jamestown, NC
- > Town of Elon, Recreation + Parks Master Plan / Elon, NC
- > Town of Morrisville, Comprehensive Parks + Recreation Plan / Morrisville, NC
- > Town of Rolesville, Parks + Recreation Comprehensive Master Plan / Rolesville, NC
- > Chatham County, Parks + Recreation Comprehensive Master Plan Update / Chatham County, NC
- > Harnett County, Comprehensive Parks + Recreation Master Plan / Harnett County, NC
- > Town of Garner, Comprehensive Parks, Recreation, Cultural Resources, Open Space + Greenways Master Plan / Garner, NC

Jenn Beedle

McAdams > Project Manager / Point of Contact
Durham, NC

Jenn discovered her passion for community-based development through her undergraduate work at NC State University. Jenn was presented with an opportunity to return to her alma mater, NC State University, to work as a consultant for a unique organization called Recreation Resources Services. Spending over eight years there, Jenn learned all the ins and outs of the public sector, assisting North Carolina communities, both large and small, to strengthen community capacity to build their park and recreation infrastructure and their ability to provide blue-ribbon services. Jenn is an active member of the North Carolina Recreation and Parks Association (NCRPA) where she's served on a number of committees.

RELEVANT EXPERIENCE:

- > City of Wilmington, Comprehensive Parks + Recreation Master Plan Update / Wilmington, NC
- > West Pinehurst Community Park, Site Specific Master Plan / Pinehurst, NC
- > Town of Nashville, Comprehensive Parks + Recreation Master Plan / Nashville, NC
- > Town of Apex, Comprehensive Parks, Recreation, Greenways + Open Space Master Plan Update / Apex, NC



> EDUCATION:

B.S. in Park, Recreation + Tourism Management, NC State University

M.S. in Park + Recreation Management, UNC Greensboro

Nick Lowe RLA

McAdams > Park Planning Lead
Charlotte, NC

Nick is a senior landscape architect and park planner with McAdams and has 17 years of experience in the planning and industry. Nick has managed complex parks and recreation master plan projects for public agencies throughout the Carolinas and has experience planning outdoor environments and public open spaces. His recent endeavors have led to working with local governments to create high-performance public spaces that include phased master plans, which help maximize valuable resources for construction. His focus on creating parks that reflect place through sustainable design and space making helps clients deliver truly authentic places.

RELEVANT EXPERIENCE:

- > Pearl Street Park, Renovations / Charlotte, NC
- > Town of Huntersville, Comprehensive Parks + Recreation Master Plan / Huntersville, NC
- > Water's Edge Park, Master Plan / Fort Mill, SC
- > Liberty Park, Phase II Improvements / Mooresville, NC
- > Town of Indian Trail, Comprehensive Parks + Recreation Master Plan / Indian Trail, NC
- > Belk Tonawanda Park, Phase I-B / Monroe, NC



> EDUCATION:

B.S. in Horticulture, NC State University

M.L.A., Virginia Polytechnic Institute + State University

> REGISTRATIONS:

Registered Landscape Architect (RLA):
NC #1959; SC #1371

Beth Powell RLA

McAdams > Landscape Architecture Lead
Charlotte, NC

Beth contributes her breadth of skills as a landscape architect to the McAdams team and brings specialized experience in historic preservation. In projects of all types, her preservation perspective informs innovative ways to integrate cultural history with contemporary needs. She has successfully facilitated development of numerous Cultural Landscape Reports, historic master plans and construction documents in alignment with the preservation standards and guidelines established by the US Department of Interior. Her completed planning, design and implementation projects support clients in stewarding their land by identifying and restoring lost historic character; reducing maintenance demand; improving overall sustainability and resilience; and accommodating changing needs without intruding on the historic experience.

RELEVANT EXPERIENCE:

- > Village of Pinehurst, Downtown Amenity Master Plan / Pinehurst, NC
- > Pinehurst National Historic Landmark, Integrity + Condition Study / Pinehurst, NC
- > Frazier Farm Athletic Complex / Rolesville, NC
- > Town of Hope Mills, Heritage Park / Hope Mills, NC
- > Liberty Park Phase II / Mooresville, NC

Grayson Maughan

McAdams > Community Engagement Lead + Park Planning Support
Durham, NC

Grayson brings 10 years of professional experience in the public sector in parks. Her work has had a range of scale from city-wide park master planning to four-acre urban parks. Within this scale also includes master planning of a 300-acre destination park and design of an 18-acre park site. With degrees in urban planning and landscape architecture, she brings a useful set of skills alongside her passion of making places for the future users of the site. Her public sector experience also includes working with two newly formed nonprofit organizations, the City of Oaks Foundation and the Dix Park Conservancy.

RELEVANT EXPERIENCE:

- > City of Wilmington, Comprehensive Master Plan / Wilmington, NC
- > Town of Apex, Comprehensive Parks, Recreation, Greenways + Open Space Master Plan / Apex, NC
- > Dorothea Dix Park, Gipson Play Plaza / Raleigh, NC*



> EDUCATION:

M.L.A. in Landscape Architecture, NC State University

> REGISTRATIONS:

Registered Landscape Architect (RLA):
NC #2244;
VT# 125.0133733



> EDUCATION:

B.S. in Urban Planning, University of Utah

M.L.A., NC State University

*Experience under prior association

QUALITY CONTROL / QUALITY ASSURANCE

McAdams has built a strong reputation for excellence in comprehensive parks and recreation master planning. Such excellence stems from a well-defined and robust quality assurance (preventing errors) and quality control (checking for errors) process (QA/QC). Our process combines the most current best practices and industry standards with internal standards and minimize project errors; reduce liability; achieve approvals with few revisions; and ensure the safety and well-being of the public.

Our QA/QC process is implemented through all phases of the design process, from the initial kick-off meeting through project close out and audit. At each project milestone, deliverables are reviewed by the Client and technical manager from each professional discipline. This process results in achieving Village goals, technical accuracy and maintenance of established project budgets. Each review process electronically documents internal and external comments, ensuring each are addressed prior to initiating the next phase of the project.





PROJECT SCHEDULE

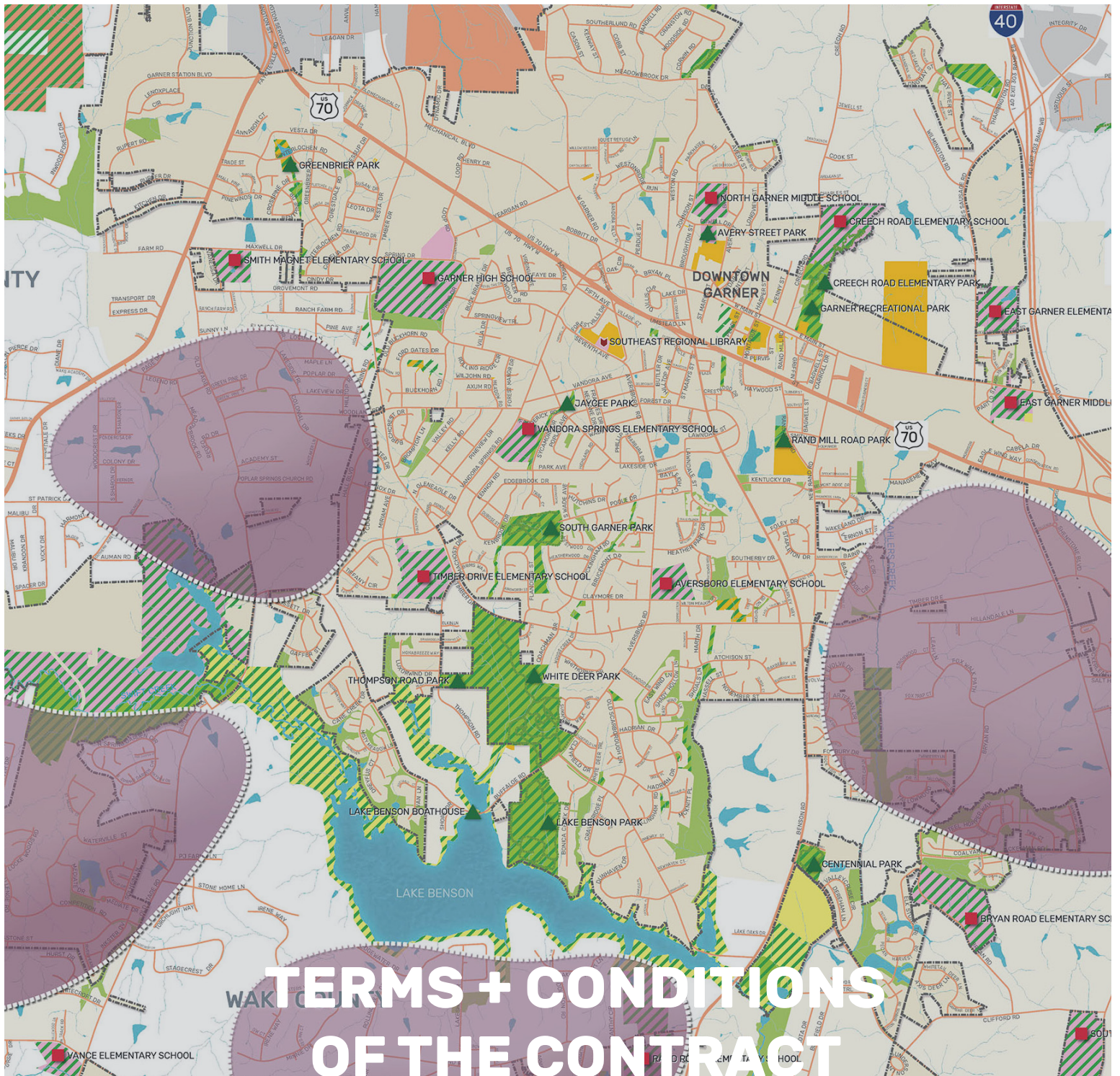
SECTION 4

PROJECT SCHEDULE

Proposed staff will be prepared for timely completion of projects under a potential contractual agreement with the Village.



*Note: Community engagement meetings are recommended only and will be determined collaboratively with the Village during contract negotiations if selected.



**TERMS + CONDITIONS
OF THE CONTRACT**

SECTION 5

The proposal submitted by THE JOHN R. McADAMS COMPANY ("CONSULTANT") is subject to the following terms and conditions (collectively referred to as the "Agreement") and, by accepting the proposal or any part thereof, the CLIENT agrees and accepts the terms and conditions outlined below:

1. PAYMENT

The CLIENT will pay CONSULTANT for services and expenses in accordance with periodic invoices to CLIENT and a final invoice upon completion of the services. Each invoice is due and payable in full upon presentation to CLIENT. Invoices are past due after 30 days. Past due amounts are subject to interest at a rate of one and one-half percent per month (18% per annum) on the outstanding balance from the date of the invoice.

In light of the obvious advantage of resolving questions and disputes regarding CONSULTANT's services and invoices quickly, CLIENT will notify CONSULTANT, in writing, of any questions or dissatisfaction which it may have regarding the cost, quality or appropriateness of services provided related to an invoice within ten (10) days of the invoice date. If CLIENT fails to provide such notice to CONSULTANT, CLIENT agrees that it waives its right to dispute the accuracy and appropriateness of all or part of the invoice.

If the CLIENT fails to make payment to the CONSULTANT within 30 days after the transmittal of an invoice, the CONSULTANT may, after giving 7 days written notice to the CLIENT, suspend services under this Agreement until all amounts due hereunder are paid in full. If an invoice remains unpaid after 60 days from invoice date, the CONSULTANT may terminate the Agreement and/or initiate legal proceedings to collect the fees owed, plus other reasonable expenses of collection including attorney's fees.

2. NOTIFICATION OF BREACH OR DEFAULT:

The CLIENT shall provide prompt written notice to the CONSULTANT if CLIENT becomes aware of any breach, error, omission or inconsistency arising out of CONSULTANT's work or any other alleged breach of contract by the CONSULTANT. The failure of CLIENT to provide such written notice within ten (10) days from the time CLIENT became aware of or should have become aware of the fault, defect, error, omission, inconsistency or breach, shall constitute a waiver by CLIENT of any and all claims against the CONSULTANT arising out of such fault, defect, error, omission, inconsistency or breach.

3. REPRESENTATIONS OF CLIENT:

CLIENT warrants and covenants that sufficient funds are available or will be available upon receipt of CONSULTANT's invoice to make payment in full for the services rendered by CONSULTANT.

4. OWNERSHIP OF INSTRUMENTS OF SERVICE:

All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by the CONSULTANT as instrument of service, shall remain the property of the CONSULTANT. The CONSULTANT shall retain all common law, statutory and other rights, including the copyright thereto. In the event of termination of this Agreement and upon full payment of fees owed to CONSULTANT, CONSULTANT shall make available to CLIENT copies of all plans and specifications.

5. CHANGE ORDERS:

CONSULTANT will treat as a change order any written or oral order (including directions, instructions, interpretations or determinations) from CLIENT which request changes in the Agreement or CONSULTANT's scope of work. CONSULTANT will give CLIENT written notice within ten (10) days of a Change Order of any resulting increase in CONSULTANT's fees. Unless CLIENT objects in writing within five (5) days, the Change Order becomes a part of this Agreement.

6. SITE OPERATIONS:

CLIENT will arrange for right-of-entry to the property for the purpose of performing studies, tests and evaluations pursuant to the agreed services. CLIENT represents that it possesses necessary permits and licenses required for all ongoing activities at the site. If CONSULTANT is advised or given data in writing that shows the presence of underground or overground obstructions, such as utilities, CONSULTANT will give special instructions to our field personnel. However, CONSULTANT is not responsible for any damage or losses due to undisclosed or unknown surface or subsurface conditions, owned by CLIENT or third parties. CONSULTANT will take reasonable precautions to minimize damage to the property caused by our operations. CONSULTANT's fee does not include any cost of restoration due to any damage which may result and CONSULTANT is not responsible for any such repairs unless CONSULTANT fails to take reasonable precautions. If CLIENT desires CONSULTANT to repair such damage, CONSULTANT will comply and add the cost to our fee. Field tests or boring locations described in CLIENT's reports or shown on sketches prepared by CONSULTANT are based on specific information furnished by others or estimates made in the field by CONSULTANT's personnel. Such dimensions, depths or elevations should be considered as approximations unless otherwise stated in CONSULTANT's proposal or report.

7. ASSIGNMENT AND THIRD PARTIES:

Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the CLIENT and CONSULTANT, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the CLIENT and the CONSULTANT and not for the benefit of any other party. Neither the CLIENT nor the CONSULTANT shall assign, sublet, or transfer any rights under or interests in this Agreement without the written consent of the other which shall not be unreasonably withheld. However, nothing contained herein shall prevent or restrict the CONSULTANT from employing independent subconsultants as the CONSULTANT may deem appropriate to assist in the performance of services hereunder.

8. PROJECT SITE:

Should CLIENT not be owner of the project site, then CLIENT agrees to notify the OWNER(s) of the aforementioned possibility of unavoidable alteration and damage to the site. CLIENT further agrees to indemnify, defend and hold CONSULTANT harmless against any claims by the CLIENT or persons having possession of the site through the Owner which are related to such alteration or damage.

9. SURVIVAL:

All of CLIENT's obligations and liabilities, including but not limited to, its indemnification obligations and limitations, and CONSULTANT's rights and remedies with respect thereto, shall survive completion of the expiration or termination of this Agreement.

10. FORCE MAJEURE:

Should completion of any portion of the Agreement be delayed for causes beyond the control of or without the fault or negligence of CONSULTANT, including force majeure, the reasonable time for performance shall be extended for a period at least equal to the delay and the parties shall mutually agree on the terms and conditions upon which Agreement may be continued. Force majeure includes but is not restricted to acts of God, acts or failures of governmental authorities, acts of CLIENT's contractors or agents, fire, floods, epidemics, riots, quarantine restrictions, strikes, civil insurrections, freight embargoes, and unusually severe weather.

11. STANDARD OF CARE:

CONSULTANT shall perform Agreement for CLIENT in a professional manner, using that degree of care and skill ordinarily exercised by and consistent with the standards of professionals providing the same services in the same or a similar locality as the project. There are no other warranties, expressed or implied, including warranties of merchantability or fitness for a particular purpose that will or can arise out of the services provided by CONSULTANT or this Agreement.

12. WAIVER OF CONSEQUENTIAL DAMAGES/LIMITATION OF LIABILITY:

CLIENT agrees that CONSULTANT's aggregate liability for any and all claims that may be asserted by CLIENT is limited to \$50,000 or to the fee paid to CONSULTANT under this Agreement, whichever is greater. Both CLIENT and CONSULTANT hereby waive any right to pursue claims for consequential damages against one another, including any claims for lost profits.

13. SAFETY:

CONSULTANT is not responsible for site safety or compliance with the Occupational Safety and Health Act of 1970 ("OSHA"). Job site safety remains the sole exclusive responsibility of CLIENT or CLIENT's contractors, except with respect to CONSULTANT'S own employees. Likewise, CONSULTANT shall have no right to direct or stop the work of CLIENT's contractors, agents or employees.

14. ARBITRATION:

Any claim or other dispute arising out of or related to this Agreement shall be subject to Arbitration. Such claims and disputes shall first be subject to non-binding mediation, and if mediation is unsuccessful, shall be subject to Arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect. Any demand for Arbitration shall be filed in writing with the other party and with the American Arbitration Association.

15. INDEPENDENT CONTRACTOR:

In carrying out its obligations, CONSULTANT shall be acting at all times as an independent contractor and not an employee, agent, partner or joint venturer of CLIENT. CONSULTANT's work does not include any supervision or direction of the work of other contractors, their employees or agents, and CONSULTANT's presence shall in no way create any liability on behalf of CONSULTANT for failure of other contractors, their employees or agents to properly or correctly perform their work

16. TERMINATION:

Either party may terminate the Agreement with or without cause upon ten (10) days advance written notice, if the other party has not cured or taken reasonable steps to cure the breach giving rise to termination within the ten (10) day notice period. If CLIENT terminates without cause or if CONSULTANT terminates for cause, CLIENT will pay CONSULTANT for all

costs incurred, non- cancelable commitments, and fees earned to the date of termination and through demobilization, including any cancellation charges of vendors and subcontractors, as well as demobilization costs.

17. SEVERABILITY:

If any provision of this Agreement, or application thereof to any person or circumstance, is found to be invalid then such provision shall be modified if possible, to fulfill the intent of the parties as reflected in the original provision, the remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is held invalid, shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by the law.

18. NO WAIVER:

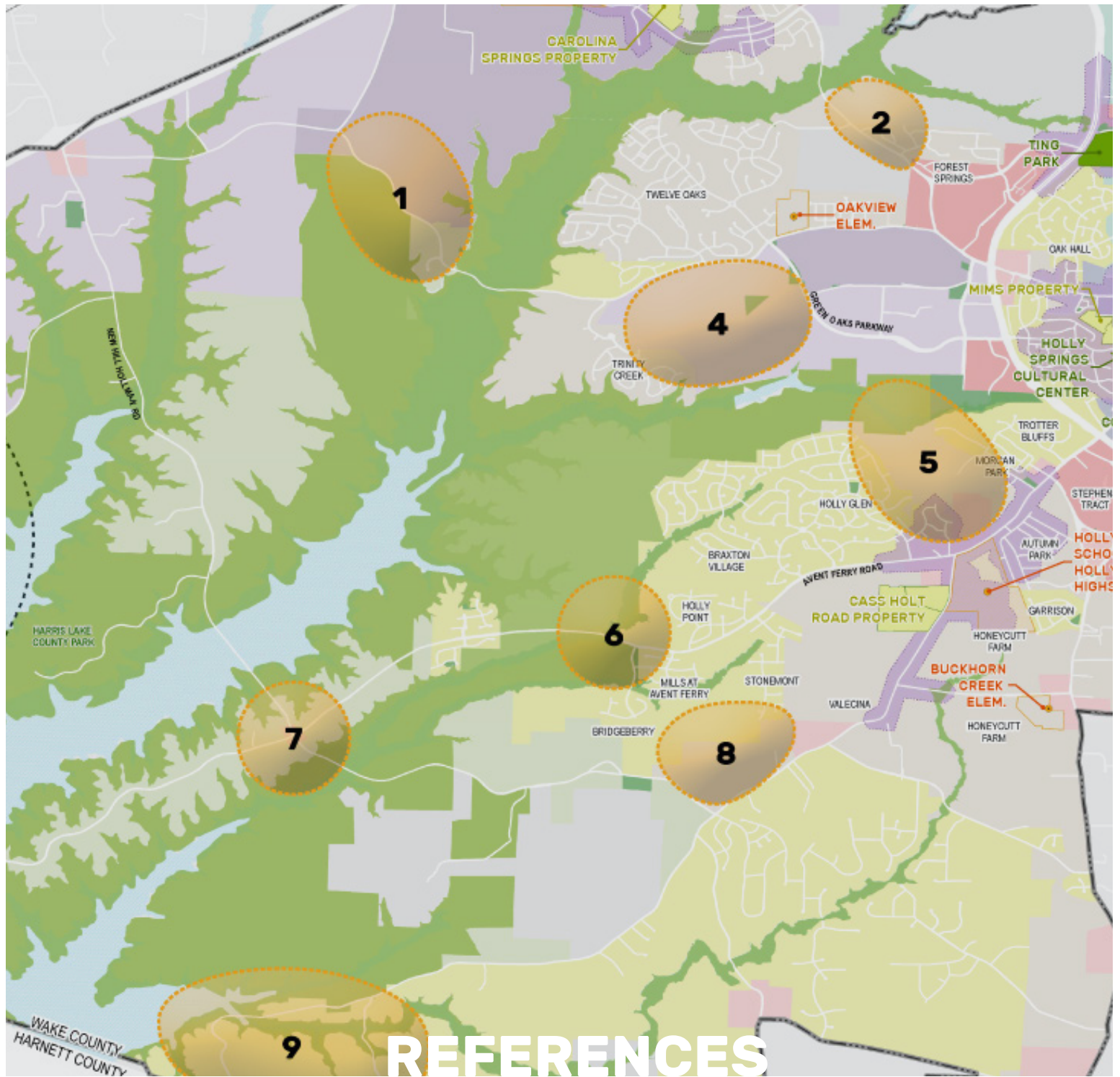
No waiver by either party of any default by the other party in the performance of any provision of this Agreement shall operate as or be construed as a waiver of any future default, whether like or difference in character.

19. MERGER, AMENDMENT:

This Agreement constitutes the entire Agreement between the CONSULTANT and the CLIENT and negotiations, written and oral understandings between the parties are merged herein. This Agreement can be supplemented and/or amended only by a written document executed by both the CONSULTANT and the CLIENT.

20. CHOICE OF LAW:

The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the law of the State of North Carolina, excluding only its conflicts of laws principles.



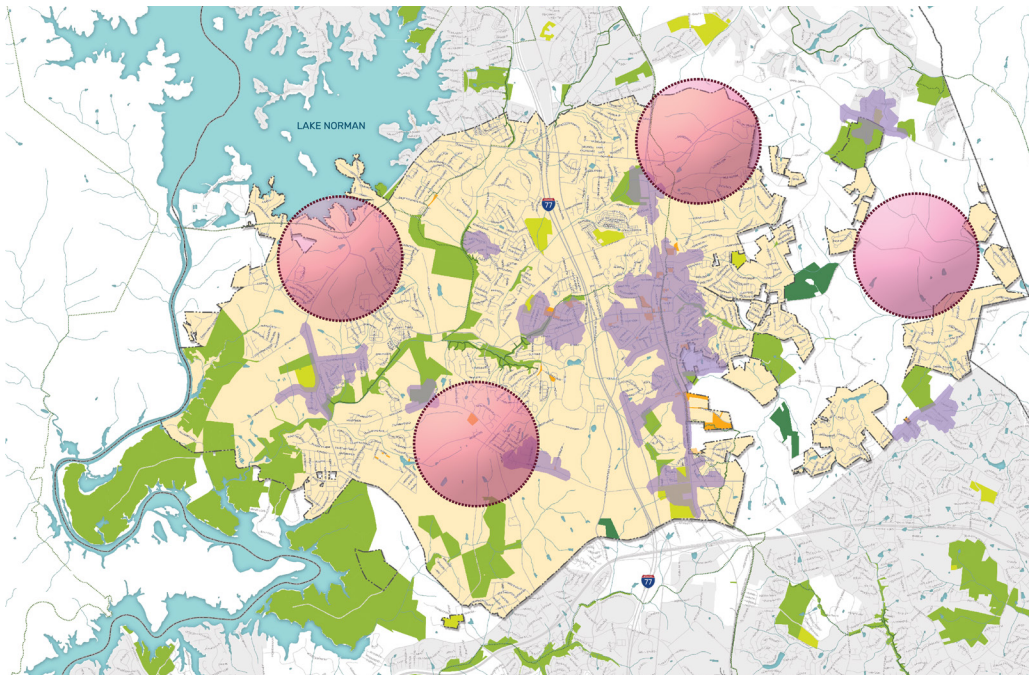
REFERENCES

SECTION 6

Comprehensive Parks + Recreation Master Plan

Balance of Community Facilities + Amenities

> Huntersville, NC



> REFERENCE:

Michael Jaycocks
Town of Huntersville
Parks + Recreation
Director
704. 766. 2228
mjaycocks@
huntersville.org

> PROJECT DATES:

Start: 10/2019
End: 06/2020

> PROJECT SIZE:

Town-wide

> SERVICES:

Park Planning
Landscape Architecture
Public Engagement

Huntersville, one of the most rapidly growing towns north of Charlotte, North Carolina, chose McAdams through the request for qualifications process to execute their Comprehensive Parks and Recreation Master Plan that envisions how the department delivers recreation programming and facilities to the community across a 10-year planning window. The thriving department is one of the premier departments in the State, offering its residents a high-level of programming and elite facilities to recreate. This plan will enable an already vibrant group to continue to excel and build a vision that will help connect parks to greenways, deliver recreation to underserved populations and project park expansion to serve areas of new population growth.

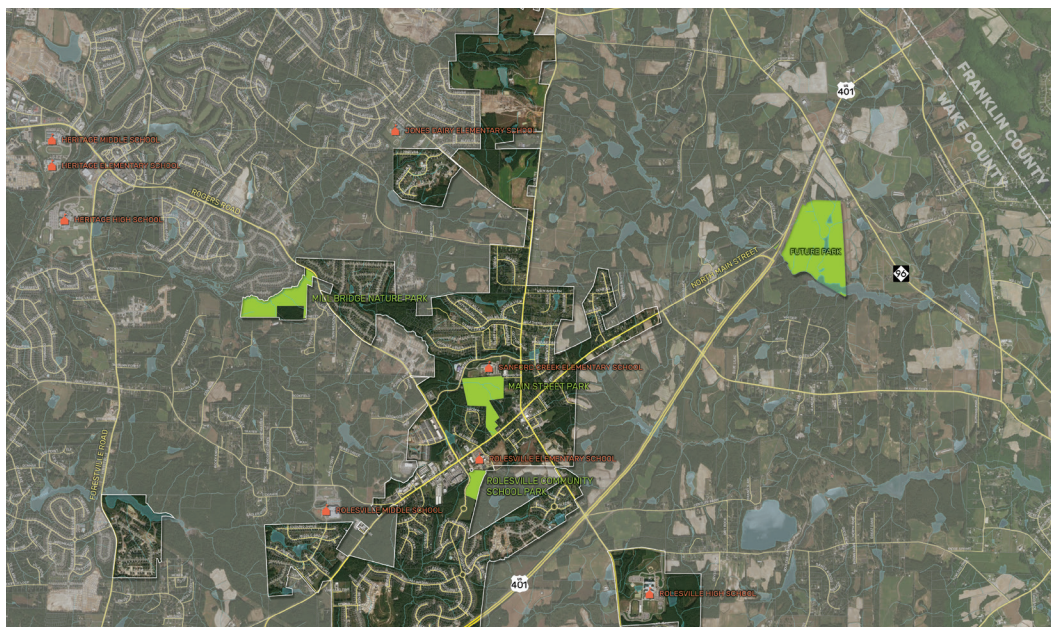
PROJECT MANAGER:

Nick Lowe, RLA

Comprehensive Master Plan

Rolesville Parks + Recreation

> **Rolesville, NC**



> PROJECT OWNER:
Town of Rolesville

► PROJECT REFERENCE:

JG Ferguson
Town of Rolesville
Parks + Recreation
Director
919. 554. 6582
jg.ferguson@rolesville.
nc.gov

> PROJECT DATES:

Start: 11/2017
End: 11/2018

> PROJECT COSTS:

Construction: N/A
Design Fee: \$70,620

► PROJECT SIZE:

Town-wide

> SERVICES PROVIDED:

- Park Planning
- Landscape Architecture
- Public Engagement
- Natural Resources
- Park Management

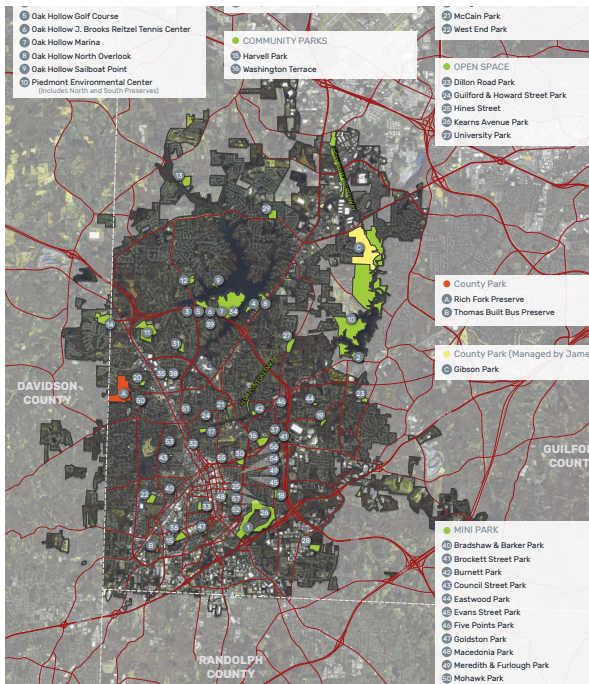
The Town of Rolesville commissioned McAdams to complete a Comprehensive Parks and Recreation Master Plan to include an inventory and assessment; demographics and trends review; benchmarking and level of service; park classifications; community engagement; scientific survey; and program, operations, maintenance and financial assessments. The team worked closely with the agency to develop new recommendations for park classifications that expanded the definitions to include design, maintenance and programming standards. As a relatively new park system, the team helped the Town develop a vision for the future of the department with metric-based goals and objectives for the next 10-year planning horizon. Such metrics require staff to be held accountable while also celebrating successes. The team also focused on recommendations for equitable geographic distribution of parkland and land acquisition strategies resulting in developable land for the intended recreation use. Operationally, the plan suggests refining their maintenance plan to include routine and preventative maintenance and categorize maintenance as level one, two or three, depending on intensity of maintenance needs.

PROJECT MANAGER:

PROJECT MANAGER:
Rachel Cotter, RLA

Comprehensive Parks + Recreation Master Plan

City of High Point
> High Point, NC



> REFERENCE:

Lee Tillery
City of High Point
Director, Parks +
Recreation
336. 883. 3473
lee.tillery@highpointnc.
gov

> PROJECT DATES:

Start: 01/2018
End: 11/2018

> PROJECT SIZE:

City-wide

> SERVICES:

Park Planning
Landscape Architecture
Public Engagement

The City of High Point commissioned McAdams to complete a Comprehensive Parks and Recreation Master Plan to include an inventory and assessment; demographics and trends review; benchmarking; level of service; community engagement; scientific survey; and program, operations, maintenance and financial assessments. The team worked closely with the agency to develop new recommendations for park classifications that expanded the definitions to include design, maintenance and programming standards. One aspect of the plan receiving particular attention was deferred maintenance. The team helped the City refine their maintenance plan and categorize maintenance as level one, two or three, depending on intensity of maintenance needs. Using the list of deferred maintenance items provided by the City, the team developed a detailed and prioritized strategy for executing park improvements and an on-going plan for routine and preventative maintenance.

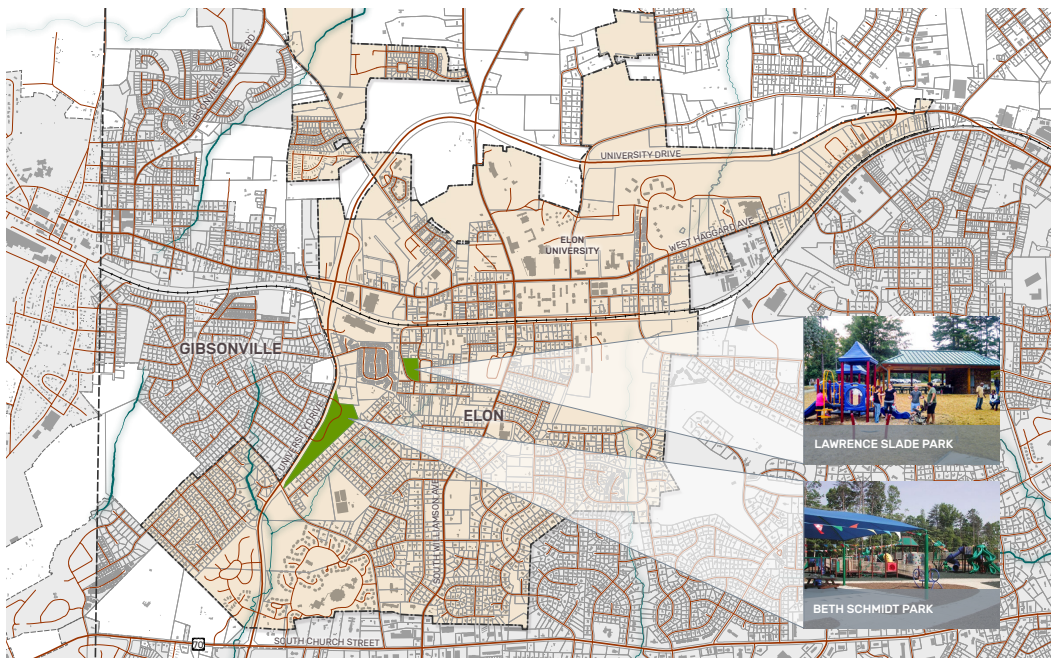
PROJECT MANAGER:

Rachel Cotter, RLA

Comprehensive Parks + Recreation Master Plan

Town of Elon

> Elon, NC



> PROJECT OWNER:
Town of Elon

> PROJECT REFERENCE:
Richard J. White, III
Town of Elon
Town Manager
336. 584. 3601
rwhite@ci.elon.nc.us

> PROJECT DATES:
Start: 04/2018
End: 12/2018

> PROJECT COSTS:
Construction: N/A
Design Fee: \$62,850

> PROJECT SIZE:
Town-wide

> SERVICES PROVIDED:
Park Planning
Natural Resources
Community Input

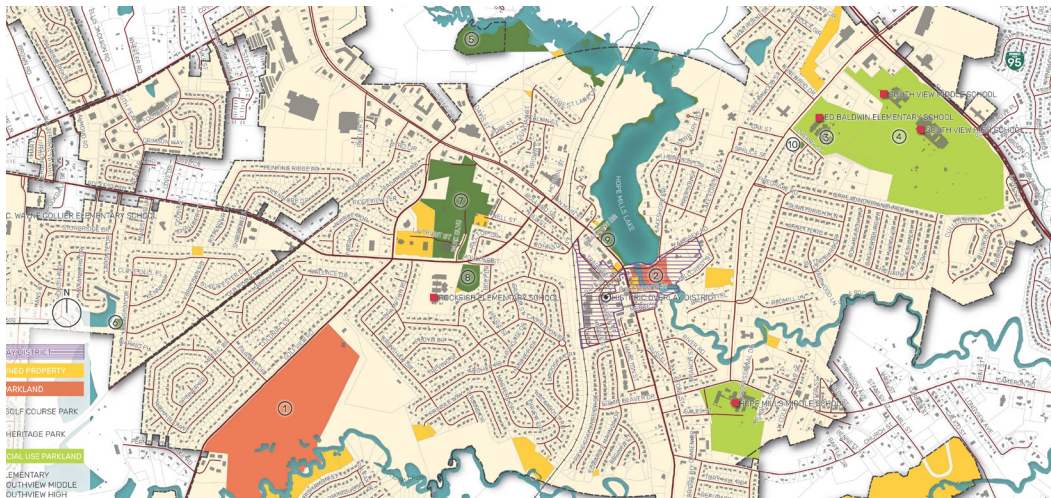
The Town of Elon, rich with history and small-town charm, commissioned McAdams to complete a Parks and Recreation Comprehensive Plan. While Elon's parks system is young, as a progressive community the Town is seeking a plan that offers a vision for a future park system focusing on a connected network of parks and trails, promotion of health and wellbeing and efficient operations that maximize cost recovery and financial resources. The plan focuses on evaluating whether the existing recreational opportunities provided are adequate now and for the next 10 years. The project features an existing conditions evaluation; community engagement; visioning session; development of level of service; operations and maintenance assessment; recommendations; and an action plan.

PROJECT MANAGER:
Rachel Cotter, RLA

Comprehensive Parks + Recreation Master Plan

Town of Hope Mills

> Hope Mills, NC



> REFERENCE:

Lamarco Morrison
Town of Hope Mills
Director
910. 426. 4109
lmorrison@
townofhopemills.com

> PROJECT DATES:

Start: 03/2017
End: 02/2018

> PROJECT SIZE:

Town-wide

The Town of Hope Mills commissioned McAdams to conduct a comprehensive assessment of the Town's approximately 205 acres of developed and undeveloped parkland. The plan was motivated by the acknowledgement of Town residents and leaders that the time had come to diversify park amenities and programs across the community. As a result, the comprehensive plan that was developed further defines the role that parkland, open space, trails and recreational programming can play in the Town of Hope Mills. Additionally, the plan acts as a resource for Town officials, staff and the public alike, to understand current park and facility offerings and to learn what improvements to anticipate. The planning process included both quantitative and qualitative analyses. Quantitative methods were used to provide data-driven recommendations alongside an analytical level of service approach. In terms of qualitative methods, a robust and broad-reaching community outreach plan was employed. The resulting plan recommendations captured the public's, stakeholders' and leaders' desire to prioritize reconditioning and improving its aging parks through renovation and repurposing; identify and bridge equity gaps throughout the park system; and plan for a robust greenway system with meaningful connections. The action and implementation techniques provide Hope Mills staff with a framework to guide, validate and prioritize project implementation.

PROJECT MANAGER:

Rachel Cotter, RLA

> SERVICES:

Park Planning
Landscape Architecture
Public Engagement



UNITED IN OUR PURSUIT OF
YOUR VISION, WE WILL LEVERAGE
OUR KNOWLEDGE, OFFERINGS
AND CULTURE TO **CREATE**
MEANINGFUL EXPERIENCES.



McAdams

www.mcadamsco.com

July 21, 2022

Mr. Mark Wagner
Village of Pinehurst
395 Magnolia Road
Pinehurst, North Carolina 28374

**RE: Pinehurst Comp Plan Scope Draft
Pinehurst, North Carolina
P202211598**

Dear Mr. Wagner,

We are pleased to offer this proposal for planning services related to the development of a comprehensive parks and recreation master plan in Pinehurst, North Carolina.

PROJECT UNDERSTANDING

It is our understanding Village of Pinehurst is interested in development of a comprehensive parks and recreation master plan for a ten-year planning horizon. The below outlines a scope of services needed to complete the master plan.

PROPOSED SERVICES + FEES

We propose the following services (Alphanumeric task numbers are for internal coding purposes):

INVENTORY + ANALYSIS

Fee: \$14,372.50

Site Visits and Inventory:

The project team will conduct a one (1) day tour of all Village owned and operated parks and facilities to gain a deeper understanding of the general character and condition of the park system. The park tours will be documented via digital photography and characteristics such as general condition and maintenance, perceived safety, access, experience, and diversity of amenities will be noted. We invite Village staff to attend the park and facility tours to provide insight on perceived strengths and weaknesses of each park / facility. A summary will be provided describing the strengths and weaknesses of the system. The park assessments will serve as the basis for recommendations addressing park renovations, retrofits, upgrades, expansion and maintenance.

The Village shall complete an electronic spreadsheet provided by McAdams to document the existing inventory of parkland, open space, facilities, and amenities. This inventory will be used as the basis for the Level of Service (LOS) analysis described below.

The site visits, combined with outcomes of the benchmarking analysis, will also evaluate the degree of maintenance compared with staff capacity to determine if staffing levels are adequate.

GIS + Base Mapping:

The team will obtain readily available GIS data from the Village and prepare a base map depicting existing parks and recreation facilities (locations / addresses / PIN numbers to be provided by the Village) and 10-minute walk / drive times. The map will also show primary transportation routes, environmental features (streams, lakes, etc.), and jurisdictional boundaries. The map will demonstrate where there are gaps in service as it relates to public parks.

Review of Demographics + Recreation Trends:

The Consulting Team will utilize the Village's projections and the US 2020 Census information, current projections, and 5 and 10 year projections. The analysis will be supplemented with census tract demographic data obtained from Environmental Systems Research Institute, Inc. (ESRI).

This analysis will provide an understanding of the demographic environment for the following reasons:

- > To understand the market areas served by the park and recreation system and distinguish customer groups; and
- > To determine changes occurring in the Village and region and assist in making proactive decisions to accommodate those shifts.

The following demographic characteristics will be included:

- > Population density;
- > Age Distribution;
- > Gender;
- > Race and Ethnicity; and
- > Household Income.

From the demographic base data, sports, recreation, and outdoor trends are applied to the local populace to assist in determining the potential participation base within the community. For the sports and recreation trends, the Consulting Team utilizes the current issue of the Sports & Fitness Industry Association's (SFIA) Study of Sports, Fitness and Leisure Participation, and ESRI local market potential. Additional recreation trends will be outlined using data sources such as participation trends from the Outdoor Foundation on outdoor recreation trends and current NRPA, the Trust For Public Land, and other industry publications.

Planning / Policy Context + Review of Relevant Documents – Self performed by the Village Staff:

Village staff will provide a comprehensive review of adopted plans and studies such as the Village's comprehensive plan, Unified Development Ordinance, or any other planning documents with implication for parks and recreation planning and design. Village staff will provide a summary of the document including its overall purpose, date adopted, and implication for parks and recreation as it relates to this comprehensive plan.

Programing Analysis:

The project team will inventory all programs and determine which are core to the department and community. Results from community engagement and the statistically valid survey will be used to make recommendations about new programs to introduce.

Level of Service + Benchmarking

During this phase the team will utilize the data gathered from reviews of current conditions, inventory, analysis, and public input to establish the existing Level of Service (LOS) within the parks and services provided. LOS may include (but are not limited to) metrics such as acres of parkland (open space) per 1,000 population, number of facilities per 1,000 population, operating budget per resident or acreage of parkland, miles of trails per 1,000 population, full time equivalent (FTE's) staff per acres of parkland, etc. The project team, in collaboration with the Village, will evaluate up to five (5) metrics for comparison with peer agencies from the NRPA Park Metrics report.

Based on the community and staff input, national benchmarking data from NRPA park metrics reports, , best practices, user preferences as identified within the survey data and public input collected, a set of goals for future LOS will be determined. The goals will help to establish the long-range vision for the agency.

STAFF + STAKEHOLDER COLLABORATION

Fee: \$15,905

Project Kickoff:

We will begin the planning process by conducting kick-off meeting with Village of Pinehurst Parks and Recreation Department leadership staff to review the project goals and objectives, establish lines of communication, finalize the project schedule, outline the public engagement process, and begin gathering data. The meeting will take place on-site and park site visits will follow.

Staff Meetings:

- > Asset Mapping - The project team will facilitate a two-hour, in-person asset mapping workshop with PRCR staff to better understand the existing status of the department. Asset mapping identifies an agencies strength that build brand and market definition, while bringing awareness to threats to the park system and department that need resolution as part of this plan.

- > **Draft Recommendations:** The project team will facilitate a two hour in-person meeting with PRCR staff to present the plan's summary of findings and draft recommendations and solicit input before finalizing and sharing with the public or Council.

Village Council Meetings:

The project team will present the draft recommendations and plan to the Village Council for initial feedback. The project team will incorporate any comments and revisions into the final plan. Village staff will present the final plan for Council adoption.

Project Management:

Comprehensive parks and recreation plans require significant proactive communication and coordination between team members, Village staff, elected officials and other stakeholders. This task includes the following:

- > All correspondence (phone, email or other platform);
- > Management of project schedule;
- > Management of project budget and invoicing;
- > Attendance by two McAdams staff at monthly status meetings with Village staff;
- > Execution of the McAdams QA / QC process; and
- > Any additional tasks associated with maintaining the project schedule, budget, or quality.

This scope and fee assume an eight (8) month project duration and approximately one hour of project management time per week. If the project timeline is extended for any reason, or if project management tasks exceed these assumptions, additional project management fees may apply.

COMMUNITY ENGAGEMENT

Fee: \$7,820

For this project, we propose the following In-person engagement meetings:

1 half day community engagement meeting:

This meeting will take place at the onset of the project to introduce the public to the project purpose and intent, and solicit initial feedback from the public. While the final format for the meeting will be determined in collaboration with the Village, this proposal includes up to 4 hours of time for two staff to attend a half day or evening workshop, community event, traveling trunk show, or other meeting type.

One (1) Planning Board Meeting:

The project team will facilitate one two (2) hour Planning Board collaboration meeting, at the onset of the project to solicit initial input. This proposal assumes this meeting will be concurrent with another task and

not require a separate trip. We welcome the Planning Board members attend the public presentation of draft recommendations to provide additional input.

One (1) Public Open House:

The project team will use a virtual platform to present the draft plan recommendations to the public and solicit feedback.

SCIENTIFIC SURVEY

Fee: \$10,000

Team shall conduct the survey in a method that provides statistically valid data that can be used to identify current demands and future trends regarding recreation facilities, programs, events, and festivals. This will be accomplished by administering a statistically valid random sample survey to a minimum of 300 households within Town of Smithfield for use in short- and long-term planning.

The team has the capabilities of administering the survey by mail, internet, or phone alone. However, we recommend using a combination of mail, internet, and phone. Given the negative impact Caller ID has had on phone survey response rates in recent years and the need to ensure diverse populations are well represented, we offer the combination mail/internet/phone to maximize the overall level of response. This approach enables the team to control the distribution of the survey instrument so that the respondents closely match the census demographics for the Town.

It is anticipated that the survey will be up to 4 pages in length and take approximately 13-16 minutes to administer over the phone. This length will allow for a maximum of 15-20 questions, many with multiple components. Overall results for the survey will have a 95% level of confidence with margin of error of + / - 5% overall.

The survey will be developed so that it can be seamlessly integrated into other master planning tasks. Questions will address a full range of strategically important issues such as:

- > Usage and satisfaction with current recreation facilities and programming;
- > The need for and identification of future programming;
- > The need and unmet need for indoor and outdoor recreation facilities;
- > Support for various revenue generating alternatives;
- > Partnership development; and
- > Overall service delivery.

MASTER PLAN DOCUMENT

Fee: \$6,600

Recommendations:

Based on all data collected and analyzed with comparison to the level of service goals established within the level of service task, the team will begin to formulate specific recommendations for each area of focus for the Village's Parks and Recreation Department (land, facilities, operations, programs, funding strategies). In addition to recommendations for new facilities, specific recommendations may include improvements within the existing facilities and parks such as areas of maintenance, replacement, expansion, and or modification. The plan will also identify geographic gaps of service and provide useful information regarding locations for new facilities, parks and future land set asides.

Action & Implementation Plan:

Based on the Master Plan recommendations as identified above, the team will prepare an Action Plan that outlines the priority needs based on a 10-year planning horizon. The plan will include the recommendations that were identified by the team during the planning process. Each action item will be prioritized as short term, mid-term, or long term. The draft plan will be presented to Staff for comment. Based on such review comments, the Action Plan will be finalized, and the final Master Plan presented at a Village Council meeting for approval and adoption.

EXTRA SERVICES**J. Additional Services:**

When requested by the Client and confirmed by the Client and/or Firm in writing, the Firm shall perform services in addition to those described above in this Agreement and the Client shall compensate the Firm by hourly charges in accordance with the attached Rate Schedule.

K. Reimbursable Expenses:

FEE: Estimate, \$850

Applicable items will be billed in accordance with the attached Rate Schedule.

FEE SUMMARY

TOTAL FEE: \$54,717.50

PROJECT SCHEDULE

The Firm's services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the project. The following is the expected schedule for completion of work on this project:

Schedule to be mutually agreed upon between Client and Firm.

The time limits and schedule set forth above have been agreed to by the Client and Firm, but the time limits and schedule shall be extended for (1) reasonable cause, or for (2) any delays associated with the Firm's work on the project that are not the sole responsibility of the Firm.

CLIENT RESPONSIBILITIES

Client shall be responsible for the following:

- > Notification to proceed;
- > Timely approval of draft reports presented for Client approval;
- > If needed, timely providing of information from other professional services;
- > Payment of all application and permit fees;
- > Payment of Engineering invoices; and
- > Notification to project manager of any problems.

EXCLUSIONS

The following services are not included in this Agreement:

- > Court appearances for litigation, or preparation for same;
- > Revised directives from Client after the site investigation has begun;
- > Design, engineering or surveying services not specifically described herein;
- > Environmental investigations that are wetland/stream delineations, wetlands surveying, wetlands permitting;
- > Detailed traffic studies or engineering; and
- > Additional meetings or presentations beyond those listed herein.

GENERAL CONDITIONS

- > The attached "Terms and Conditions" shall apply to this Agreement.
- > This proposal is valid for 30 days from the above date.
- > Reimbursable expenses will be billed in accordance with the attached Rate Schedule.
- > Client is responsible for all application and permit fees.

CONCLUSION

We appreciate this opportunity to propose our services. We are eager to pursue this project further and thank you for your consideration.

Sincerely,

MCADAMS



Rachel Cotter, RLA
Director, Civic Spaces

RC/bd

Enclosures

ACCEPTANCE

By: _____

Date: _____

Name: _____

Title: _____

ACCOUNTING INFORMATION

Billing Contact: _____

Billing Contact Email Address: _____

Billing Contact Phone Number: _____

Billing Address: _____

1. Specifications for contract by hourly charge, the following rates apply

ROLE	RATE	ROLE	RATE
Principal-in-Charge	\$210 / hour	Designer II	\$120 / hour
Senior Project Manager	\$190 / hour	Designer I	\$105 / hour
Project Manager	\$150 / hour	Senior CAD Technician	\$110 / hour
Senior Project Engineer	\$150 / hour	CAD Technician	\$90 / hour
Project Engineer	\$140 / hour	Survey Director	\$190 / hour
Intern	\$80 / hour	Survey Project Manager	\$150 / hour
Senior Landscape Architect	\$150 / hour	Survey Technician	\$105 / hour
Landscape Architect	\$140 / hour	Survey Crew (2 Man)	\$145 / hour
Landscape Designer	\$120 / hour	SUE Project Manager	\$150 / hour
Senior Planner	\$185 / hour	SUE Technician	\$85 / hour
Planner	\$130 / hour	UAS Crew	\$225 / hour
GIS Manager	\$180 / hour	Senior Project Coordinator	\$95 / hour
GIS Technician	\$110 / hour	Construction Services Manager	\$210 / hour
Graphics / Media Design	\$100 / hour	Construction Services Professional	\$150 / hour
Technical / Grant Writer	\$100 / hour	Construction Observation	\$140 / hour
Technical Manager	\$150 / hour		

Hourly services are recorded and rounded to the nearest 1/4 hour.

2. The following charges apply on all contracts, for copies of plans and specifications sent out of the Engineer's office (to Owner, City regulatory agencies, bidders, contractor, other consultants, etc.):

ITEM	FEE	ITEM	FEE
Oversize + Color Rep.	\$3.00 / each	Oversize Mylar Sepia	\$20.00 / each
Paper Reproductions	\$2.00 / each	Mylar Sepia	\$15.00 / each
Specifications	\$0.10 / each	Paper Sepia	\$5.00 / each

3. The following rates are charged in addition to the above fees:

ITEM	FEE
Fees Paid for Permits and Applications	Cost Plus 10%
Outside Photocopying, Travel, Overnight Delivery, Postage for Mass Mailings	Cost Plus 5%
Subcontractor Invoices	Cost Plus 12.5%

4. Fees are subject to adjustment at the beginning of each calendar year.

5. Projects are billed on a monthly basis and invoices are due upon receipt. Invoices which have been not been paid within 30 days are past due and subject to finance charges of 1.5% per month.

The proposal submitted by THE JOHN R. McADAMS COMPANY ("CONSULTANT") is subject to the following terms and conditions (collectively referred to as the "Agreement") and, by accepting the proposal or any part thereof, the CLIENT agrees and accepts the terms and conditions outlined below:

1. PAYMENT

The CLIENT will pay CONSULTANT for services and expenses in accordance with periodic invoices to CLIENT and a final invoice upon completion of the services. Each invoice is due and payable in full upon presentation to CLIENT. Invoices are past due after 30 days. Past due amounts are subject to interest at a rate of one and one-half percent per month (18% per annum) on the outstanding balance from the date of the invoice.

In light of the obvious advantage of resolving questions and disputes regarding CONSULTANT's services and invoices quickly, CLIENT will notify CONSULTANT, in writing, of any questions or dissatisfaction which it may have regarding the cost, quality or appropriateness of services provided related to an invoice within ten (10) days of the invoice date. If CLIENT fails to provide such notice to CONSULTANT, CLIENT agrees that it waives its right to dispute the accuracy and appropriateness of all or part of the invoice.

If the CLIENT fails to make payment to the CONSULTANT within 30 days after the transmittal of an invoice, the CONSULTANT may, after giving 7 days written notice to the CLIENT, suspend services under this Agreement until all amounts due hereunder are paid in full. If an invoice remains unpaid after 60 days from invoice date, the CONSULTANT may terminate the Agreement and/or initiate legal proceedings to collect the fees owed, plus other reasonable expenses of collection including attorney's fees.

2. NOTIFICATION OF BREACH OR DEFAULT:

The CLIENT shall provide prompt written notice to the CONSULTANT if CLIENT becomes aware of any breach, error, omission or inconsistency arising out of CONSULTANT's work or any other alleged breach of contract by the CONSULTANT. The failure of CLIENT to provide such written notice within ten (10) days from the time CLIENT became aware of or should have become aware of the fault, defect, error, omission, inconsistency or breach, shall constitute a waiver by CLIENT of any and all claims against the CONSULTANT arising out of such fault, defect, error, omission, inconsistency or breach.

3. REPRESENTATIONS OF CLIENT:

CLIENT warrants and covenants that sufficient funds are available or will be available upon receipt of CONSULTANT's invoice to make payment in full for the services rendered by CONSULTANT.

4. OWNERSHIP OF INSTRUMENTS OF SERVICE:

All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by the CONSULTANT as instrument of service, shall remain the property of the CONSULTANT. The CONSULTANT shall retain all common law, statutory and other rights, including the copyright thereto. In the event of termination of this Agreement and upon full payment of fees owed to CONSULTANT, CONSULTANT shall make available to CLIENT copies of all plans and specifications.

5. CHANGE ORDERS:

CONSULTANT will treat as a change order any written or oral order (including directions, instructions, interpretations or determinations) from CLIENT which request changes in the Agreement or CONSULTANT's scope of work. CONSULTANT will give CLIENT written notice within ten (10) days of a Change Order of any resulting increase in CONSULTANT's fees. Unless CLIENT objects in writing within five (5) days, the Change Order becomes a part of this Agreement.

6. SITE OPERATIONS:

CLIENT will arrange for right-of-entry to the property for the purpose of performing studies, tests and evaluations pursuant to the agreed services. CLIENT represents that it possesses necessary permits and licenses required for all ongoing activities at the site. If CONSULTANT is advised or given data in writing that shows the presence of underground or overground obstructions, such as utilities, CONSULTANT will give special instructions to our field personnel. However, CONSULTANT is not responsible for any damage or losses due to undisclosed or unknown surface or subsurface conditions, owned by CLIENT or third parties. CONSULTANT will take reasonable precautions to minimize damage to the property caused by our operations. CONSULTANT's fee does not include any cost of restoration due to any damage which may result and CONSULTANT is not responsible for any such repairs unless CONSULTANT fails to take reasonable precautions. If CLIENT desires CONSULTANT to repair such damage, CONSULTANT will comply and add the cost to our fee. Field tests or boring locations described in CLIENT's reports or shown on sketches prepared by CONSULTANT are based on specific information furnished by others or estimates made in the field by CONSULTANT's personnel. Such dimensions, depths or elevations should be considered as approximations unless otherwise stated in CONSULTANT's proposal or report.

7. ASSIGNMENT AND THIRD PARTIES:

Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the CLIENT and CONSULTANT, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the CLIENT and the CONSULTANT and not for the benefit of any other party. Neither the CLIENT nor the CONSULTANT shall assign, sublet, or transfer any rights under or interests in this Agreement without the written consent of the other which shall not be unreasonably withheld. However, nothing contained herein shall prevent or restrict the CONSULTANT from employing independent subconsultants as the CONSULTANT may deem appropriate to assist in the performance of services hereunder.

8. PROJECT SITE:

Should CLIENT not be owner of the project site, then CLIENT agrees to notify the OWNER(s) of the aforementioned possibility of unavoidable alteration and damage to the site. CLIENT further agrees to indemnify, defend and hold CONSULTANT harmless against any claims by the CLIENT or persons having possession of the site through the Owner which are related to such alteration or damage.

9. SURVIVAL:

All of CLIENT's obligations and liabilities, including but not limited to, its indemnification obligations and limitations, and CONSULTANT's rights and remedies with respect thereto, shall survive completion of the expiration or termination of this Agreement.

10. FORCE MAJEURE:

Should completion of any portion of the Agreement be delayed for causes beyond the control of or without the fault or negligence of CONSULTANT, including force majeure, the reasonable time for performance shall be extended for a period at least equal to the delay and the parties shall mutually agree on the terms and conditions upon which Agreement may be continued. Force majeure includes but is not restricted to acts of God, acts or failures of governmental authorities, acts of CLIENT's contractors or agents, fire, floods, epidemics, riots, quarantine restrictions, strikes, civil insurrections, freight embargoes, and unusually severe weather.

11. STANDARD OF CARE:

CONSULTANT shall perform Agreement for CLIENT in a professional manner, using that degree of care and skill ordinarily exercised by and consistent with the standards of professionals providing the same services in the same or a similar locality as the project. There are no other warranties, expressed or implied, including warranties of merchantability or fitness for a particular purpose that will or can arise out of the services provided by CONSULTANT or this Agreement.

12. WAIVER OF CONSEQUENTIAL DAMAGES/LIMITATION OF LIABILITY:

CLIENT agrees that CONSULTANT's aggregate liability for any and all claims that may be asserted by CLIENT is limited to \$50,000 or to the fee paid to CONSULTANT under this Agreement, whichever is greater. Both CLIENT and CONSULTANT hereby waive any right to pursue claims for consequential damages against one another, including any claims for lost profits.

13. SAFETY:

CONSULTANT is not responsible for site safety or compliance with the Occupational Safety and Health Act of 1970 ("OSHA"). Job site safety remains the sole exclusive responsibility of CLIENT or CLIENT's contractors, except with respect to CONSULTANT's own employees. Likewise, CONSULTANT shall have no right to direct or stop the work of CLIENT's contractors, agents or employees.

14. ARBITRATION:

Any claim or other dispute arising out of or related to this Agreement shall be subject to Arbitration. Such claims and disputes shall first be subject to non-binding mediation, and if mediation is unsuccessful, shall be subject to Arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect. Any demand for Arbitration shall be filed in writing with the other party and with the American Arbitration Association.

15. INDEPENDENT CONTRACTOR:

In carrying out its obligations, CONSULTANT shall be acting at all times as an independent contractor and not an employee, agent, partner or joint venturer of CLIENT. CONSULTANT's work does not include any supervision or direction of the work of other contractors, their employees or agents, and CONSULTANT's presence shall in no way create any liability on behalf of CONSULTANT for failure of other contractors, their employees or agents to properly or correctly perform their work

16. TERMINATION:

Either party may terminate the Agreement with or without cause upon ten (10) days advance written notice, if the other party has not cured or taken reasonable steps to cure the breach giving rise to termination within the ten (10) day notice period. If CLIENT terminates without cause or if CONSULTANT terminates for cause, CLIENT will pay CONSULTANT for all

costs incurred, non- cancelable commitments, and fees earned to the date of termination and through demobilization, including any cancellation charges of vendors and subcontractors, as well as demobilization costs.

17. SEVERABILITY:

If any provision of this Agreement, or application thereof to any person or circumstance, is found to be invalid then such provision shall be modified if possible, to fulfill the intent of the parties as reflected in the original provision, the remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is held invalid, shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by the law.

18. NO WAIVER:

No waiver by either party of any default by the other party in the performance of any provision of this Agreement shall operate as or be construed as a waiver of any future default, whether like or difference in character.

19. MERGER, AMENDMENT:

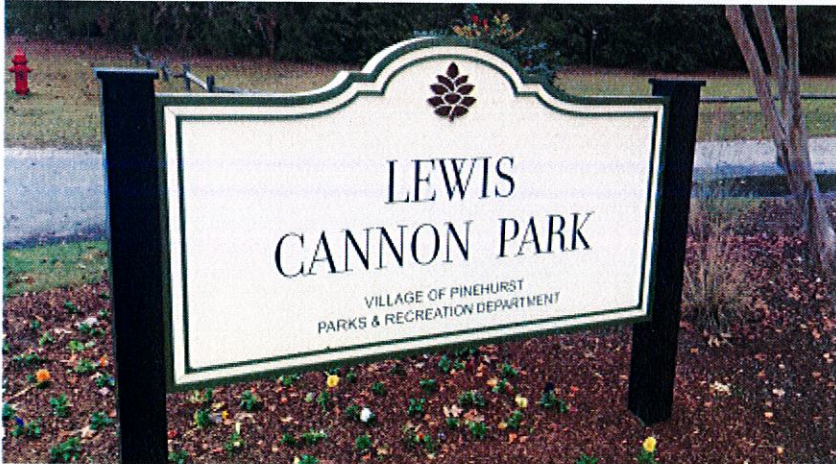
This Agreement constitutes the entire Agreement between the CONSULTANT and the CLIENT and negotiations, written and oral understandings between the parties are merged herein. This Agreement can be supplemented and/or amended only by a written document executed by both the CONSULTANT and the CLIENT.

20. CHOICE OF LAW:

The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the law of the State of North Carolina, excluding only its conflicts of laws principles.

Village of Pinehurst

Comprehensive Master Plan



May 13, 2022

Mark Wagner, Parks and Recreation Director
Village of Pinehurst
210 Rattlesnake Trail
Pinehurst, NC 28374

RE: Statement of Qualifications
Comprehensive Master Plan
Village of Pinehurst

Dear Mark Wagner:

As a local firm to the Village of Pinehurst and a trusted partner on past projects, McGill Associates, PA (McGill) has a vested interest in helping the community thrive and develop new amenities for the benefit of the public. With a desire to continue our existing relationship, we submit this Statement of Qualifications (SOQ) to provide the Village with professional services related to the updated Comprehensive Master Plan. Our team offers extensive expertise in landscape architecture, recreational design projects, park planning, community engagement, and grant administration. With our depth and breadth of resources, we can address all aspects of your project needs.

We understand this Master Plan is needed to address the Village's changing recreational needs and priorities, and we are prepared to provide a responsive plan that will guide the development of the Village's parks, facilities, programs, land acquisition, and unique funding requirements for the next ten years. Please consider the following points when reviewing our SOQ:



Experienced Team: Our exemplary team has decades of recreation planning and design experience across the Southeast providing you with effective service. The proposed project team is comprised of planners, landscape architects, experienced facilitators, and public engagement specialists. Our staff has a deep bench of multiple resource talents. You will see in our proposal a team of professionals that is uniquely qualified to provide outstanding assistance to your community.



Distinctive Plan for the Village of Pinehurst: We understand that master plans are not a one-size-fits-all strategy. A master plan must respond to and reflect the local community makeup and fulfill its needs. We will do so in a timely and effective manner.



Meaningful Public Input Strategy: McGill strives to be proactive in reaching communities for public participation to assess local needs and engage residents. We use multiple platforms — including virtual platforms — to facilitate inclusive, transparent, and convenient public input. Our team will partner with the Village to identify challenges, formulate responsive solutions, and manage successful project completion. Through partnership, we strive to create the best results for the Village of Pinehurst to shape your community together.



Proximity: McGill has an office location just 2 miles from the Village of Pinehurst offices. This allows our dedicated staff to be easily accessible to make site visits and attend meetings on short notice.



Funding and Plan Implementation: McGill has helped many of our clients with the grant application process to help fund the implementation of various park master plan recommendations, including North Carolina Parks and Recreation Trust Fund (PARTF) grants. LuAnn Bryan, McGill's project consultant, will lead our team with the grants and funding components of this project. She has worked on over 288 PARTF grants that were funded and has assisted with other related grants for park development.

We are well-positioned to assist the Village of Pinehurst in achieving its goals and recreation objectives, but our interest in this project goes beyond the gratification of serving the Village. We have a profound devotion to bettering the livelihoods of local communities. McGill takes pride in serving our clients and helping improve the public welfare. Thank you for your consideration.

Sincerely,
MCGILL ASSOCIATES, PA

A handwritten signature in blue ink, appearing to read 'DK Honeycutt'.

DAVID HONEYCUTT, PE
Principal / Pinehurst Office Manager

A handwritten signature in blue ink, appearing to read 'Mike Norris'.

MIKE NORRIS, PLA
Director of Land Planning and Recreation



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PREPARED FOR

Mark Wagner
Parks and Recreation Director
Village of Pinehurst
210 Rattlesnake Drive
Pinehurst, NC 28374

PREPARED BY

McGill Associates, PA
5 Regional Circle, Suite A
Pinehurst, NC 28374
910.295.3159
mcgillassociates.com

01 | Executive Summary



Land Planning Experience

- McGill has an award-winning land planning and recreation team known for designing and creating spaces that seamlessly tie together built and natural environments.
- We have received special recognition by multiple organizations, including the North Carolina American Society of Landscape Architect and the North Carolina Main Street Center.



Project Understanding

- The proposed project team intends to provide master planning services requested by the Village of Pinehurst to prepare for funding opportunities and better serve the community through the creation of a Comprehensive Master Plan.
- McGill undertakes a five-phase process to develop a master plan to provide a clear path forward for the Village of Pinehurst.



Commitment to Success

- We take the time to understand the unique culture of every community to create exceptional places for future generations.
- McGill knows that the development and regeneration of sustainable and memorable public places requires community engagement, economic investment, and community buy-in.
- Through partnership, we will shape the best results for Pinehurst, Village staff, stakeholders, and its citizens.

Unique Qualifications



Mike Norris, PLA

Director of Land Planning and Recreation
mike.norris@mcgillassociates.com
p. 828.310.5238 f. 828.328.3870

- Leader of all parks-related master plans produced by McGill for the past 21 years
- Highly experienced with garnering interactive public input and community engagement

Proximity to Project



McGill Pinehurst Office
5 Regional Circle, Suite A
Pinehurst, NC 28374



2 miles



**Village of Pinehurst
Offices**



02 | Statement of Qualifications

Office Locations



Local Office:

5 Regional Circle, Suite A, Pinehurst, NC 28374
910.295.3159

At a Glance

Legal Name: McGill Associates, PA
Incorporated / Year: 1984
Business Type: Corporation
License: C-0459

How We're Different

McGill serves public and private clients throughout the Southeast. The range and depth of McGill's expertise includes a wide spectrum of engineering services, land planning and recreation, as well as consulting services.

Our foundation is built on creating comprehensive solutions in a personal way. Collaboration is the key to our success and clients are an integral part of every project at McGill. By building lasting relationships with communities, we understand our clients' visions and project goals. Our dedicated project team focuses on delivering a customized solution for each unique community.

We help our clients identify challenges, formulate responsive solutions, and manage successful project completion. Through partnership, we shape the best results for each client and community.

McGill is registered with the North Carolina Secretary of State.

What We Do



Subconsultant



Contact

Ryan Murray

Assistant Director of Community Research

ryan.murray@etcinstitute.com

Office Location

725 West Frontier Lane, Olathe, KS 66061

913.829.1215 | etcinstitute.com

ETC Institute is a market research firm that specializes in the design and administration of market research for governmental organizations. Since 1982, the firm has completed research projects for organizations in 49 states. ETC Institute has designed and administered more than 3,500 statistically valid surveys, and the team of professional researchers has moderated more than 1,000 focus groups and 2,000 stakeholder meetings. During the past five years alone, the firm has administered surveys in more than 700 cities and counties across the United States. ETC Institute has conducted research for more major cities and counties than any other competing firm.

Core services of the firm involve conducting statistically valid surveys and related market research. ETC Institute has conducted more than 500 surveys for parks and recreation systems in 46 states across the country for a wide variety of projects, including parks and recreation master plans, strategic plans, and feasibility studies with experience in more than 300 parks and recreation projects.

Services Provided

- Statistically valid surveys
- Citizen satisfaction surveys
- Parks and recreation surveys
- Community planning surveys
- Business surveys
- Transportation surveys
- Employee surveys
- Voter opinion surveys
- Focus groups
- Stakeholder interviews

Minority and Woman-Owned Business Enterprise (MWBE) Participation in this Project

McGill is committed to supporting the Village's efforts to promote the participation of MWBE businesses. Although we cannot claim the firm partnering with McGill on this project are registered as a MWBE business, we do believe that partnering with firms, like ETC Institute, is in line with the intent of the Village's MWBE program. McGill has searched NCIPS and its internal database for firms that provide the same services and has not identified suitable alternatives for this project. If the Village has an identified consultant that can provide similar services, McGill is amenable to changes to the team during contract negotiation.

ETC Institute was founded in 1982 by Dr. Elaine Tatham, who acted as president and 100% owner of the company until 2020. The firm offers a unique benchmarking product based on over 330 community surveys.



Village of Pinehurst Projects Within the Last Five Years

Project Name	Completion Date	Project Type / Service Area
Cannon Park Community Center	2020	Land Planning and Recreation
Magnolia Road Streetscape	2021	Land Planning and Recreation
Rattlesnake Trail at Cannon Park Sidewalk, Parking Lot, and Greenway	2021	Civil Engineering and Land Planning and Recreation
Stormwater Management Master Plan	Ongoing	Water Resources
On-Call Contract (Various Related Projects)	Ongoing	On-Call Services

Team Experience

McGill Staff	Key Personnel					
Projects	David Honeycutt	Mike Norris	LuAnn Bryan	Jim Ford	Kurtis Durrant	Ryan Murray
Cannon Park Community Center, Village of Pinehurst						
Magnolia Road Streetscape, Village of Pinehurst						
Rattlesnake Trail at Cannon Park Sidewalk, Parking Lot, and Greenway, Village of Pinehurst						
Stormwater Management Master Plan, Village of Pinehurst						
Comprehensive System-Wide Parks and Recreation Master Plan, Town of Blowing Rock						
Recreation Master Plan, Town of Holden Beach						
Comprehensive System-Wide Parks and Recreation Master Plan, Town of Knightdale						
Comprehensive System-Wide Parks and Recreation Master Plan, Town of Wendell						
Comprehensive System-Wide Parks and Recreation Master Plan, Ocean Isle Beach						

Project Understanding

McGill understands that the Village of Pinehurst is seeking assistance for the development of a Comprehensive Parks and Recreation Master Plan, which will evaluate existing facilities, parks, trails, and programs and will set project priorities for future planning. The Pinehurst Parks and Recreation Department oversees numerous parks and recreational programs within the Village, and we acknowledge that the selected firm will work with the department to provide master planning and design services that meet the current North Carolina PARTF grant standards. We propose a five-phase process to satisfy the Village's needs, address each of the tasks outlined in the Request for Qualifications (RFQ), and provide a clear path for providing parks and recreation needs for the Village of Pinehurst through the next ten years.

This initiative addresses multiple objectives, including:

- Development of recreation program parameters for the community
- Coordination of programs and objectives with other recreation services providers
- Involvement of the public
- Structure and approach for program management
- Capital improvements programming
- Program implementation strategy

The following pages contain a summary of our proven approach for developing a Comprehensive Parks and Recreation Master Plan for the Village of Pinehurst.

Project Approach



Phase 1: Establish Project Oversight Group

At the beginning of the project, McGill will establish a project oversight group that will hold regular meetings to review progress, receive information, and assist in the development of recommendations for the project as it progresses. During Phase 1, McGill will:

- Coordinate with the Village to designate a project oversight group
- Develop final project scope and plan for achieving all items outlined in Task 1, including the development of the Master Plan document, executive summary, and all deliverables
- Program meaningful public involvement
- Finalize project schedule and budget
- Define project management parameters
- Outline recreation master plan objectives
- Detail the Village roles in recreation services
- Complement and strengthen other local recreation programs
- Present briefings to Village staff and other pertinent officials
- Decide short-term and long-term strategies for program development

Review of Demographics Trends

McGill will review the Village's current population and projections provided by the Village to better understand the market and growth trends.

Our team will:

- Review demographic and land-use forecast for a ten-year planning period
- Determine where and when anticipated growth will occur
- Recognize the user groups within the Village to determine their recreation needs
- Understand recreational services areas and distribution for the existing and future recreation system



Phase 2: Inventory and Analysis

The team will conduct site visits with Village staff to each site and parks and recreation facility to inventory and evaluate the facilities. This inventory analysis will include the following evaluation:

- Park maintenance
- Visual observation of Americans with Disabilities Act (ADA) compliance
- Visual appeal of the park

- Park security
- Overall rating of the park setting

Other important tasks in the analysis will include the following. McGill staff will:

- Conduct a survey and assessment of community recreational needs
- Take inventory of public and private recreational services and facilities in the community that impact the citizens and identify gaps in programming and access in the Village
- Review neighboring recreation and parks programs
- Identify private and non-profit opportunities
- Evaluate current recreation sites and examine regional recreation considerations
- Recognize limiting factors for program development
- Identify anticipated growth areas and rates
- Determine and integrate existing planning efforts
- Provide an overview of special facility trends
- Identify active and passive recreation facilities
- Uphold maintenance standards and address evolving program standards

Needs Assessment

- Compare current recreation facilities and amenities with state and national standards
- Develop specifications and formulate facility needs and locations, including ADA access barrier to parks, facilities, and services
- Identify and evaluate current and future recreation trends
- Develop a map and database of parks and recreation resources
- Pinpoint areas for potential park system acquisitions for new facilities and greenways

Community Information Gathering

McGill's approach to creating or updating a comprehensive parks and recreation master plan is to allow the process to be designed by the community, not for the community. Obtaining meaningful community input will be essential to develop a viable and successful planning document.

Not only should opportunities be offered to allow residents to provide input but should also be planned in order to engage the community.

We have learned from previous experience that hosting project-specific community meetings does not generally receive the attendance that the client desires. McGill realizes the importance of this effort and supports the idea of reaching out to the public.

We recommend the following to obtain a successful community engagement that will contribute to a strong cross section of the area:

- Three public open-house events
- Six focus group meetings
- Two stakeholder interviews

Public Meetings

Planned community workshops in conjunction with other community events has proven to be very successful in achieving effective community input.

In addition to community workshops, it will be important to distribute recreation surveys and conduct focus group interviews. Potential methods for distributing the survey and notification of community workshops will be achieved by the following:

- Sporting events
- Community events
- Local schools
- Civic and community organizations
- Website recreation survey
- Digital media (project web page, Village web site, local television, public broadcasting, etc.)
- Village social media pages

Focus Group Interviews and Stakeholder Meetings

Focus groups and stakeholders are a collective group of people from various organizations who may have interest in this planning effort and can offer input and guidance for this process. This forum is typically conducted at the initial stage of the planning effort and will provide an interactive discussion for obtaining meaningful input. The group should be composed of one or two

representatives from organizations, such as civic groups, Pinehurst Village Council, park directors within the County, parks and advisory board, athletic associations, or the chamber of commerce.

McGill has the resources to facilitate community engagement through a variety of methods. The following are techniques that we would propose for engaging the residents of Pinehurst, if meeting face-to-face is possible:

- In-person presentations
- In-person informal reviews

The platforms that could be used to offer online presence will be based on the types of meetings that will be held. These platforms include:

- Virtual meetings
- Additional interactive surveys
- Google Meet, Microsoft Teams, etc.



Statistically Valid Public Input Survey

As part of the McGill team, ETC Institute will primarily be leading the survey for the Village. McGill will develop a survey (up to five pages in length) to be administered through a combination of mail, email, and phone sampling. The following are the tasks associated with conducting said survey:

Survey Design and Sampling Plan

- Develop survey content with Village staff
 - McGill will provide sample questions and tailor survey to Village needs
 - We will revise drafts up to three to four times through virtual meetings with Village staff
- Approve survey (up to five pages in length)
- Conduct pilot test
- Select a random, address-based sample of residents

Survey Administration

- Administer the survey by a combination of mail, internet, and phone
 - McGill will mail the survey and a cover letter (on Village letterhead) to a random sample of households

- Only one survey per household will be sent with postage-paid envelopes provided by McGill for each respondent
- The Village will provide a cover letter for the mailed survey, which will contain a link to an online version of the survey
- Residents who receive the survey will have the option of returning the printed version by mail or completing it online
- Follow up with survey respondents
 - Approximately seven to ten days after the surveys are mailed, the McGill team will follow-up via email and / or phone
 - We will continue following up with households until reaching a minimum of 400 completed surveys (this sample size will have a margin of error of $\pm 4.9\%$ at the 95% level of confidence at the Village level)
- Monitor distribution and response
 - We will monitor the distribution of the sample to ensure that the sample reasonably reflects the demographic composition of the Village
 - This includes composition with regard to age, geographic dispersion, gender, race, ethnicity, and other factors

Survey Analysis and Final Report

- Submit a final report to the Village that will include, at a minimum, the following items:
 - Formal report that includes an executive summary of the survey methodology and a description of major findings
 - Charts and graphs that show the overall results of each question on the survey
 - Benchmarking analysis to residents in other communities
 - Priorities-investment rating analysis identifying the facilities and programs that should receive the highest priority for investment from the Village
 - Cross-tabular data that show survey results for selected questions on the survey broken out by key demographic variables (i.e. age, gender, race / ethnicity)

- Tabular data that shows the results for each question on the survey, including open-ended questions
- A copy of the survey instrument
- Submit survey findings report in an electronic format and also provide the raw data in an Excel database, or other format as requested by the Village



Phase 3: Recreation Facilities and Programs Service-Level Analysis, Benchmarking, Assessment, and Recommendations

Park Resources Assessment

As part of the Village's park system analysis, McGill will evaluate other park systems throughout the state and Southeast that are of similar demographics, trends, and structure in order to compare and benchmark the departments level of service to other recreation systems. This data will assist in determining if the current level of service matches or varies from other recreation departments. The evaluation can strengthen a recommendation for future improvements to the community. Based on these findings, McGill will make specific recommendations addressing future needs, including park acquisitions, development, and program improvements.

Park Resources Action Plan

Recommendations and proposals in the park resources action plan will be based on input and results from the survey, public engagement, staff, and previous experience of McGill.

Recommendations

The recommendations McGill will provide will vary from improvements to existing parks and recreation facilities to new facilities in order to address the level of services and distribution of facilities.

We propose providing recommendations on the following:

- Recreation programming
- Parks and open space facilities
- Greenways, bikeways, and pathways
- Matching need with facilities

- Locating future recreation facilities
- Land acquisition
- Improvements at existing facilities
- Program linkages (shared use)
- Joint recreation planning interaction with recreation providers within the County
- Economic development
- Quality of life indicators



Phase 4: Program Implementation and Plan Development

- Schedule new improvements and services
- Identify costs for proposed improvements
- Evaluate and develop recommendations for staffing
- Provide programming and funding strategies, including the formulation of a Capital Improvements Plan (CIP)
- Create an operations and maintenance plan
- Develop final priorities for development, including a plan to help implement the comprehensive plan goals and guide future park development
- Based on the Village's planning and development ordinances and applicable municipal ordinances, propose any amendments or new ordinances to accomplish park development goals and objectives



Phase 5: Final Plan Development

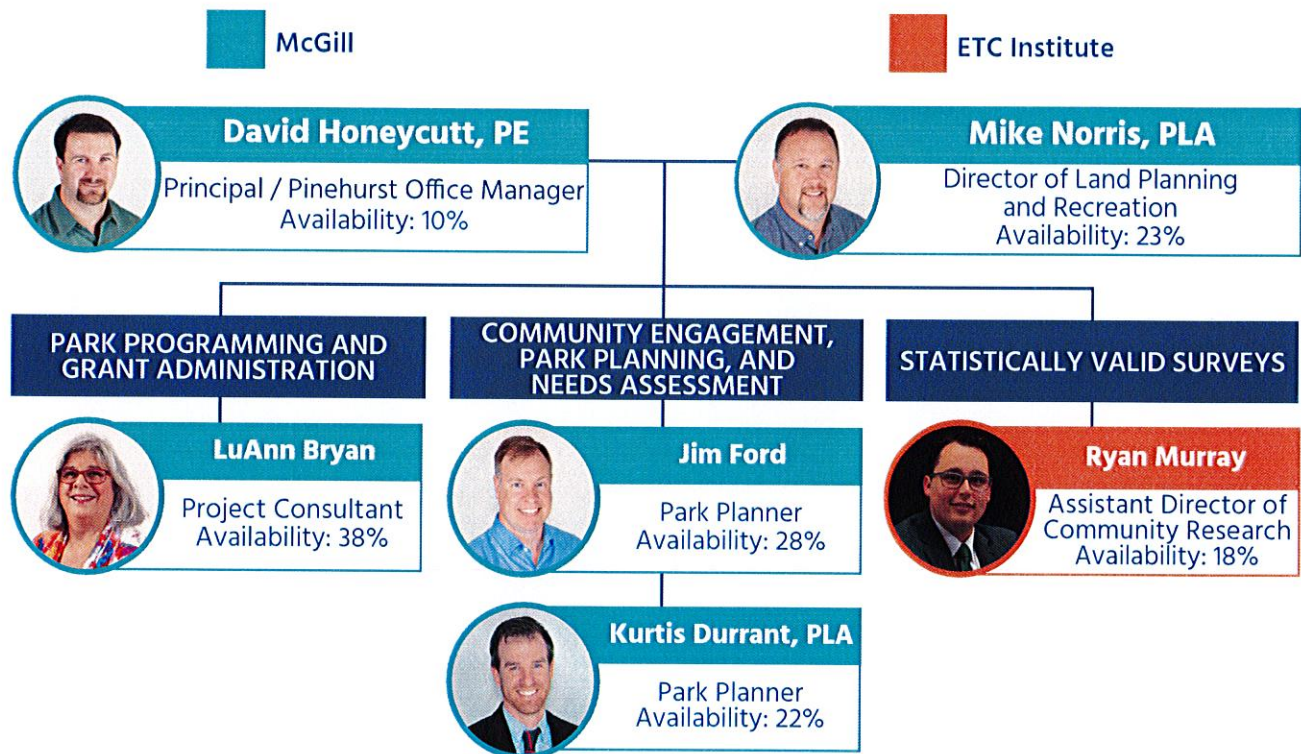
McGill will develop an final plan based on analysis of acquired data and findings from public engagement and stakeholder meetings. The final plan will:

- Incorporate comments and changes from the project oversight group
- Submit draft to Village staff, elected officials, and public for review
- Incorporate feedback from presentation findings
- Present final plan for approval and adoption of Master Plan

03 | Project Team and Project Management

Team Overview

Our goal in assembling the proposed team outlined below is matching the individual and team qualifications with the expertise and experience appropriate for this project. Our comprehensive project team approach is particularly appropriate for projects where coordination, scheduling, and efficiency are important considerations.



Quality Assurance and Quality Control

McGill ensures the highest quality end results using established procedures and innovative communications tools. Our project team members carefully review data with the client from project start to completion.

At the appropriate stages of the project, an experienced team member will perform a review to look for areas that may require further clarification or design, to minimize changes throughout the project. In addition, quality assurance and quality control technical reviews of the project will also be conducted to ensure the is complete and accurate.

We provide consistent and effective coordination throughout all steps of project development. McGill understands that applying quality control and assurance measures during every phase of a project, not just at the end, greatly contributes to successful project completion. Throughout planning and design, our team implements a structured quality assurance program to ensure successful projects.



Mike Norris, PLA

Director of Land Planning and Recreation

Project Role: Project Manager

Mike Norris is an award-winning, registered landscape architect with extensive experience in park master planning and design services. He has performed sustainable comprehensive park master planning and design, landscaping design, and signage and trail design. Mike offers expertise in all phases of landscape architecture and land planning, including master planning, due diligence evaluations, rezoning, ADA compliance, and public information sessions. Mike has an array of experience garnering interactive public input, and he particularly enjoys involving the public in his projects through community meetings and charrettes, which allow him to understand the needs and culture of the community. He has completed many successful projects that incorporate active and passive park planning, greenways, trails, and streetscapes — many of which incorporate environmentally respectful planning and low-impact design elements.

Mike has comprehensive system-wide master planning experience with many North Carolina municipalities and counties, including:

- Onslow County
- Brunswick County
- Town of Ocean Isle Beach
- Town of Blowing Rock
- Town of Wendell
- Town of Siler City
- Ashe County
- Burke County
- Catawba County
- Chatham County
- City of Brevard
- City of Lenoir
- City of Shelby
- Lincoln County
- McDowell County
- Village of Pinehurst

Mike has site-specific master planning experience including:

- Town Center Park, Town of Ocean Isle Beach
- Memorial Park Master Plan, Town of Blowing Rock
- Downtown Master Plan, Town of Apex
- Lake James State Park – Paddys Creek West End Development / Hidden Cove Improvements, Burke County

Education

BLA, North Carolina
State University

Professional Licensure

PLA NC #1048
PLA SC #1016
PLA TN #836

Professional Associations

- American Society of Landscape Architects (ASLA)
- North Carolina Recreation and Park Association (NCRPA)

Years of Experience

24

Office Location

Hickory

Specializations

- Comprehensive master planning
- Park design
- Public information sessions
- Management
- Project management
- Park programming



LuAnn Bryan

Project Consultant

Project Role: Park Programmer and Grant Administrator

Office Location: Raleigh | **Years of Experience:** 44

Through her 43-year career in parks and recreation, LuAnn Bryan has developed a deep knowledge of and a diverse mix of experience in the profession. After graduating from college, she became the fourth female park ranger in North Carolina. LuAnn has worked on a variety of projects, including master plans, trail design, pocket parks, school and downtown parks, major athletic complexes, aquatic facilities, and recreation centers (0.5-acre projects up to 1,000-acre projects). LuAnn has significant experience relating to citizens and local leaders of communities, which she has found to be essential for project success. She enjoys assisting clients with attaining grant funds and has extensive knowledge in PARTF guidelines and standards.

Education

MPA, East Carolina University

MS, Recreation Resources, North Carolina State University

BS, Parks, Recreation, and Conservation Administration, East Carolina University

Recreation and Parks Master Plan Experience

- Town of Knightdale
- Pender County
- Onslow County
- Town of Holden Beach
- Town of Shallotte
- Haywood County
- Town of Knightdale
- Brunswick County



Jim Ford

Park Planner

Project Role: Public Engagement

Office Location: Hickory | **Years of Experience:** 20

Jim Ford is an experienced planner who creates sustainable designs through environmentally conscious greenway and open space design and low-impact development concepts. He has attained LEED Gold and Platinum designations for numerous landscape plans. Jim serves public interests through quality landscape design, ecologically sensitive planning, and environmental design to help protect and restore native habitats, improve water and air quality, and provide for educational opportunities for persons of all ages.

Recreation and Parks Master Plan Experience

- Ashe County
- Burke County
- Catawba County
- Chatham County
- Brunswick County
- City of Brevard
- City of Lenoir
- City of Marion
- City of Shelby
- McDowell County
- Onslow County
- Town of Blowing Rock
- Town of Granite Falls
- Village of Pinehurst

Education

MS, Landscape Architecture, Florida Agricultural and Mechanical University

BS, Physical Education and Sports Management, Florida State University

Specialization

- Comprehensive master planning



Kurtis Durrant, PLA

Park Planner

Project Role: Planner

Office Location: Hickory | Years of Experience: 6

Kurtis Durrant has been in the design field for five years as a landscape designer, working on residential outdoor environments. During his tenure as a graduate student, he took an interest in how the outdoors can affect childhood development, as well as looking at how the outdoors can impact the health and well-being of people. Kurtis has taken a particular interest in motivating people, especially families, to get outdoors for physical, social, and mental health. He is a firm believer that when people get outside, whether in natural or built environments, that the health benefits will make them stronger, physically and emotionally.

Professional Licensure

PLA: NC #2278

Recreation and Parks Master Plan Experience

- Town of Knightdale
- Pender County
- Onslow County
- Town of Holden Beach
- Town of Shallotte
- Haywood County
- Town of Knightdale
- Town of Wendell

Education

Master of Landscape Architecture, NCSU

BS, Horticulture / Landscape Design, NCSU

AAS, Horticulture Technology, NCSU

Specializations

- Park planning
- Site development



Ryan Murray

Assistant Director of Community Research at ETC Institute

Project Role: Statistically Valid Survey

Ryan Murray has over 12 years of experience in survey administration, development, supervision, and research analysis. Throughout his tenure at ETC Institute Ryan has had the pleasure of working on survey projects that cover a wide variety of topics, including parks and recreation, community planning, customer satisfaction, transportation, employee, library, comprehensive planning, parks and recreation master plans, water and utility, and business development. Ryan has worked as a project manager on projects for over 50 state, county, local, and private sector clients. Below are some examples of the clients ETC has worked for.

Related Experience

Ryan has served as a project manager for over 100 parks and recreation surveys for local governmental organizations. Some of those North Carolina organizations include:

- Survey for Parks and Recreation Master Plan, Onslow County*
- Parks and Recreation Survey, Fayetteville
- Parks and Recreation Survey, Greensboro
- Parks and Recreation Survey, Chatham County

*Conducted for a McGill project

Education

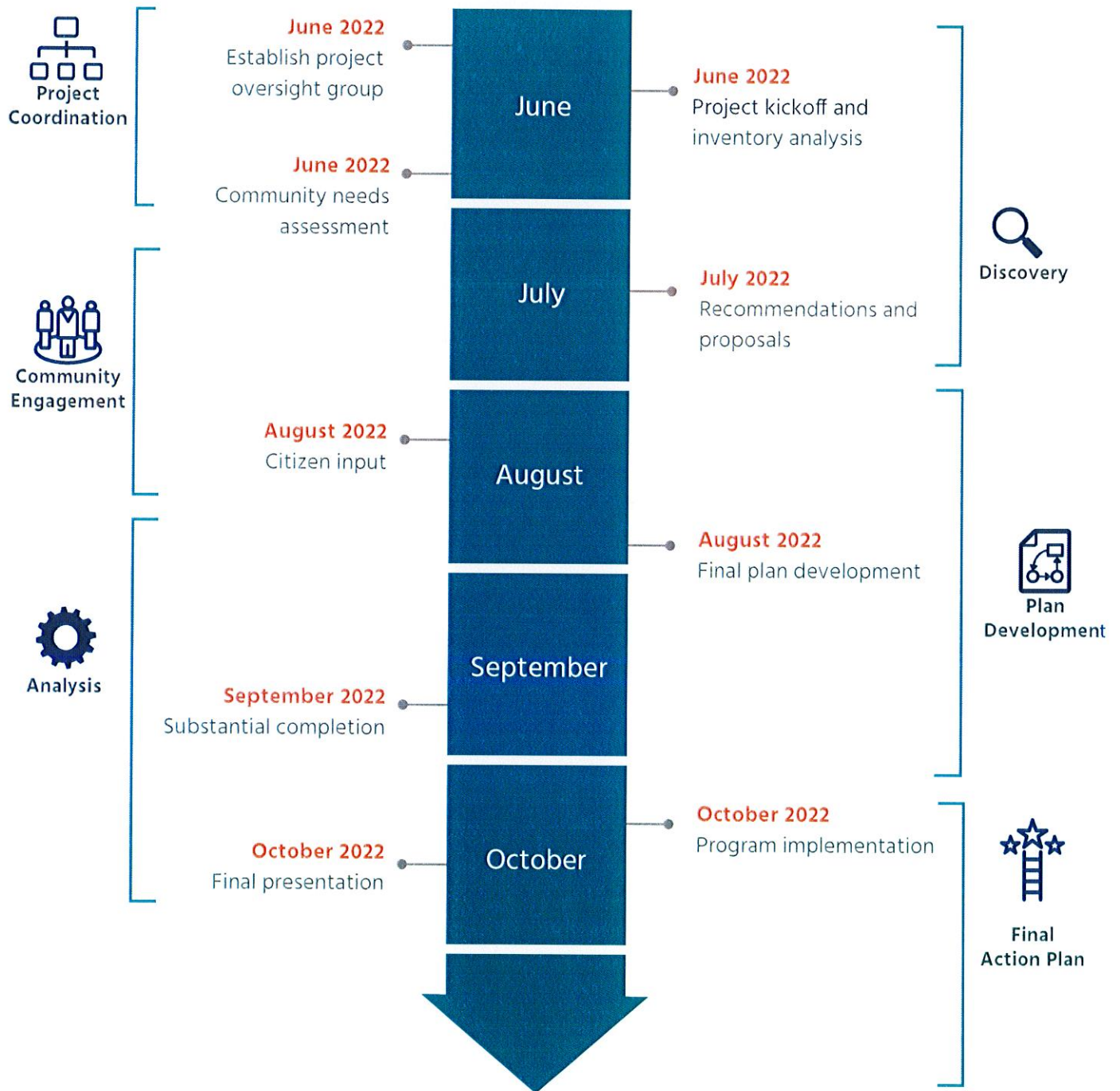
BS, Public Administration, The University of Kansas

Specialization

- Survey administration

04 | Project Schedule

Project Schedule



Workload and Availability

Workload

McGill considers pursuing projects through deliberate evaluation and thoughtful consideration of personnel resources, skill sets, and capacity. The team members assigned to this project have the necessary skills and a workload balance during the anticipated schedule that supports efficiencies in the process. McGill is fortunate to have the depth and breadth of resources that allows equally qualified staff from internal peer groups to respond on short notice, should any team member become unavailable.

Project Name	Client	Expected Completion Date
Municipal Complex and Park Improvements	Town of Mount Pleasant	Spring 2022
Whitaker Property Park Development	Town of Oak Ridge	Summer 2022
Newton Street Corridor Improvements	City of Danville, VA	Summer 2022
Memorial Park Improvements	Town of Blowing Rock	Summer 2022
OWE Commons Master Plan	City of Danville, VA	Fall 2022
South Main Street Improvements	Town of Blowing Rock	Fall 2022
Hollybrook Park	Town of Wendell	Fall 2022
Comprehensive Parks and Recreation Master Plan	City of New Bern	Winter 2023

Availability

Availability by individual team member is provided in the previous section of this SOQ ([page 9](#)). McGill works within strict schedules to meet project deadlines and objectives. We want to work on this important project and are prepared to adjust our work program to meet your project's scheduling needs. We understand how important it is to stay on schedule and on budget. This proposal is intended to demonstrate that:

- We have the capability and availability to achieve the tasks outlined in our proposal, within a prescribed time frame.
- We utilize effective communication tools to keep projects moving forward.
- We have a proven record of success for similar previous projects.
- Our personnel and resources are accessible and our proximity to the project can facilitate timely and efficient working conditions and communication.

05 | Terms and Conditions

Terms and Conditions of the Contract

It is important for the McGill team to work alongside the Village of Pinehurst through every step of the master planning process. We have provided a draft contract in a separate document for review alongside this proposal.



We provide consistent and effective coordination throughout all steps of project development.

Project Management Approach

Our experience has led us to develop and embrace a standardized approach to project management. Your project manager stays in tune with every aspect of the project, as well as in touch with each person or team involved. McGill has standardized systems in place and tools to keep each aspect of the project on track.



Communication

Microsoft Teams unifies communication and collaboration among our staff.



Financial

Our highly trained managers use Deltek Vision software to track progress relative to scope and schedule.



Technical

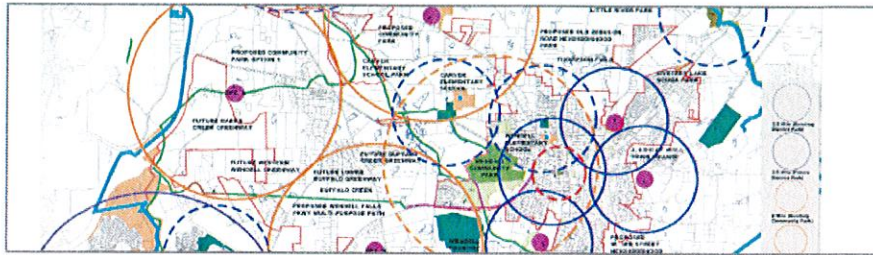
McGill staff use cloud storage for all files, as well as the latest software programs for design.



Internal Expertise

Practice areas across the firm keep our projects running smoothly. We have in-house resources to address the majority of issues we may encounter during the life of a project.

06 | References



Comprehensive System-Wide Parks and Recreation Master Plan

Town of Wendell

McGill assisted the Town of Wendell with the preparation of an accurate, usable guide for decision-making as the Town begins to implement projects, such as renovating existing facilities currently owned by the Town, preparing programming options for future parks and greenways, and updating policies and ordinances to meet community needs and desires. The ten-year Comprehensive Master Plan emphasizes practical and more desirable improvements to the existing recreation system.

Client Reference

Jeff Polaski
Parks and Recreation
Director
919.366.2266
jpolaski@
townofwendell.com

Dates

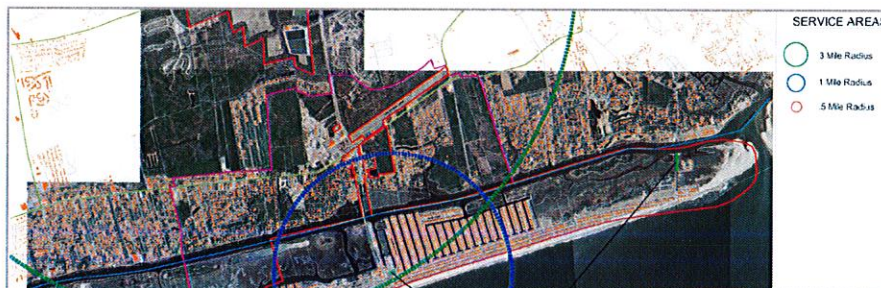
Start: 2019
End: 2019

Project Manager

Mike Norris

Project Highlights

- Guide preparation
- Focus on enhancing recreation opportunities



Comprehensive System-Wide Parks and Recreation Master Plan

Town of Ocean Isle Beach

The Town of Ocean Isle Beach commissioned McGill to assist with the creation of a new Master Plan — to include all existing and future park facilities and grounds — as well as complete a North Carolina PARTF application for funding an existing undeveloped parcel owned by the Town. A unique aspect of this plan was the consideration of part-time residents and visitors that may influence the Town's recreational needs. The framework for this Master Plan was based upon conducting an inventory of the existing park system and recording site observations and public comments made at community meetings.

Client Reference

Daisy Ivey
Town Administrator
910.579.2166
daisy@oibgov.com

Dates

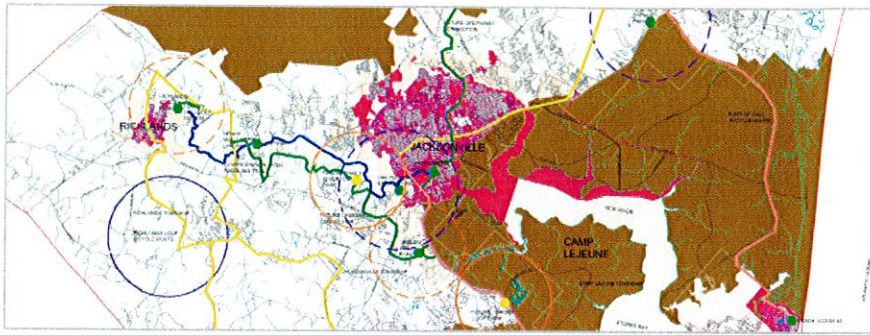
Start: 2017
End: 2018

Project Manager

Mike Norris

Project Highlights

- Comprehensive Recreation Master Plan
- Public input
- Park specific master plan
- PARTF funding assistance



Comprehensive System-Wide Parks and Recreation Master Plan

Onslow County

This Comprehensive Parks and Recreation Master plan for Onslow County originated due to a need for additional active recreational opportunities and updates to the County's existing recreation facilities. The plan included a parks assessment, demographics and trends review, benchmarking and level of service, public input, statically valid surveys, staffing recommendations, and an implementation strategy. Our team worked closely with the County to develop a strategy for recreational opportunities and prioritize existing and proposed facilities that address the County's needs now and in the future.



Comprehensive System-Wide Parks and Recreation Master Plan

Town of Blowing Rock

McGill assisted with the creation of an updated ten-year Comprehensive Recreation Master Plan. Our project team worked with the Town of Blowing Rock staff to choose the most appropriate methods for collecting both facility and program information. The public input led to the final Master Plan, which recommended the addition or renovation of several parks, programs, and recreational facilities, as well as prioritized specific projects — such as park upgrades, expansion, and land acquisition — taking into consideration the identification of the user population and development of recreation standards.

Client Reference

Katelyn White
Parks and Recreation
Director
910.347.5332
katelyn_white@
onslowcountync.gov

Dates

Start: 2020
End: 2021

Project Manager

Mike Norris

Project Highlights

- Parks assessment
- Community collaboration
- Staffing recommendations
- Statistically valid surveys

Client Reference

Jennifer Brown
Director of Parks
and Recreation
828.295.5222
kbrown@tobr.us

Dates

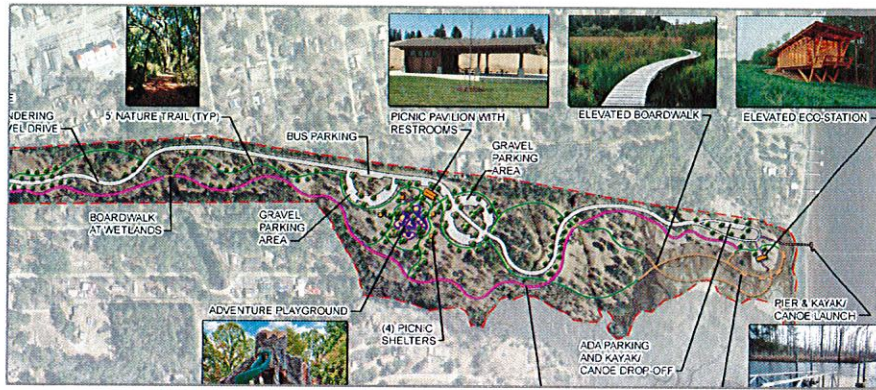
Start: 2018
End: 2018

Project Manager

Mike Norris

Project Highlights

- Park renovations
- Recommended land acquisition
- Public engagement meetings



Recreation Master Plan

Town of Holden Beach

McGill's design team assisted the Town of Holden Beach with a Comprehensive System-Wide Recreation Master Plan update, consistent with funding requirements under the North Carolina PARTF grant application process.

Client Reference

Dave Hewett
Town Manager
910.842.6488
dhewett@hbtownhall.com

Dates

Start: 2021
End: 2021

Project Manager

Mike Norris

Project Highlights

- PARTF funding assistance
- Funding
- Public input

Other Comprehensive Master Planning Projects

We work with our clients to establish visions, goals, and strategies to achieve desired community outcomes. Creation and regeneration of sustainable and memorable public places requires cultural, environmental, and economic investment. Furthermore, it requires community engagement and support. We utilize an ecologically sensitive planning approach that considers topography, landform, natural resources, vegetation, community input, infrastructure, and buildings. Our team members use this input to create sustainable designs, allowing future generations to live in a healthy and dynamic community, improving their quality of life. McGill has completed more than 35 system-wide recreation and parks master plans for communities in North Carolina and additional site-specific plans in many of these communities. In addition to the projects detailed herein, McGill has assisted with numerous comprehensive master planning projects, including projects for the following communities:

- Ashe County
- Brunswick County
- Catawba County
- City of Brevard
- City of Knightdale
- City of Lenoir
- City of Lincolnton
- City of Marion
- City of Shelby
- Haywood County
- Lincoln County
- McDowell County
- Pender County
- Town of Calabash
- Town of Cramerton
- Town of Granite Falls
- Town of Lewisville
- Town of Oak Ridge
- Town of Pittsboro
- Town of Shallotte
- Town of Siler City
- Town of Southern Pines
- Town of Stanley
- Transylvania County

PARTF Experience

McGill has extensive experience navigating the grant application process. Since 2006, McGill has assisted over 50 clients in securing over \$11.9 million in funding through PARTF. In the past two years of grant cycles alone, McGill has helped to secure over \$5 million in PARTF funding for North Carolina communities (sampling of projects listed below).

Our plans provide you with the necessary information to create a successful application, including planning documents; extensive public involvement; detailed specifications for the proposed recreational facilities; descriptions of park lands, site, and surrounding areas; and associated operation plans.

PARTF and other parks and recreation funding opportunities are highly competitive. Despite producing a great PARTF application, municipalities may struggle to obtain funding. McGill will work with the Village to produce the most salient argument for funding, meet project goals, and achieve desired outcomes through exploration of multiple funding sources.

McGill's PARTF Projects

McGill has assisted communities with NC PARTF grants for nearly 20 years. Below is a list of some of our PARTF project experience.

Alexander County

- Rocky Face Park, Phase 2

Ashe County

- Family Central Recreation Complex Expansion

Brunswick County

- Town Creek Park

Chatham County

- Northeast District Park

City of Bessemer City

- Stinger Park

Town of Boiling Spring Lakes

- Muse Park

City of Concord

- Hector Henry Greenway

City of Lenoir

- Mulberry Optimist Park Expansion

City of Marion

- Catawba River Greenway 1

City of New Bern

- Martin Marietta Park

City of Shelby

- City Park

City of Southport

- Taylor Field Park

City of Statesville

- Recreation Center

Harnett County

- Government Complex Park

Rutherford County

- Rutherford County Soccer Complex

Town of Blowing Rock

- Memorial Park
- Recreation Center

Town of Forest City

- Park Square Depot
- Thermal Belt Rail Trail

Town of Hudson

- Optimist Park

Town of Hoffman

- Town Park

Town of Leland

- Founders Park

Town of Lillington

- River Park

Town of Ocean Isle Beach

- Town Center Park, Phases 1 and 2

Town of Shallotte

- Price Landing at Mulberry Park

Town of Siler City

- Bray Park Pool

Town of Stanley

- Harper Park



07 | Insurance Requirements



page 2 of 3

Client#: 1170972

70MCGILASS

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/22/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McGriff Insurance Services 4777 Sharon Rd., 4th Floor Charlotte, NC 28210 704 954-3000		CONTACT NAME: NC Cert Team PHONE (A/C, No, Ext): 704 954-3000 FAX (A/C, No): 888-751-3197 E-MAIL ADDRESS: NCCertificateTeam@mcgriff.com															
INSURED McGill Associates PA P.O. Box 2259 Asheville, NC 28802		INSURER(S) AFFORDING COVERAGE <table border="1"> <tr> <th>INSURER</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Pennsylvania National Mutual Gas Ins Co</td> <td>14990</td> </tr> <tr> <td>INSURER B: Travelers Indemnity Company</td> <td>25658</td> </tr> <tr> <td>INSURER C: Penn National Security Insurance Co</td> <td>32441</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER	NAIC #	INSURER A: Pennsylvania National Mutual Gas Ins Co	14990	INSURER B: Travelers Indemnity Company	25658	INSURER C: Penn National Security Insurance Co	32441	INSURER D:		INSURER E:		INSURER F:	
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INSURER E:																	
INSURER F:																	

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:													
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.																	
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B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	UB9S3489772247G	01/23/2022	01/23/2023												
			<table border="1"> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$1,000,000</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$1,000,000</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$1,000,000</td> </tr> </table>			E.L. EACH ACCIDENT	\$1,000,000	E.L. DISEASE - EA EMPLOYEE	\$1,000,000	E.L. DISEASE - POLICY LIMIT	\$1,000,000						
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E.L. DISEASE - POLICY LIMIT	\$1,000,000																

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**** Supplemental Name ****
 McGill Associates PA
 McGill Associates PA INC
 McGill Associates PSC
 (See Attached Descriptions)

CERTIFICATE HOLDER McGill Associates PA 55 Broad Street P.O. Box 2259 Asheville, NC 28802	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Ben Culp</i>
--	--

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 #S29896445/M29896235

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BDCU

Insurance Statement

McGill has soundly demonstrated our financial stability during the past 38 years of operation. We carry a minimum of \$3,000,000 errors and omission insurance, and we have a firm financial standing with First Citizens Bank, our principal bank. Furthermore, we have \$1,000,000 general liability coverage and meet state requirements for workers compensation insurance. Both our general liability and our workers compensation insurance have further coverage under a \$5,000,000 additional liability umbrella.



McGill Associates, PA

5 Regional Circle, Suite A, Pinehurst, NC 28374

910.295.3159 | mcgillassociates.com



**DISCUSS THE DOWNTOWN PINEHURST AMENITY ACTION PLAN
ADDITIONAL AGENDA DETAILS:**

FROM:

Jeff Batton

CC:

Jeff Sanborn and Council Members

DATE OF MEMO:

8/1/2022

MEMO DETAILS:

This will be a presentation on the Downtown Pinehurst Amenity Action Plan, followed by discussion.

ATTACHMENTS:

Description

- Downtown Pinehurst Amenity Action Plan Presentation



AUGUST 12, 2022

DOWNTOWN PINEHURST AMENITY ACTION PLAN

Village of Pinehurst, North Carolina

 **MCADAMS**

REGENERATION BY DESIGN PLLC

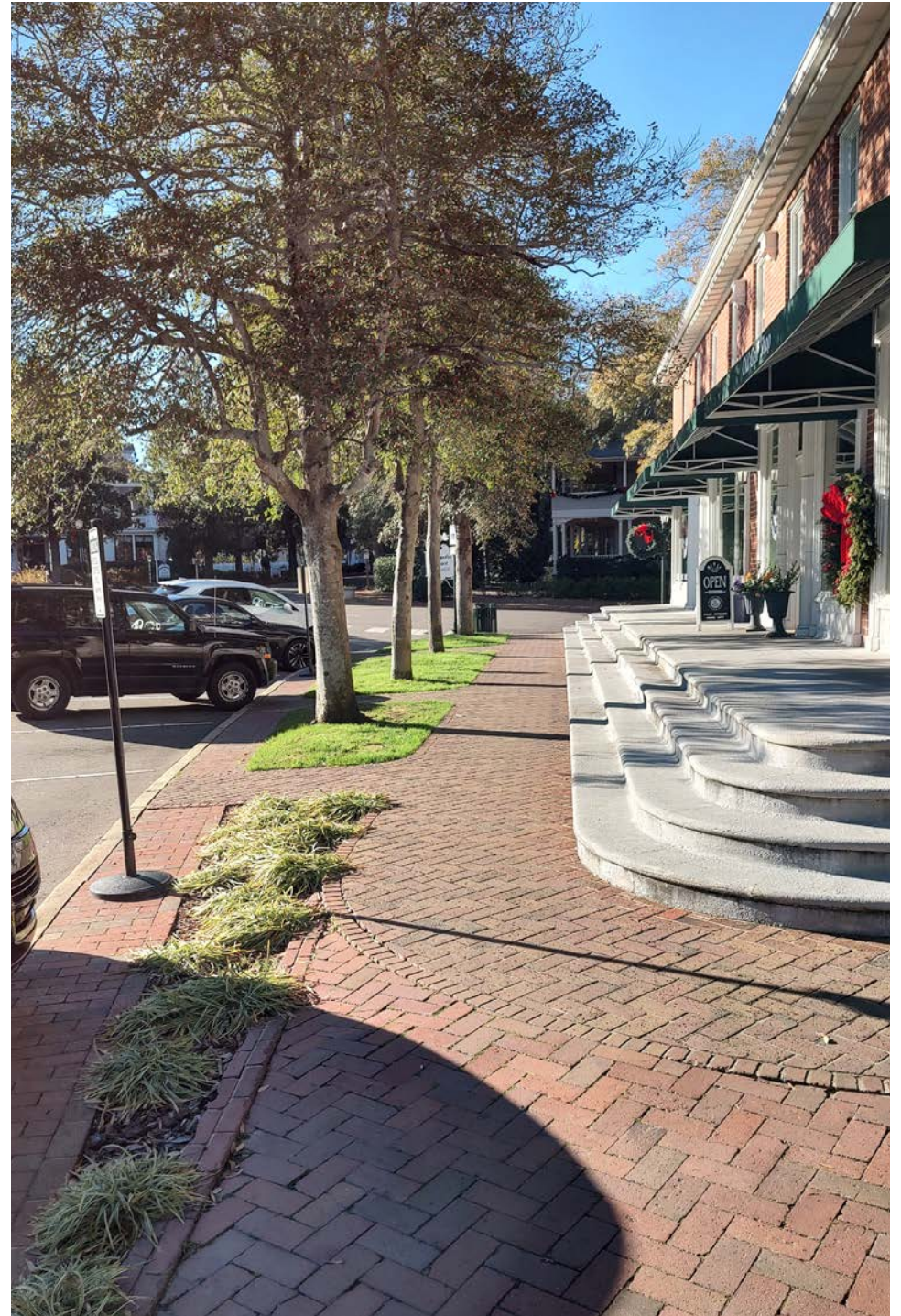


ITEMS OF DISCUSSION:

- 01 HISTORIC CHARACTER
- 02 CIRCULATION
- 03 PARKING
- 04 MARKET SQUARE
- 05 FURNISHINGS
- 06 LIGHTING
- 07 PLANTING
- 08 MAGNOLIA ROAD

INTRODUCTION AND ANALYSIS

RECOMMENDATIONS



HISTORIC CHARACTER



1903 VIEW FROM THE DEPARTMENT STORE BUILDING. THE VILLAGE GREEN IS ON THE RIGHT.

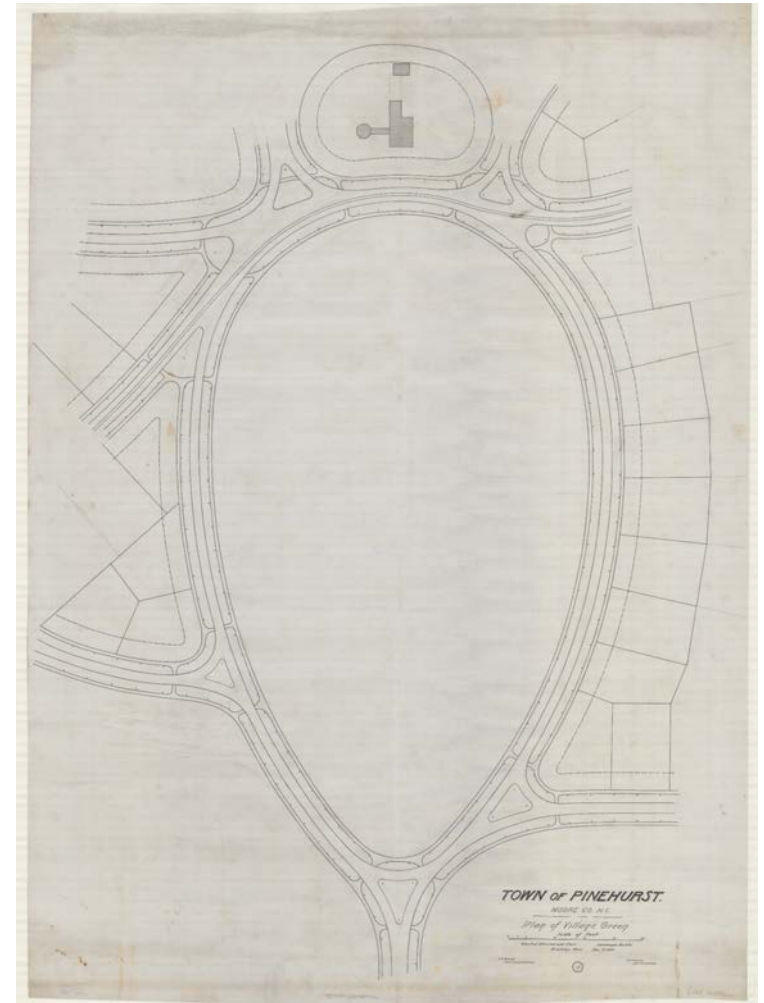


1903 VIEW OVER EVERETTE ROAD OF THE HOLLY INN. THE VILLAGE GREEN IS ON THE LEFT.

HISTORIC CHARACTER

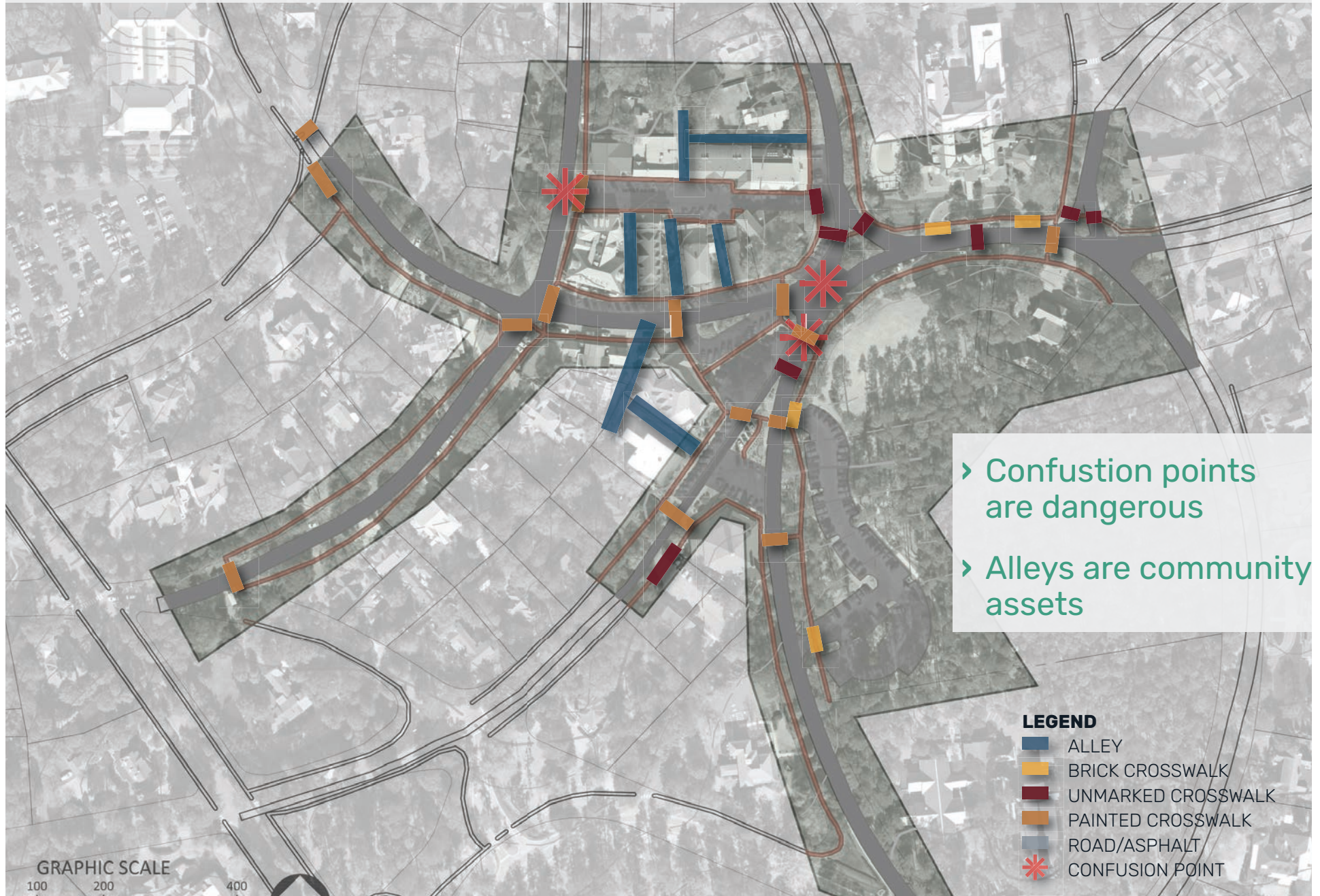


UNDATED POSTCARD SHOWING FULL PLANTINGS NEAR THE INTERSECTION OF CHINQUAPIN AND CHEROKEE ROADS.



PLAN FROM THE OFFICE OF OLMSTED, OLMSTED, AND ELIOT FOR THE WALKS AND ROADS SURROUNDING VILLAGE GREEN.

CIRCULATION ANALYSIS



PRIVATE SPACE FOR PUBLIC USE



IMAGE 1. Tables and chairs at the department store building parking area



IMAGE 2. Privately owned alley connection to Market Square



IMAGE 3. Privately owned alley connection to Market Square

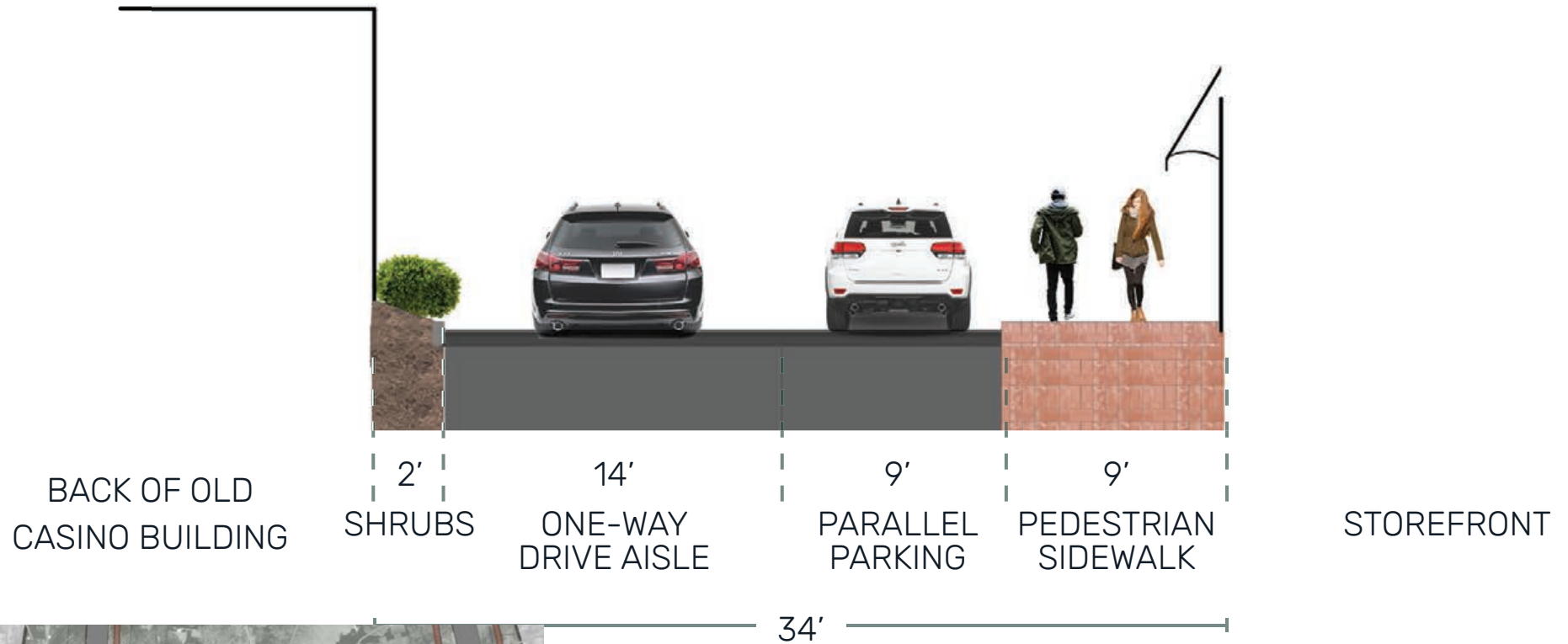


IMAGE 4. Privately owned alley connection to Cherokee Road

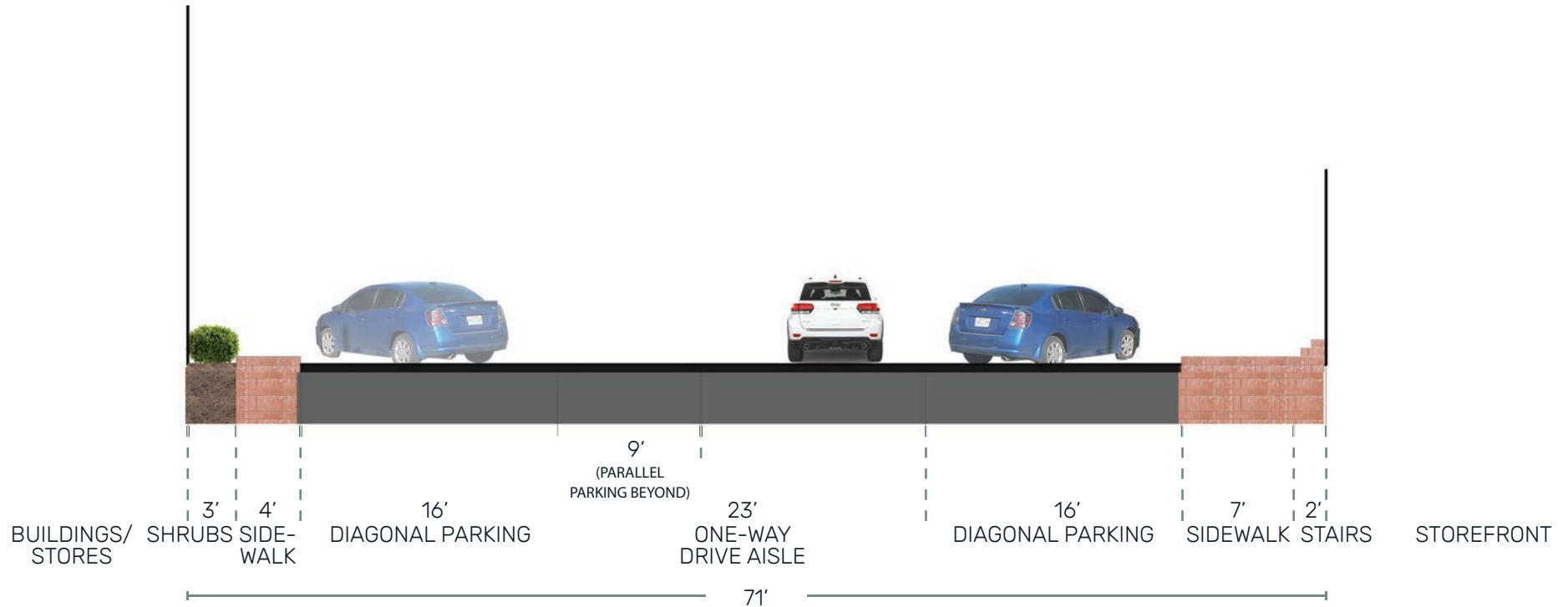
PARKING ANALYSIS



MARKET SQUARE TYPICAL SECTIONS (A)

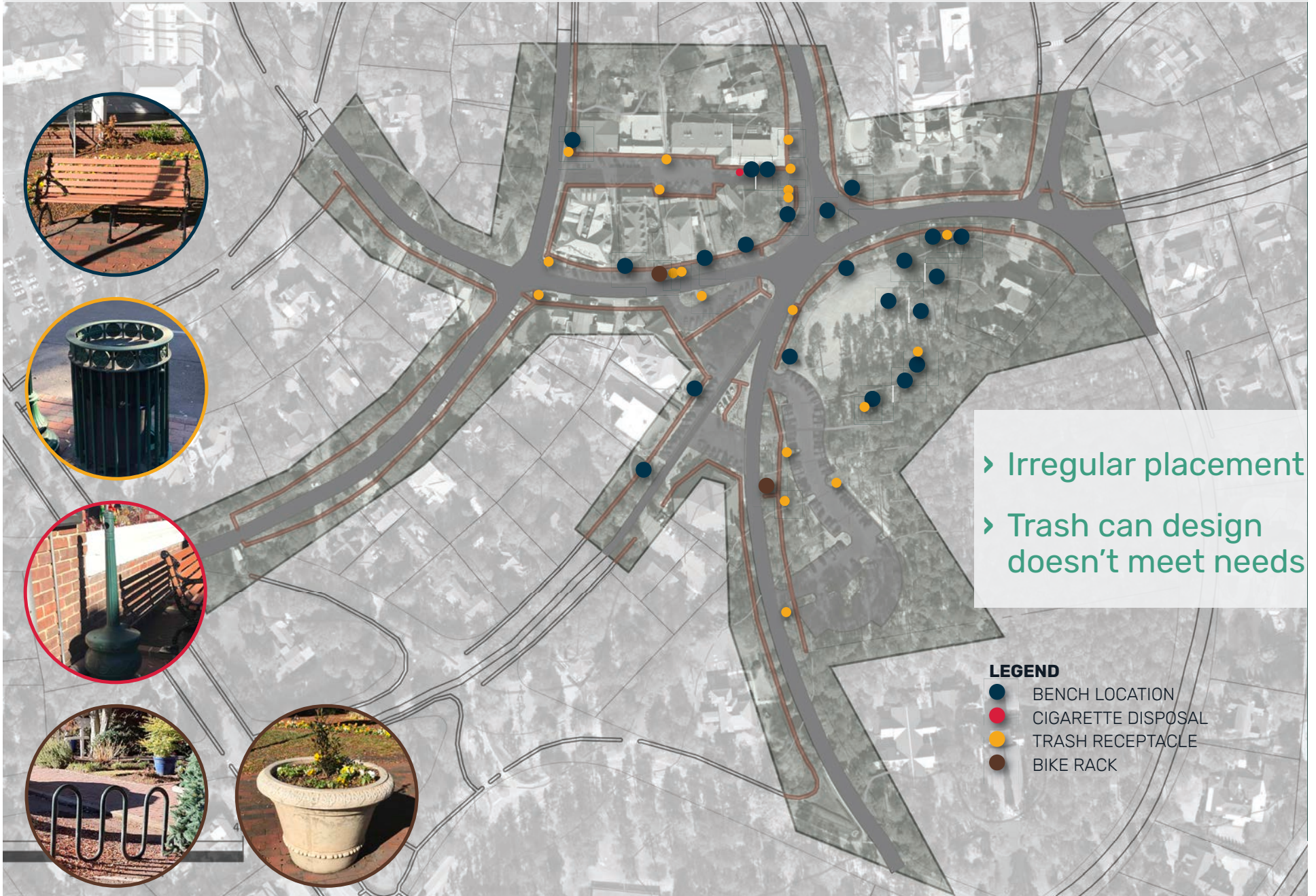


MARKET SQUARE TYPICAL SECTIONS (B)

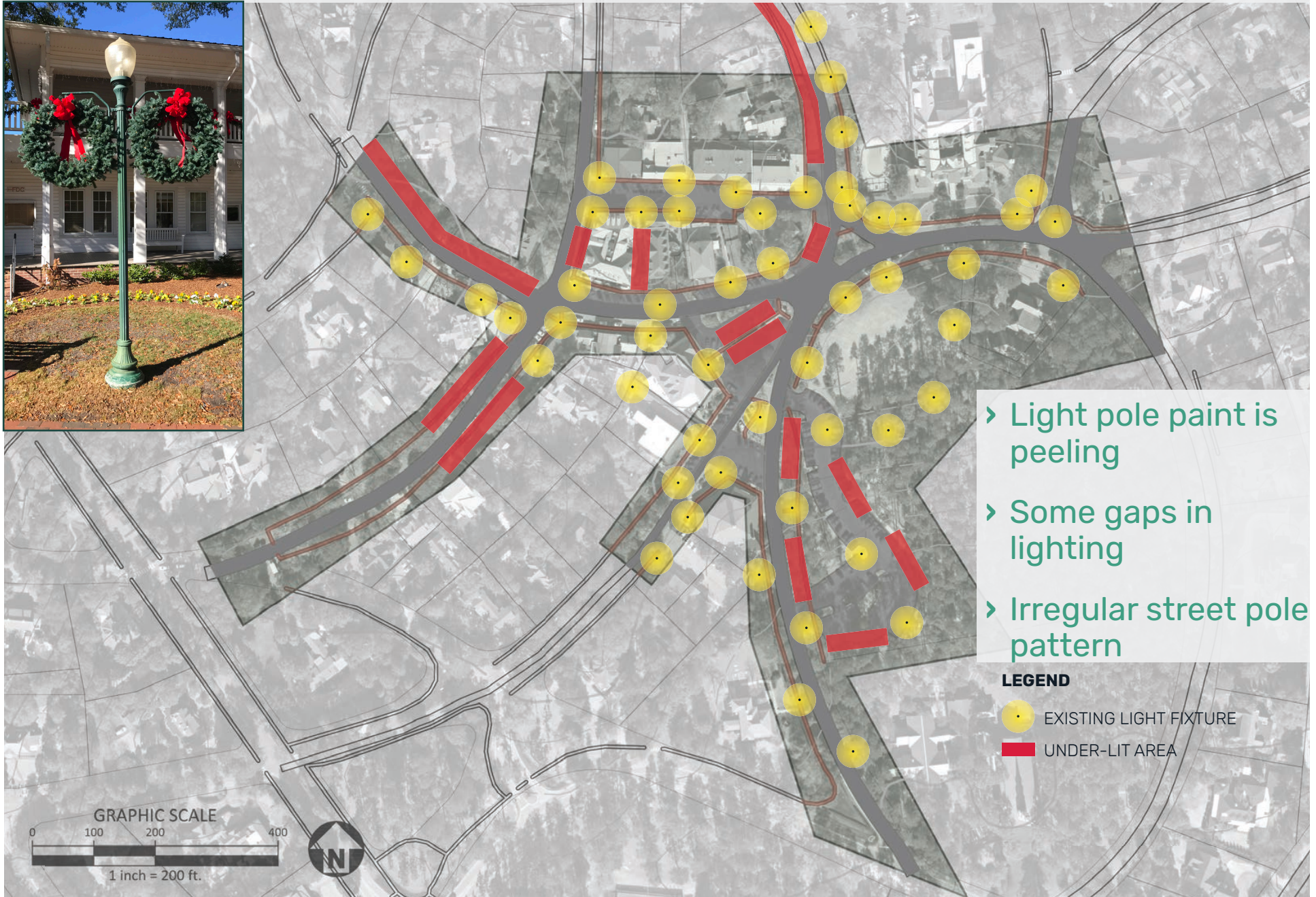


- › Narrow sidewalks with more asphalt than needed
- › No room for outdoor furnishings

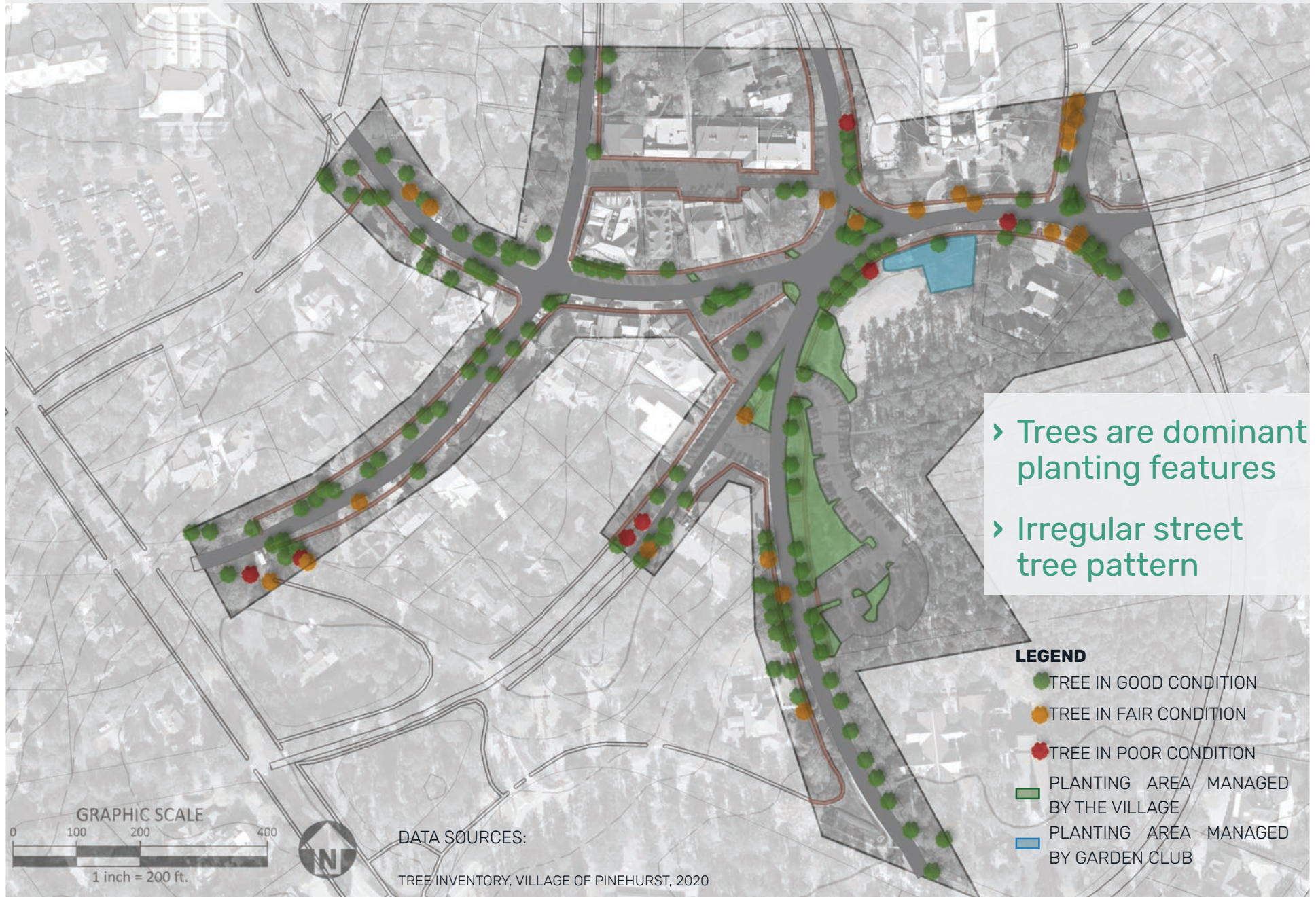
FURNISHINGS ANALYSIS



LIGHT LOCATIONS



PLANTING ANALYSIS



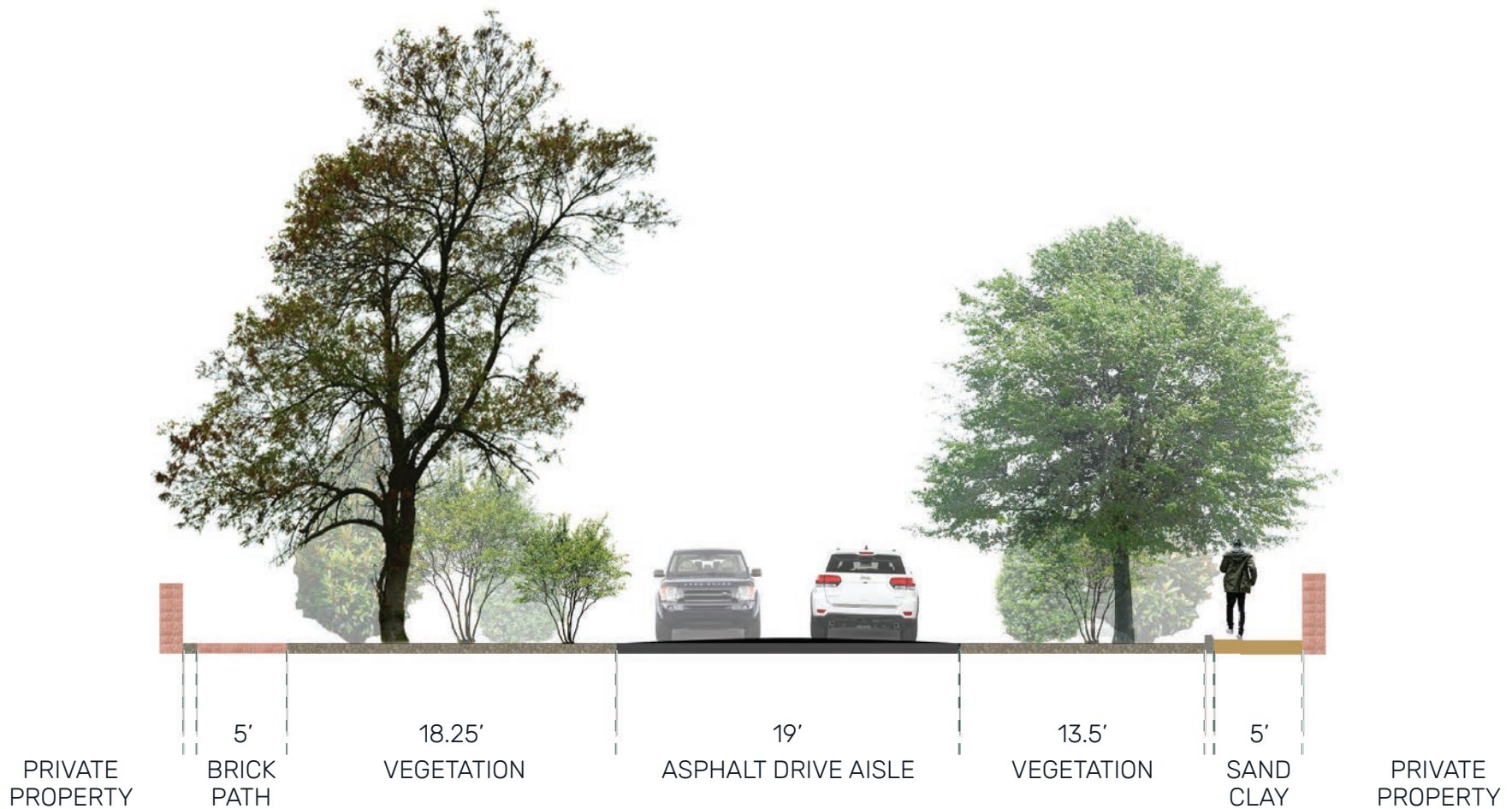


Trees in "fair" condition in front of the Holly Inn.



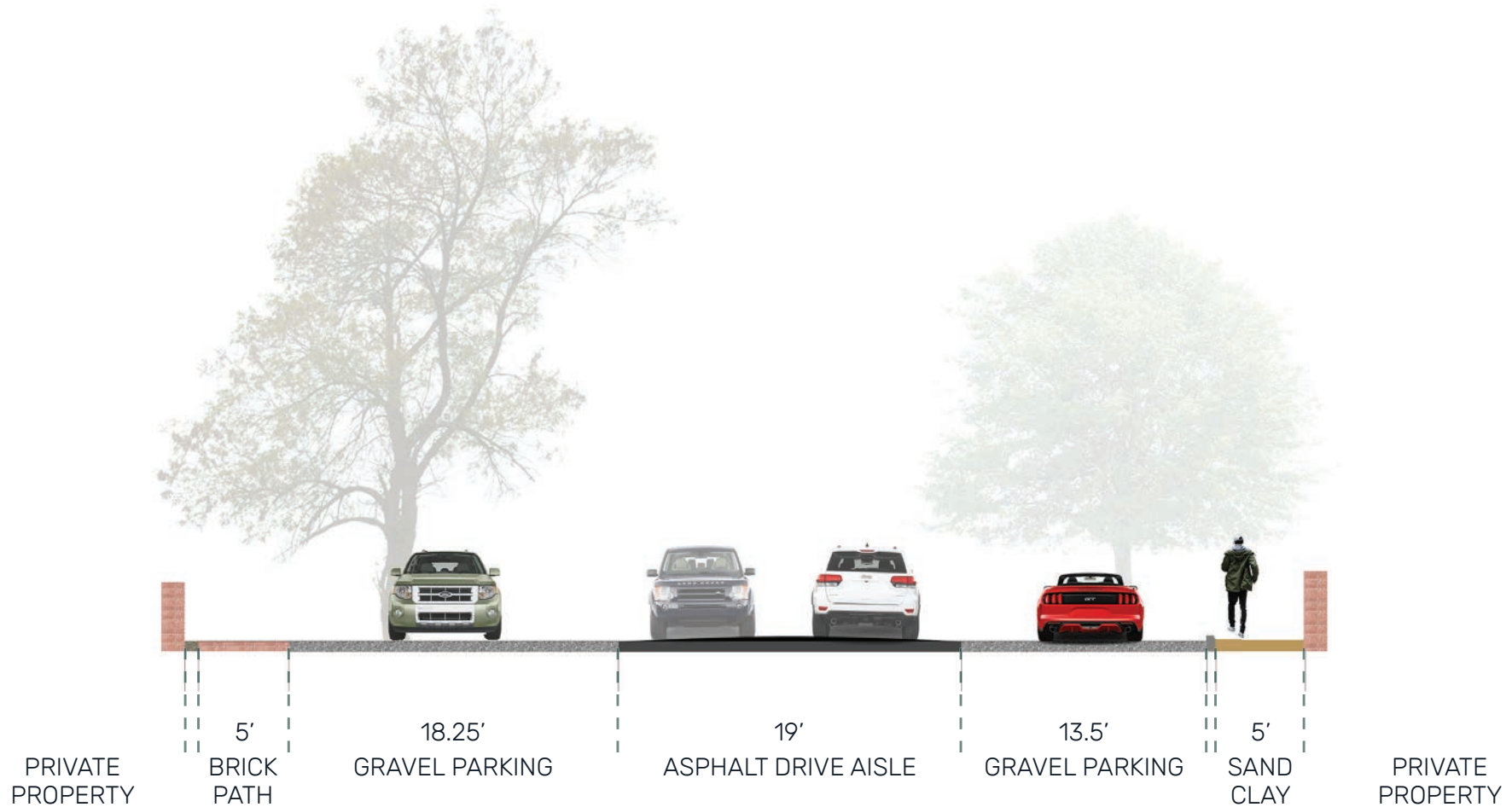
Street tree in "good" condition at intersection of Dogwood and Cherokee Roads.

MAGNOLIA ROAD TYPICAL SECTIONS (WITH VEGETATION)



› This section matches the original Olmsted plan

MAGNOLIA ROAD TYPICAL SECTIONS (WITHOUT VEGETATION)



- › Loss of planting
- › Oversized parking spaces (9' wide is typical)

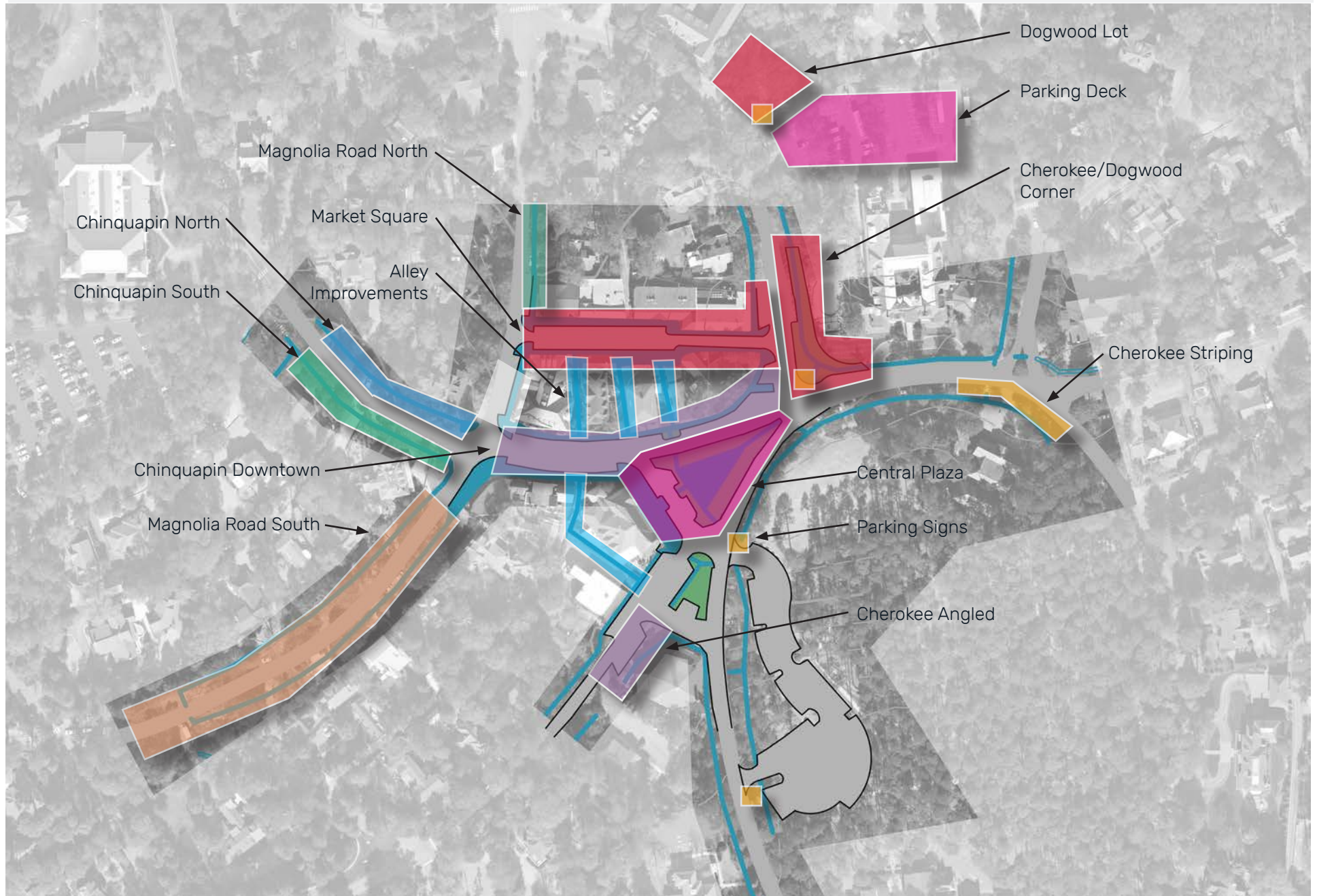
RECOMMENDATIONS



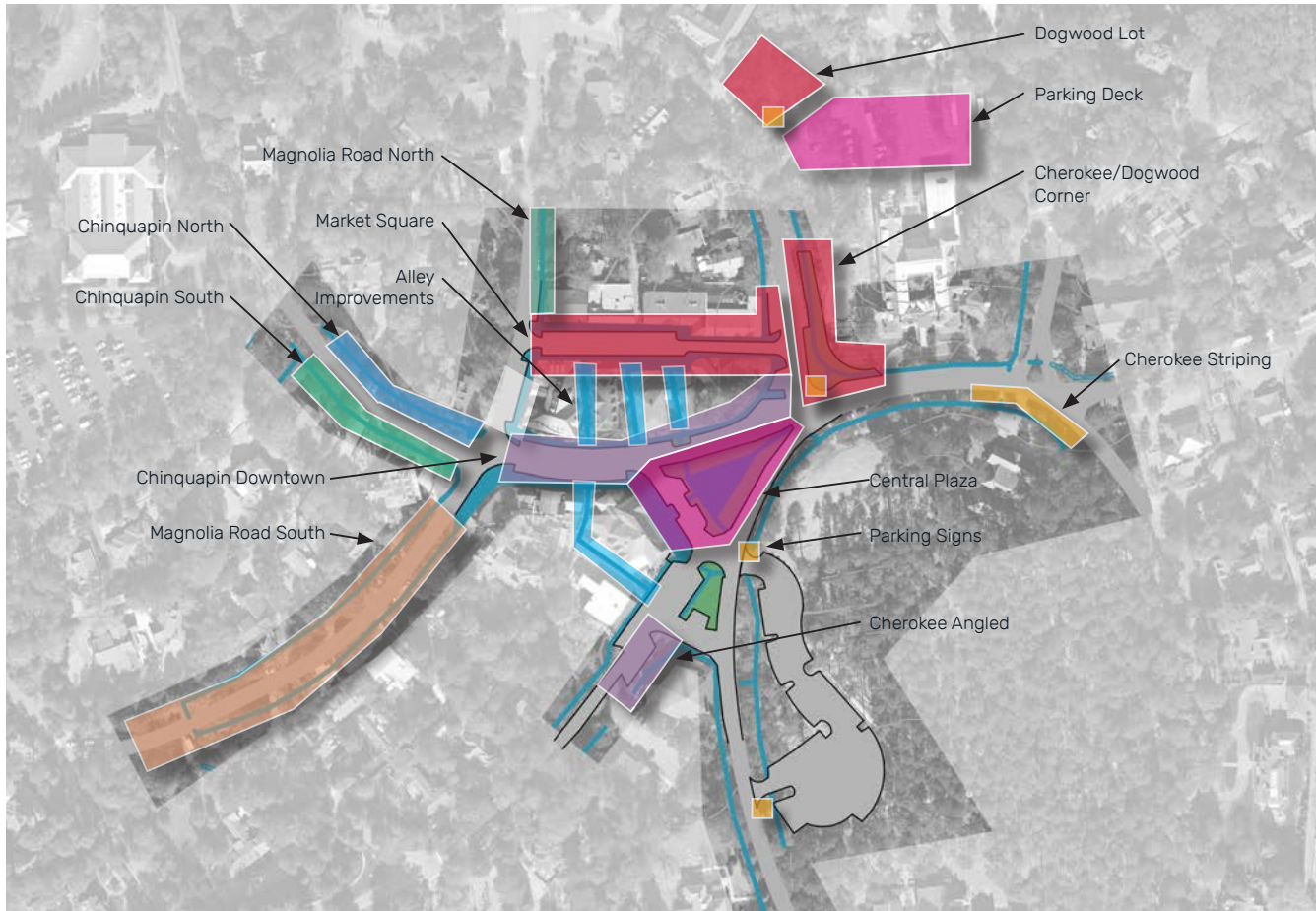
- › **ENCOURAGE USE OF PARKING LOTS IN DOWNTOWN PERIPHERY**
PERCEIVED LACK OF PARKING

- › **IMPROVE PEDESTRIAN EXPERIENCE**
ENHANCE PEDESTRIAN ACCESS FROM KEY LOCATIONS

PROPOSED PROJECTS



PROPOSED PROJECTS



1. REMOVE TREES IN POOR CONDITION

**2. PARKING SIGNS
+ CHEROKEE ROAD STRIPING**

**3. AMENITIES, FURNISHINGS, AND
PLANTERS**

**4. MARKET SQUARE
+ CHEROKEE / DOGWOOD CORNER
+ DOGWOOD LOT IMPROVEMENTS**

**5. CHINQUAPIN SOUTH
+ MAGNOLIA NORTH**

**6. CHINQUAPIN DOWNTOWN
+ CHEROKEE ANGLED PARKING**

**7. CENTRAL PLAZA
+ PARKING DECK ANNOUNCEMENT**

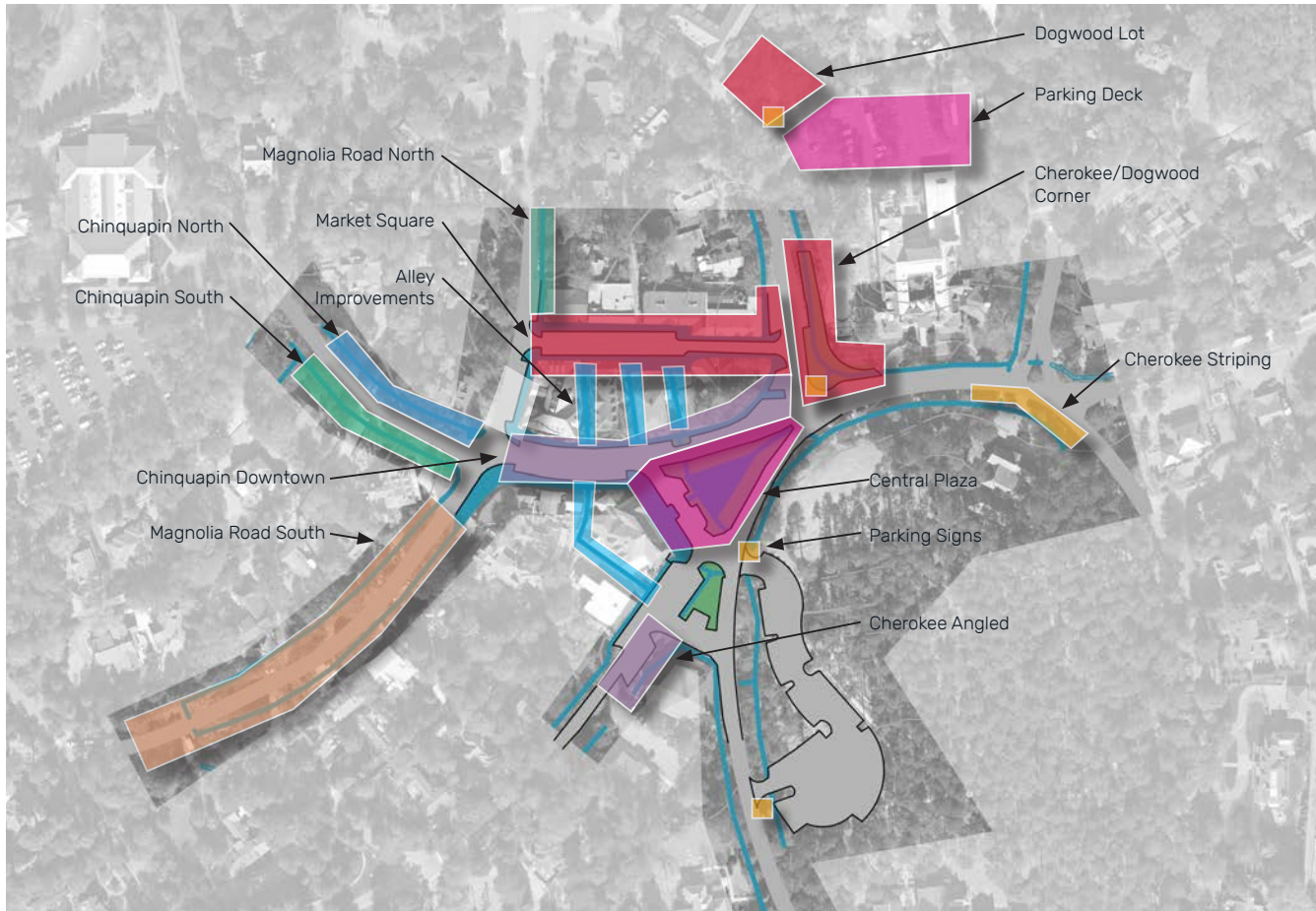
8. CHINQUAPIN NORTH

AT ANY TIME. MAGNOLIA ROAD SOUTH

**AT ANY TIME. ALLEY EASEMENTS AND
IMPROVEMENTS**

- Implementing high visibility and easy-to-complete projects first helps garner public support for ongoing work.

PROPOSED PROJECTS



1. REMOVE TREES IN POOR CONDITION

**2. PARKING SIGNS
+ CHEROKEE ROAD STRIPING**

**3. AMENITIES, FURNISHINGS, AND
PLANTERS**



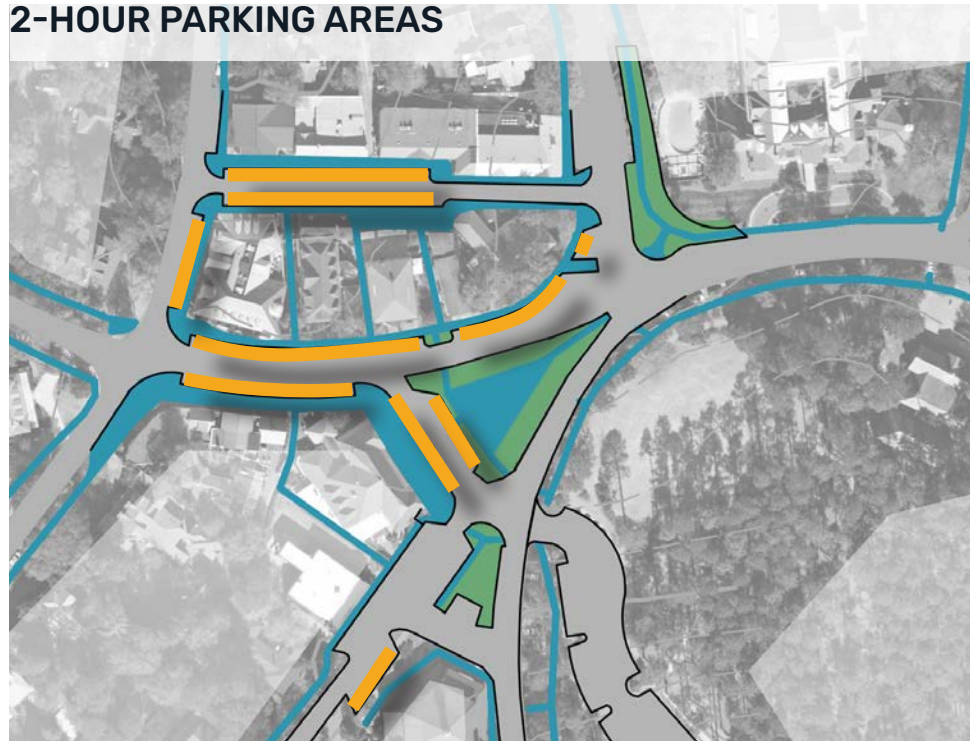
› INCREASE USAGE OF EXISTING PARKING

LEVERAGE EXISTING LOTS

LIMIT TIME AT STOREFRONT SPACES



2-HOUR PARKING AREAS





BENCHES



TRASH RECEPTACLES



CIGARETTE DISPOSAL STATION

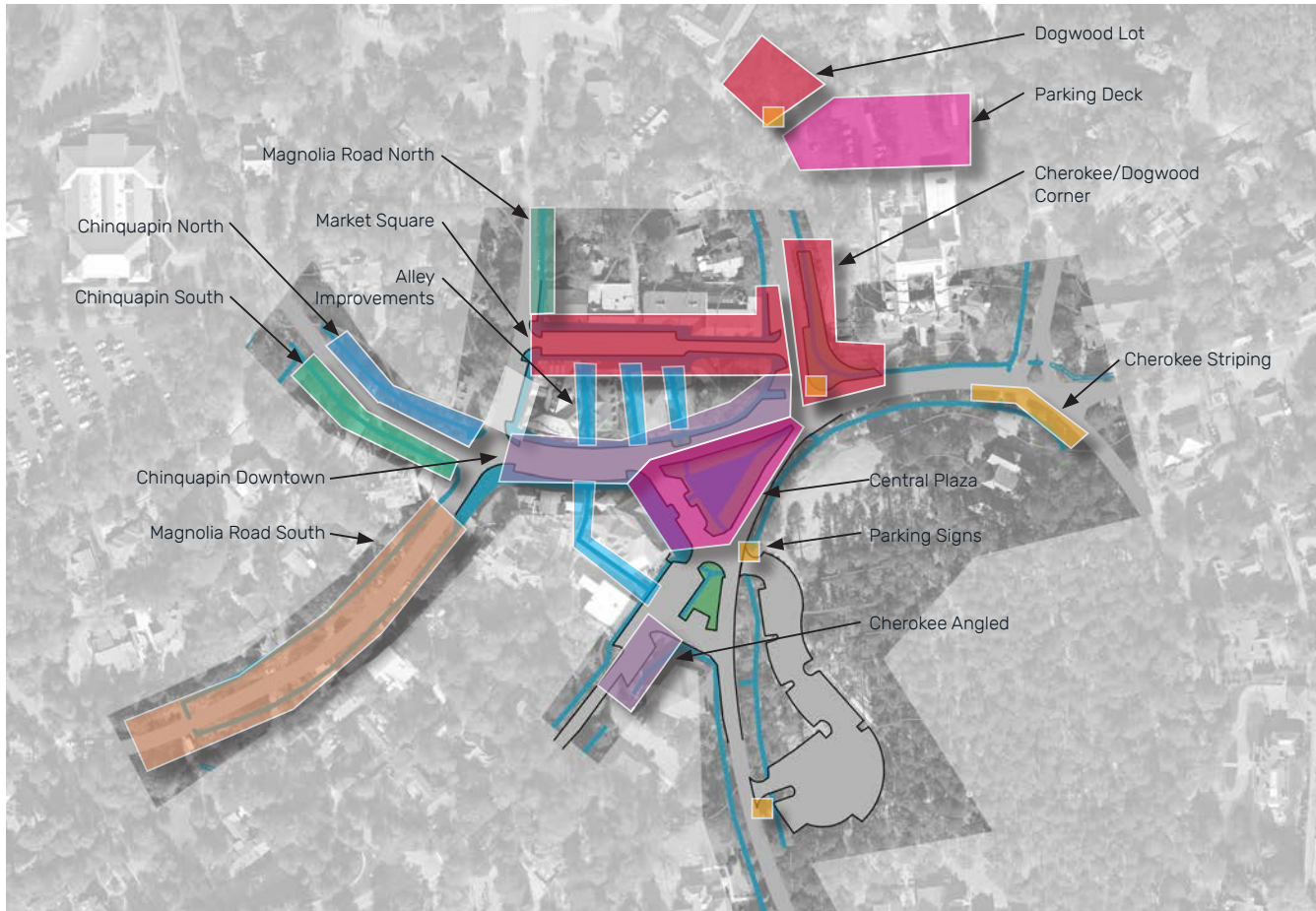


BIKE RACK



PLANTERS

PROPOSED PROJECTS



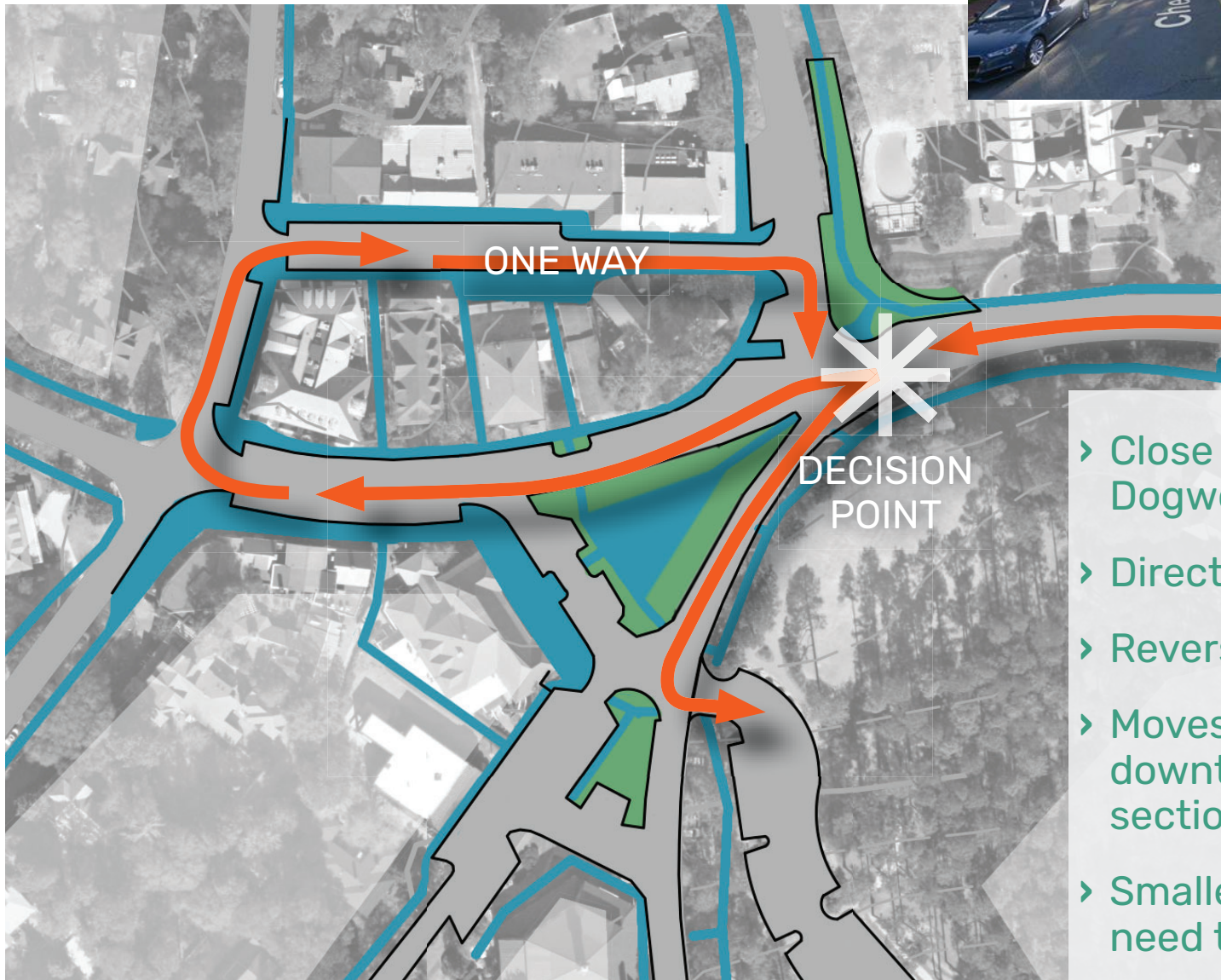
1. REMOVE TREES IN POOR CONDITION

**2. PARKING SIGNS
+ CHEROKEE ROAD STRIPING**

**3. AMENITIES, FURNISHINGS, AND
PLANTERS**

**4. MARKET SQUARE
+ CHEROKEE / DOGWOOD CORNER
+ DOGWOOD LOT IMPROVEMENTS**

- › Implementing high visibility and easy-to-complete projects first helps garner public support for ongoing work.



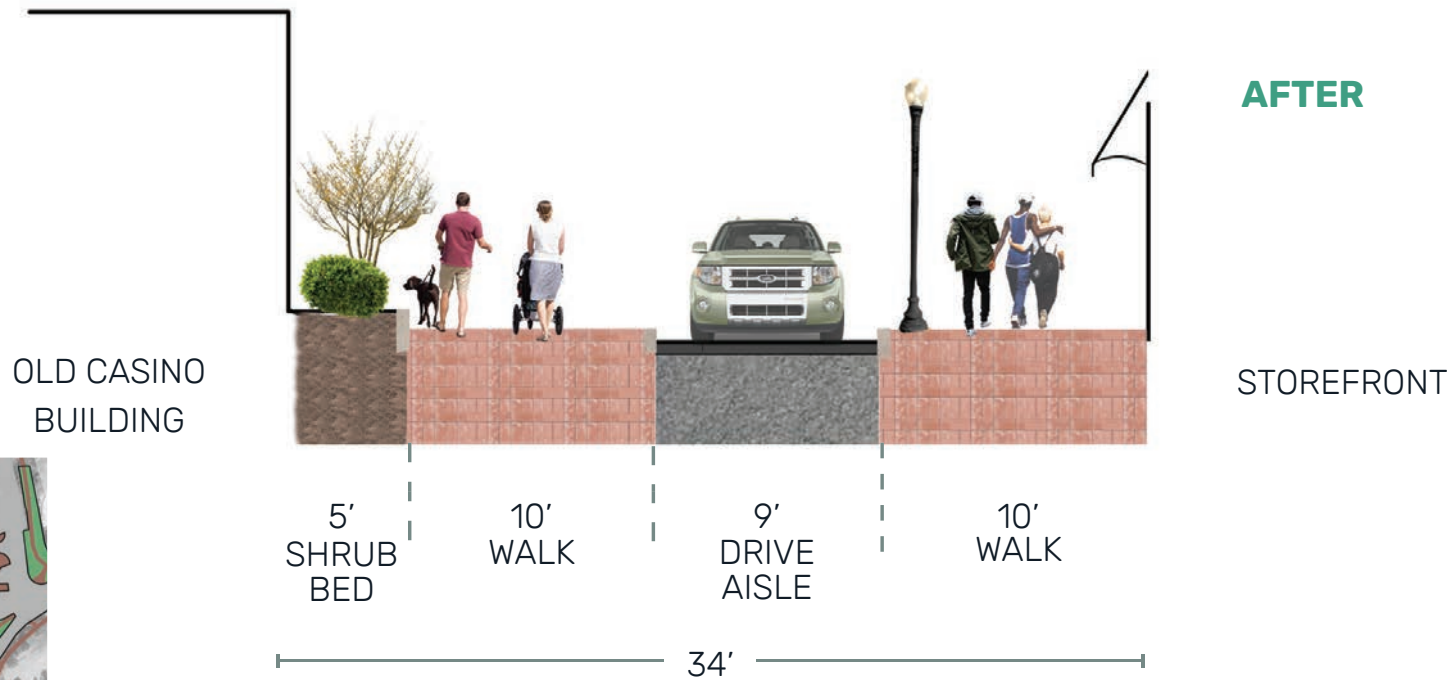
- › Close right slip lane at Dogwood
- › Directs cars into downtown
- › Reverse one way
- › Moves more cars through downtown commercial section
- › Smaller circle if drivers need to "try again"

PROPOSED MARKET SQUARE (SECTION A)

BEFORE

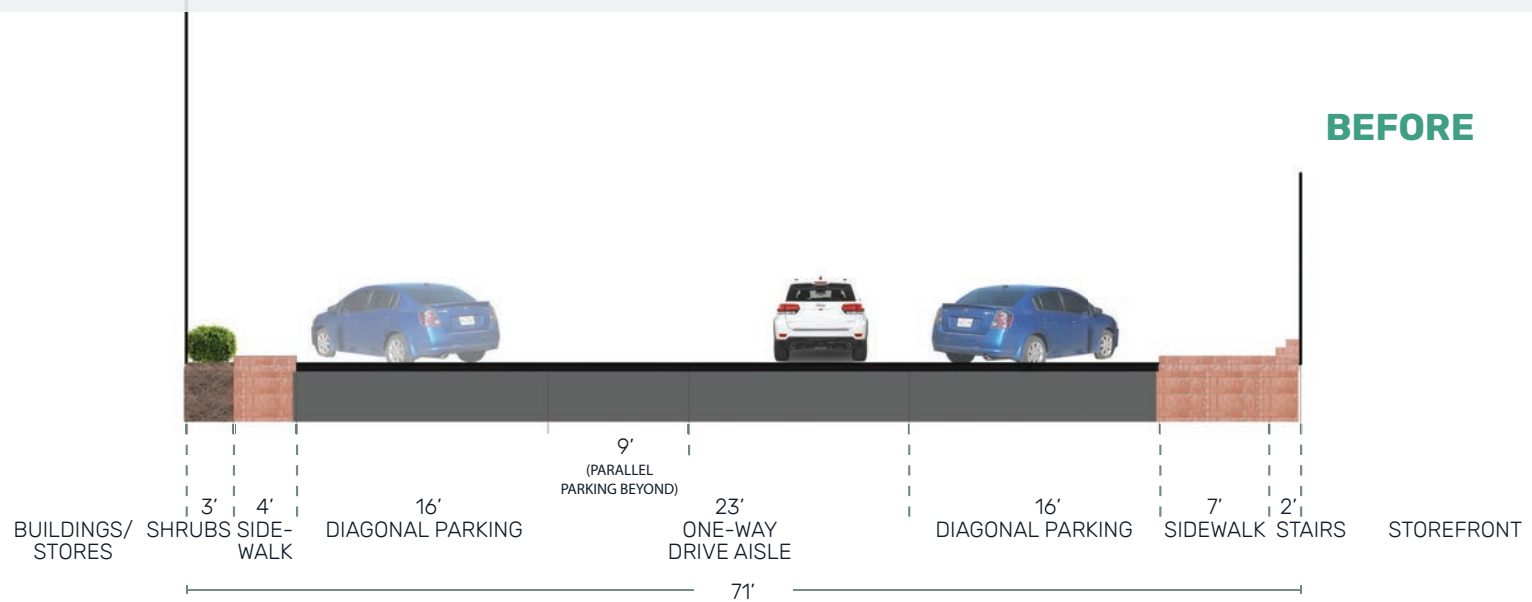


AFTER

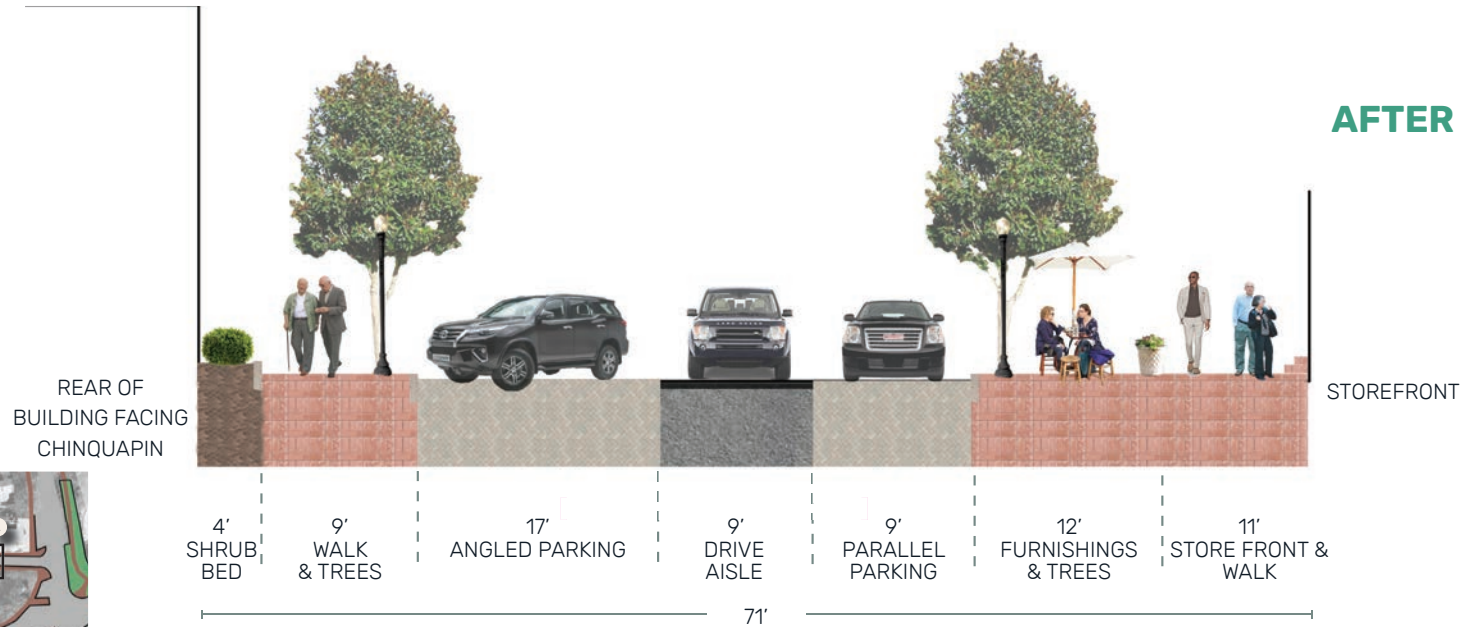


PROPOSED MARKET SQUARE (SECTION B)

BEFORE



AFTER



› IMPROVE PEDESTRIAN EXPERIENCE

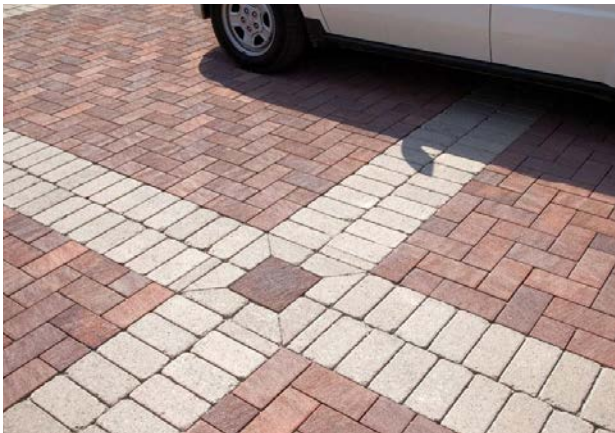
WIDEN SIDEWALKS ON BOTH SIDES OF THE DRIVE

ADD SHADE TREES, LIGHTING AND FURNISHINGS

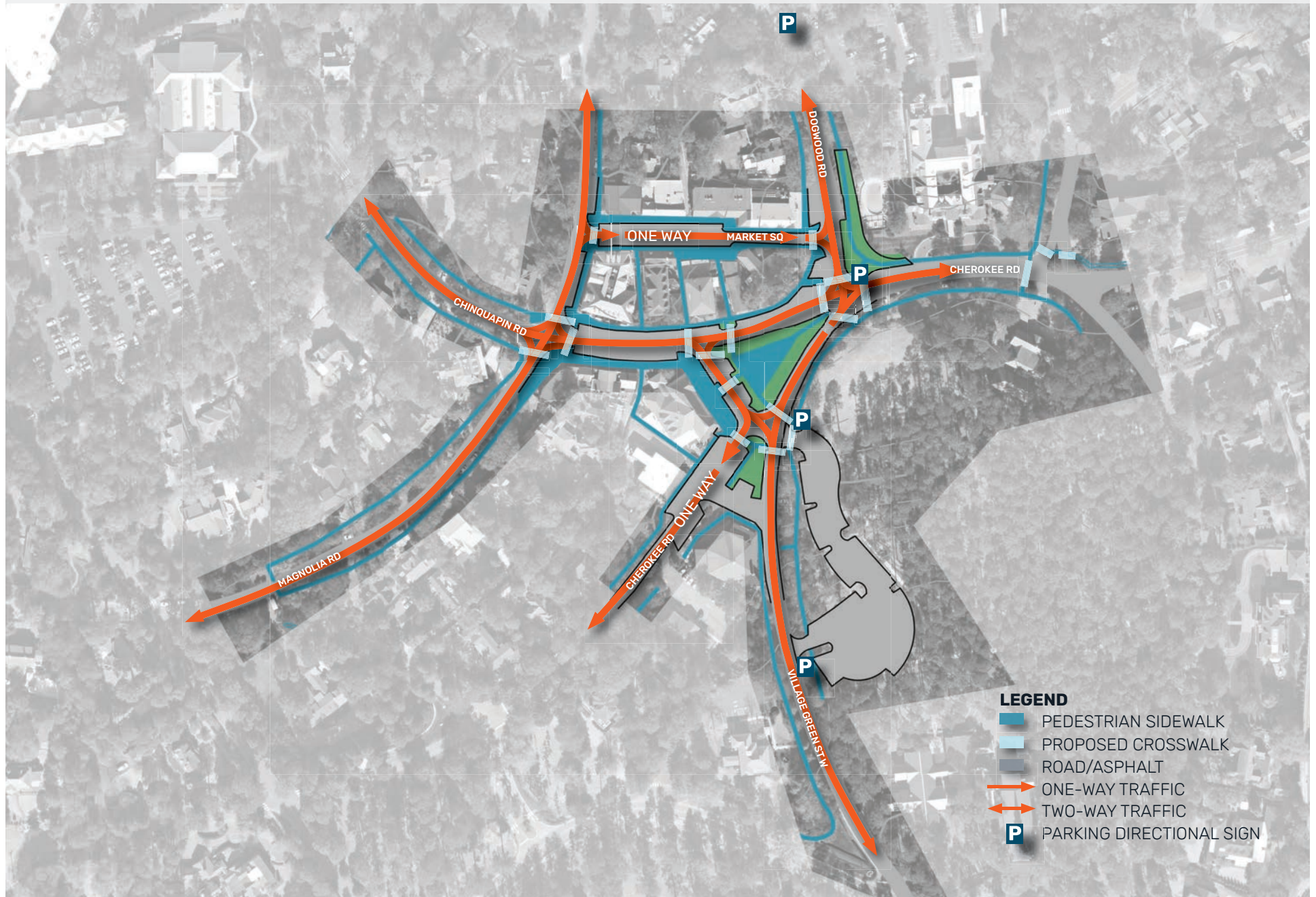
› PRESENT MARKET SQUARE AS THE VILLAGE SQUARE

PROMINENTLY MARK THE ENTRANCE

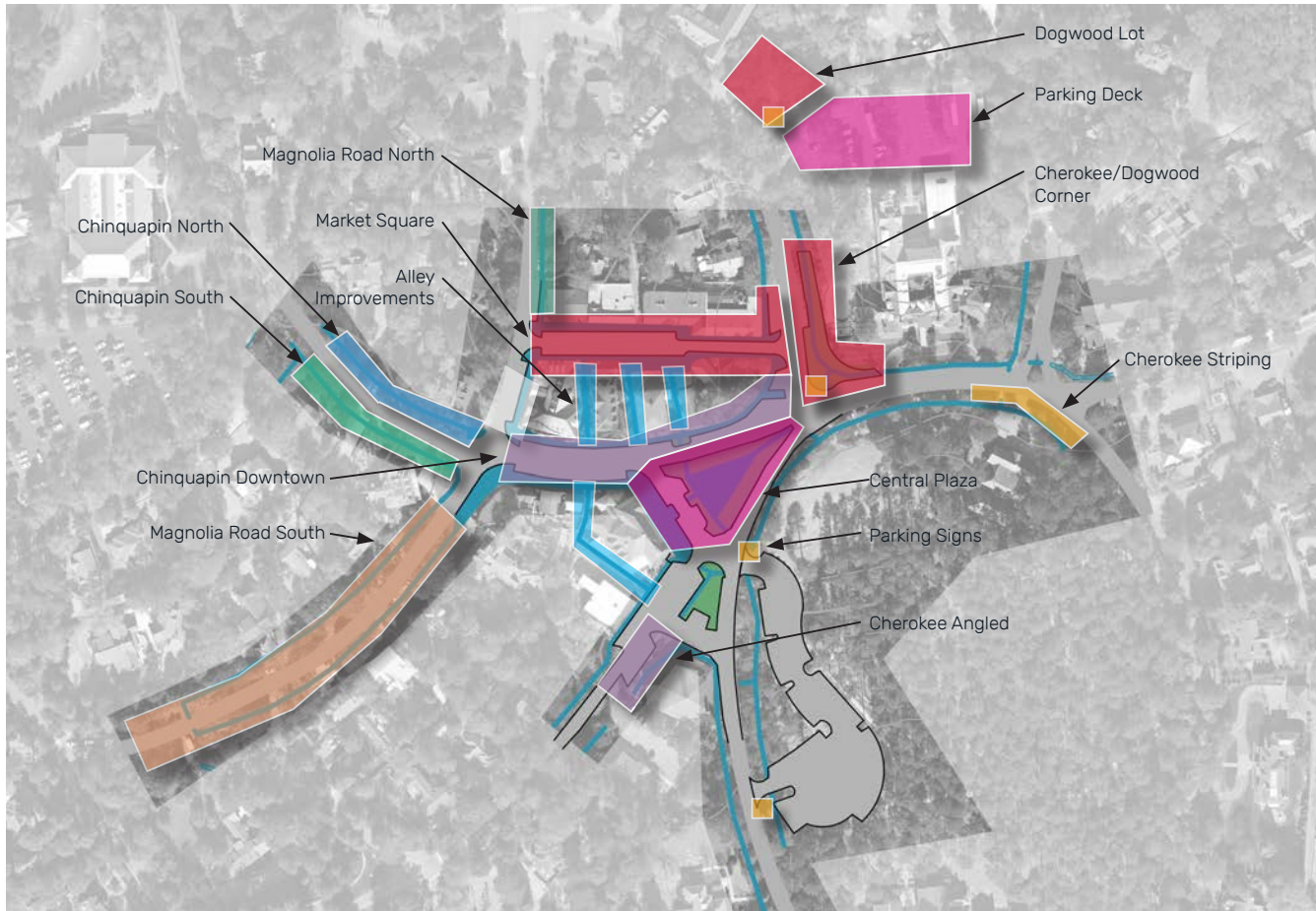
CHANGE PAVING MATERIAL AT DRIVE ENTRANCE AND EXIT



PROPOSED CIRCULATION



PROPOSED PROJECTS



1. REMOVE TREES IN POOR CONDITION

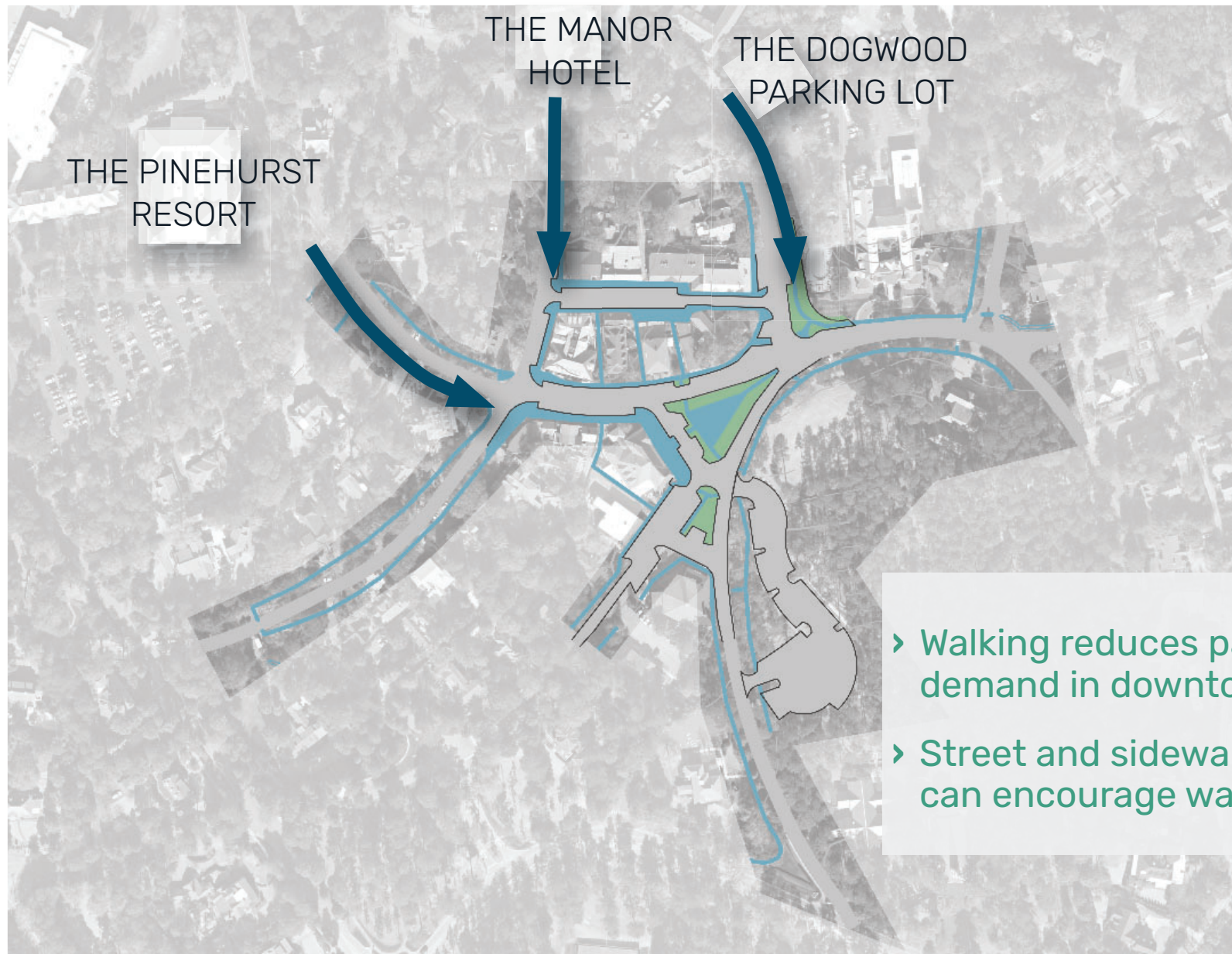
**2. PARKING SIGNS
+ CHEROKEE ROAD STRIPING**

**3. AMENITIES, FURNISHINGS, AND
PLANTERS**

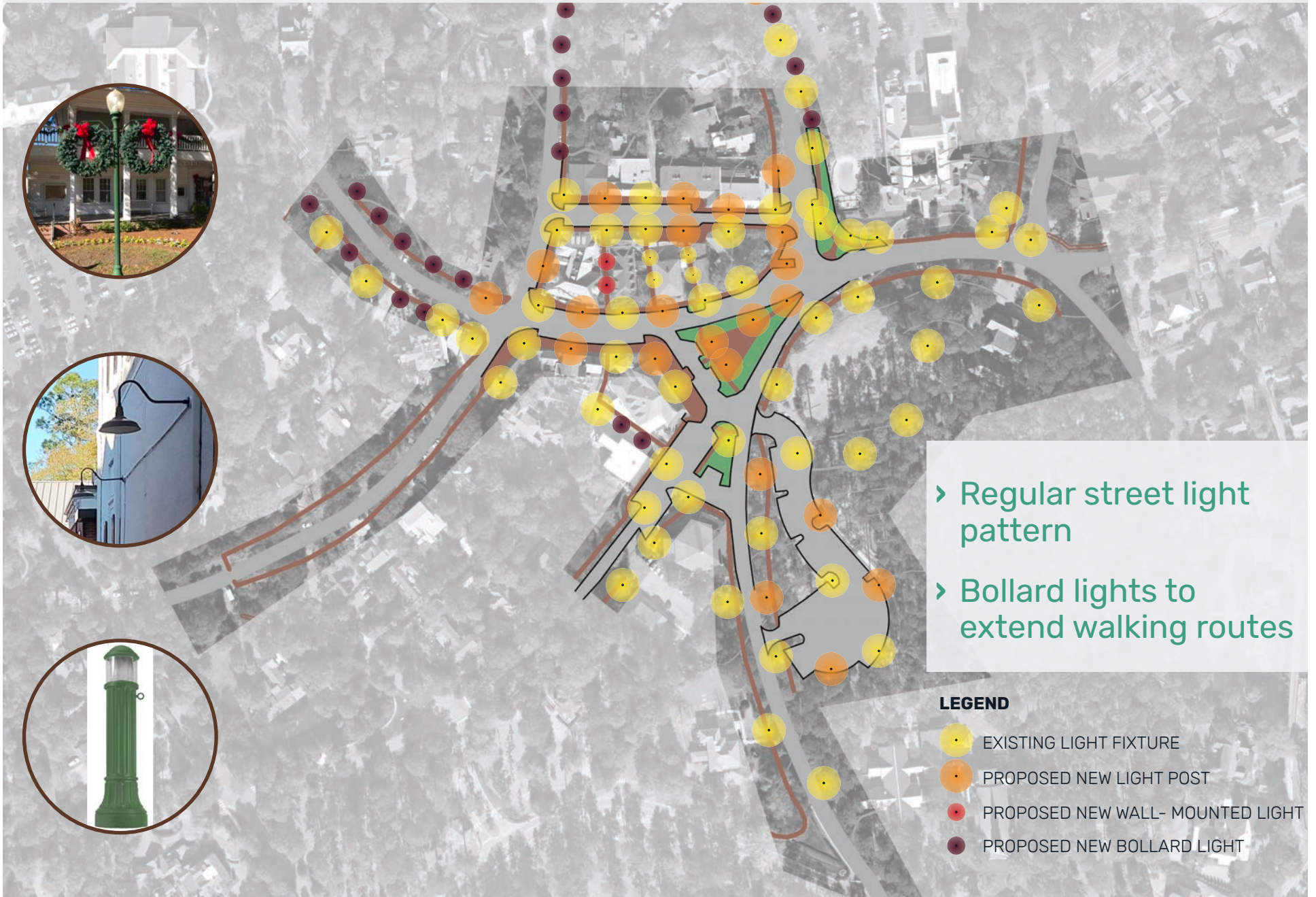
**4. MARKET SQUARE
+ CHEROKEE / DOGWOOD CORNER
+ DOGWOOD LOT IMPROVEMENTS**

**5. CHINQUAPIN SOUTH
+ MAGNOLIA NORTH**

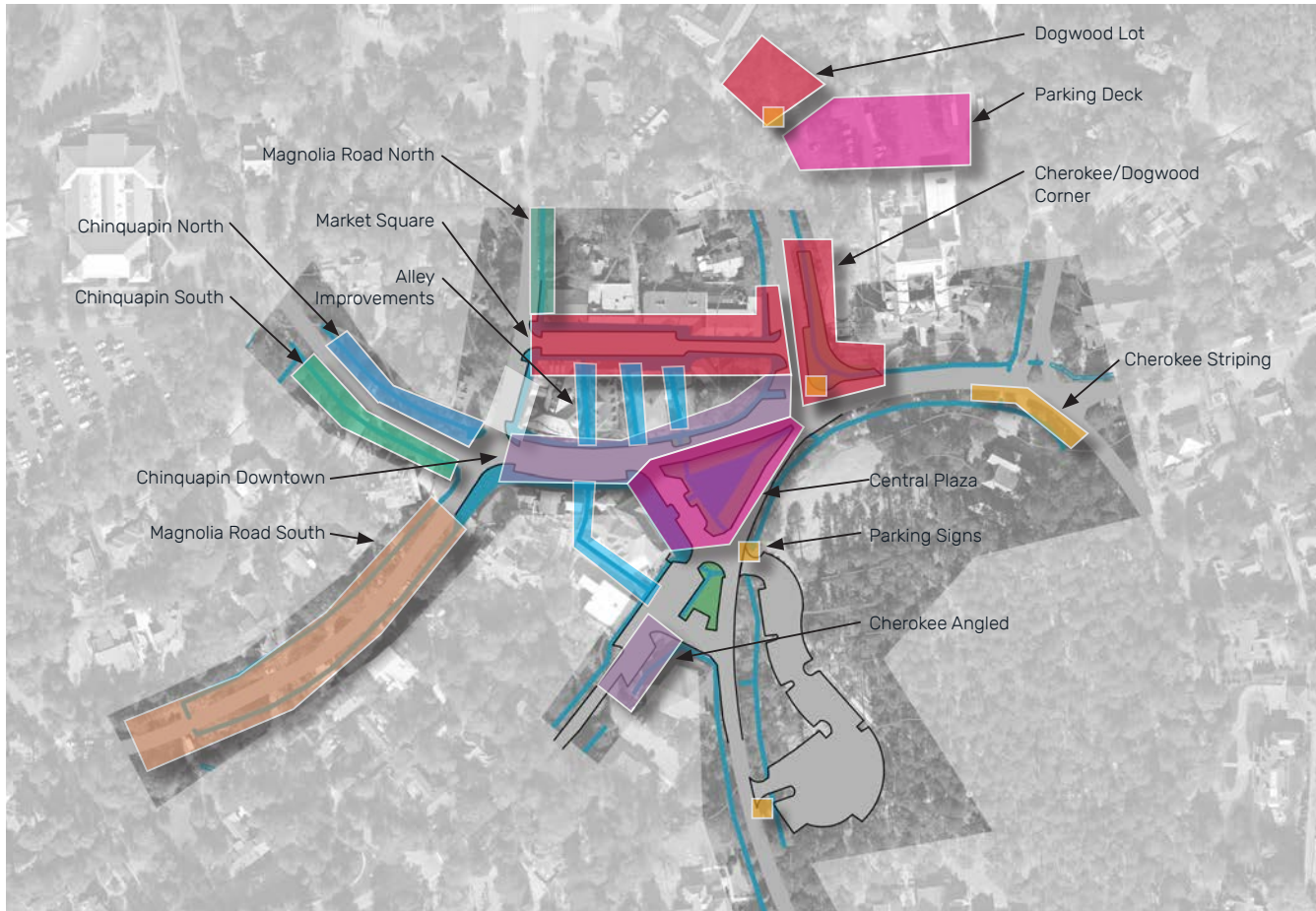
KEY PEDESTRIAN CONNECTIONS



PROPOSED LIGHTING



PROPOSED PROJECTS



1. REMOVE TREES IN POOR CONDITION

**2. PARKING SIGNS
+ CHEROKEE ROAD STRIPING**

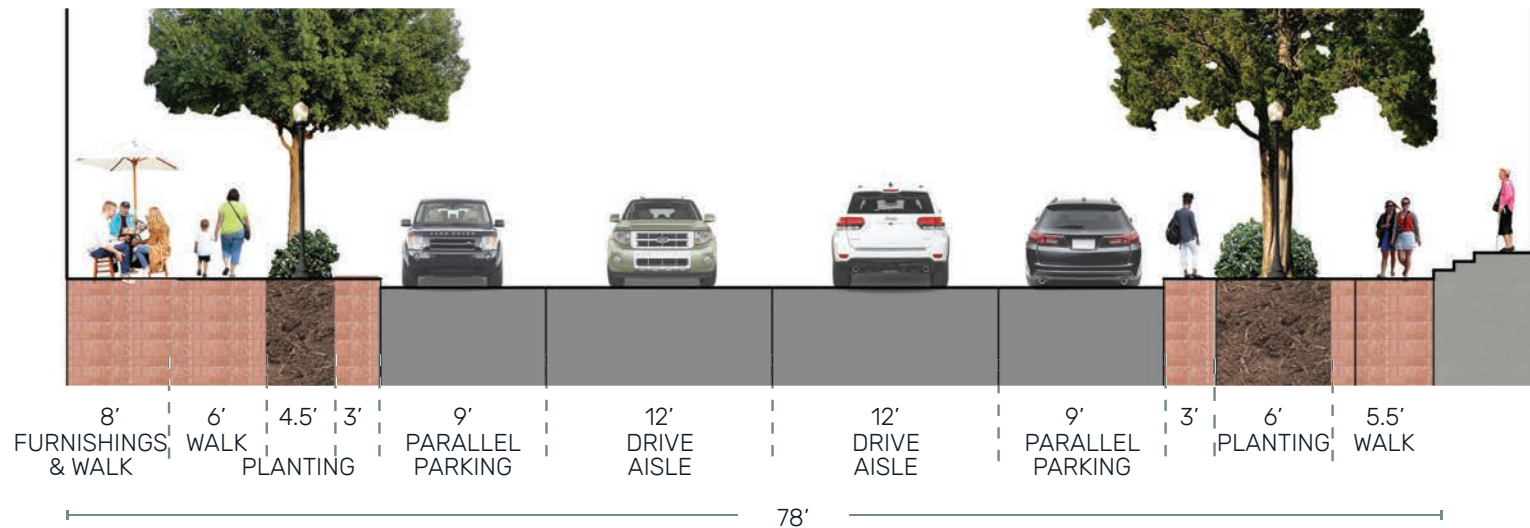
**3. AMENITIES, FURNISHINGS, AND
PLANTERS**

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+ CHEROKEE / DOGWOOD CORNER
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**5. CHINQUAPIN SOUTH
+ MAGNOLIA NORTH**

**6. CHINQUAPIN DOWNTOWN
+ CHEROKEE ANGLED PARKING**

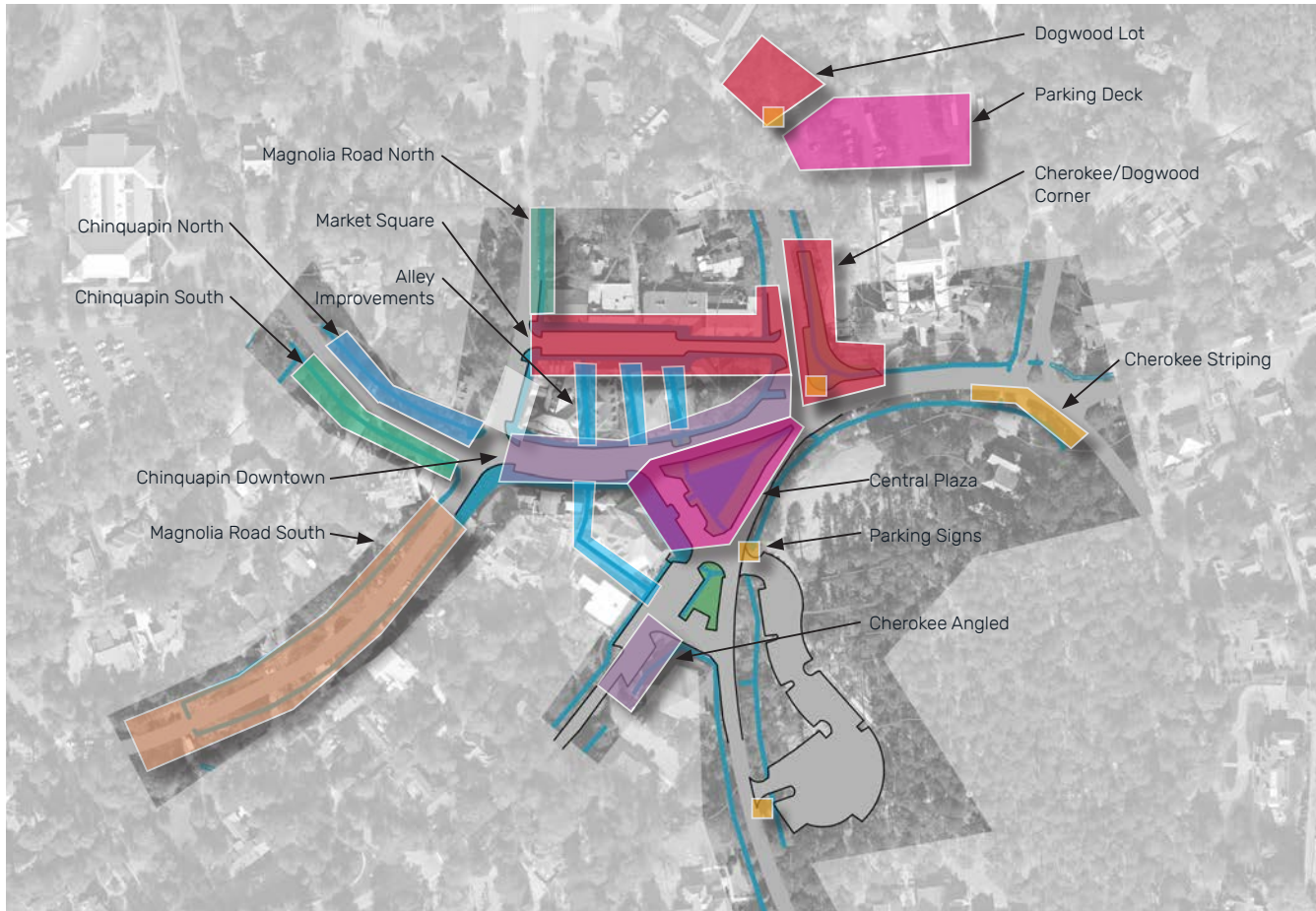
CHINQUAPIN ROAD



› IMPROVE PEDESTRIAN EXPERIENCE

WIDEN SIDEWALKS ON SOUTH SIDES OF CHINQUAPIN

PROPOSED PROJECTS



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**2. PARKING SIGNS
+ CHEROKEE ROAD STRIPING**

**3. AMENITIES, FURNISHINGS, AND
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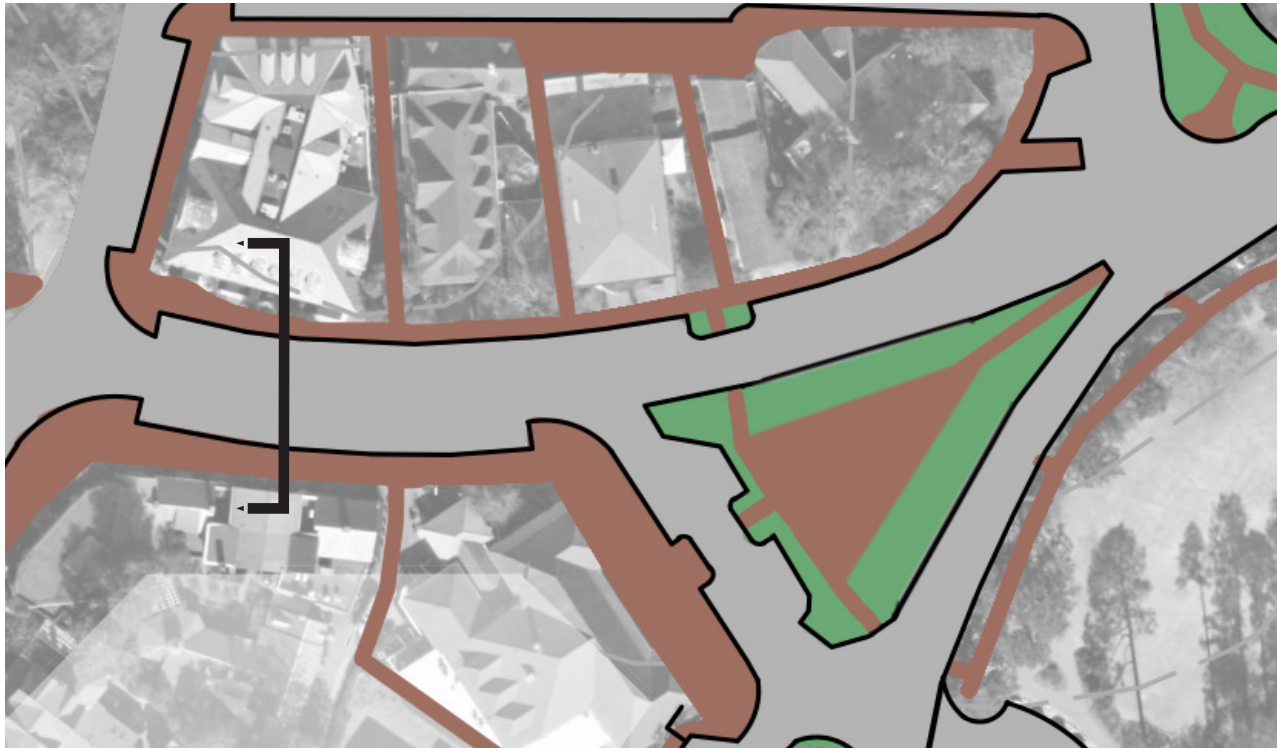
**5. CHINQUAPIN SOUTH
+ MAGNOLIA NORTH**

**6. CHINQUAPIN DOWNTOWN
+ CHEROKEE ANGLED PARKING**

**7. CENTRAL PLAZA
+ PARKING DECK ANNOUNCEMENT**

› CREATE NEW CENTRAL PLAZA

MODIFY STREET SECTION IN FRONT OF DEPARTMENT STORE BUILDING



THIS 1903 VIEW FROM THE DEPARTMENT STORE BUILDING ILLUSTRATES THE PROPOSED 'VILLAGE POINT' TRIANGLE ISLAND

PROPOSED DEPARTMENT STORE FRONT

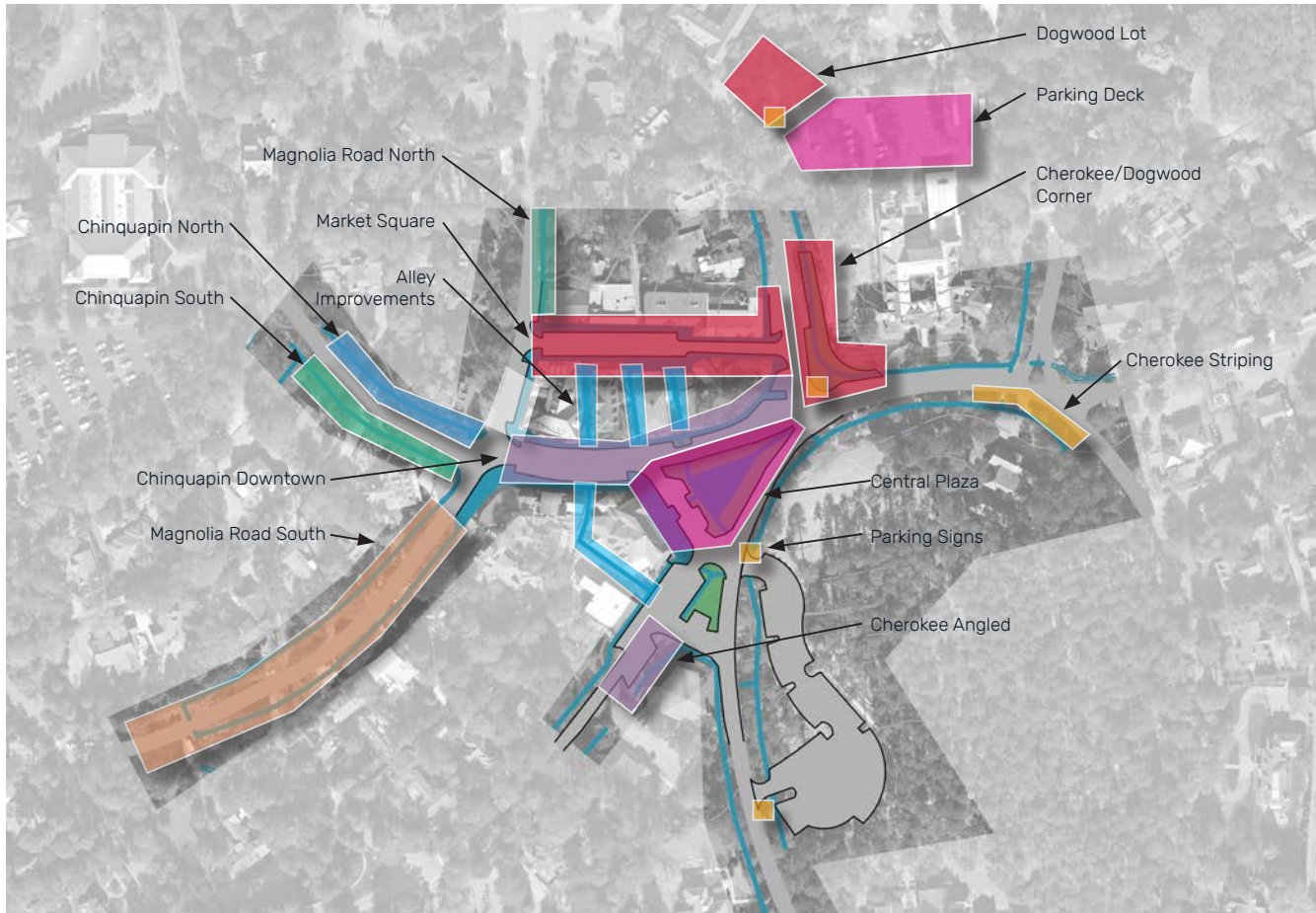


A DRIVE ACCESSES ANGLED PARKING IN FRONT OF THE OLD DEPARTMENT STORE BUILDING.



A MODIFIED STREET SECTION CREATES A WIDE SIDEWALK, PARALLEL PARKING, AND 2-WAY DRIVE.

PROPOSED PROJECTS



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**7. CENTRAL PLAZA
+ PARKING DECK ANNOUNCEMENT**

8. CHINQUAPIN NORTH

PROPOSED PARKING



PROPOSED PLANTING

› MAINTAIN AND IMPROVE HISTORIC PLANTING CHARACTER

INCREMENTALLY REPLACE AGING TREES

CULTIVATE A MORE CASUAL PLANT CHARACTER

USE PLANTING TO CONTROL AND DIRECT VIEWS

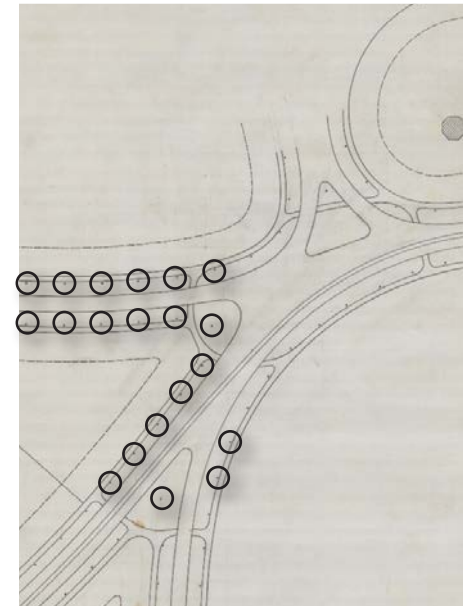
1913 photo capturing the planting character between walks and drives.



Replace formal hedges with loosely shaped shrubs.



Tall trees are shown 50 feet apart on the 1895 plan.



TALL TREES



EASTERN RED CEDAR
Juniperus virginiana



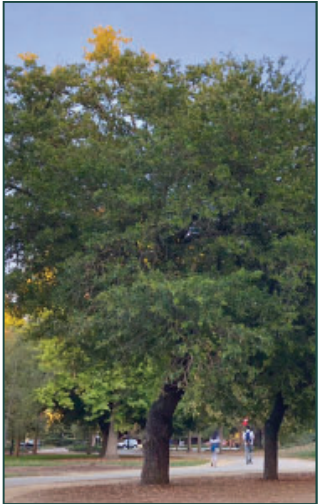
SOUTHERN MAGNOLIA
Magnolia grandiflora



SOURWOOD
*Oxydendrum
arboreum*



LONG LEAF PINE
Pinus palustris



LIVE OAK
Quercus virginiana



WATER OAK
Quercus laurifolia



WILLOW OAK
Quercus phellos

SMALL TREES



AMERICAN HOLLY
Ilex opaca



CAROLINA SILVERBELL
Halesia carolina



SWEET BAY MAGNOLIA
Magnolia virginiana
'Glaucá'



SWEET OLIVE
*Osmanthus x
fortunei*

SMALL SHRUBS



AZALEA
Azalea indica



CAMELLIA (WHITE BLOOM)
Camellia japonica



CAMELLIA (WHITE BLOOM)
Camellia sasanqua



DWARF BUTTON BUSH
Cephalanthus 'Sugar Shack'



PROSTRATE JAPANESE PLUM YEW
Cephalotaxus harringtonia
'Prostrata'



DAPHNE
Daphne laureola



JAPANESE ARALIA
Fatsia japonica



ST. JOHNS WORT
Hypericum 'Hidcote'



HARDY GARDENIA
Gardenia jasminoides
'Crown Jewel'



INKBERRY
Ilex glabra



RHODODENDRON
Rhododendron atlanticum

GROUNDCOVER



BLUE SEDGE
Carex flacca

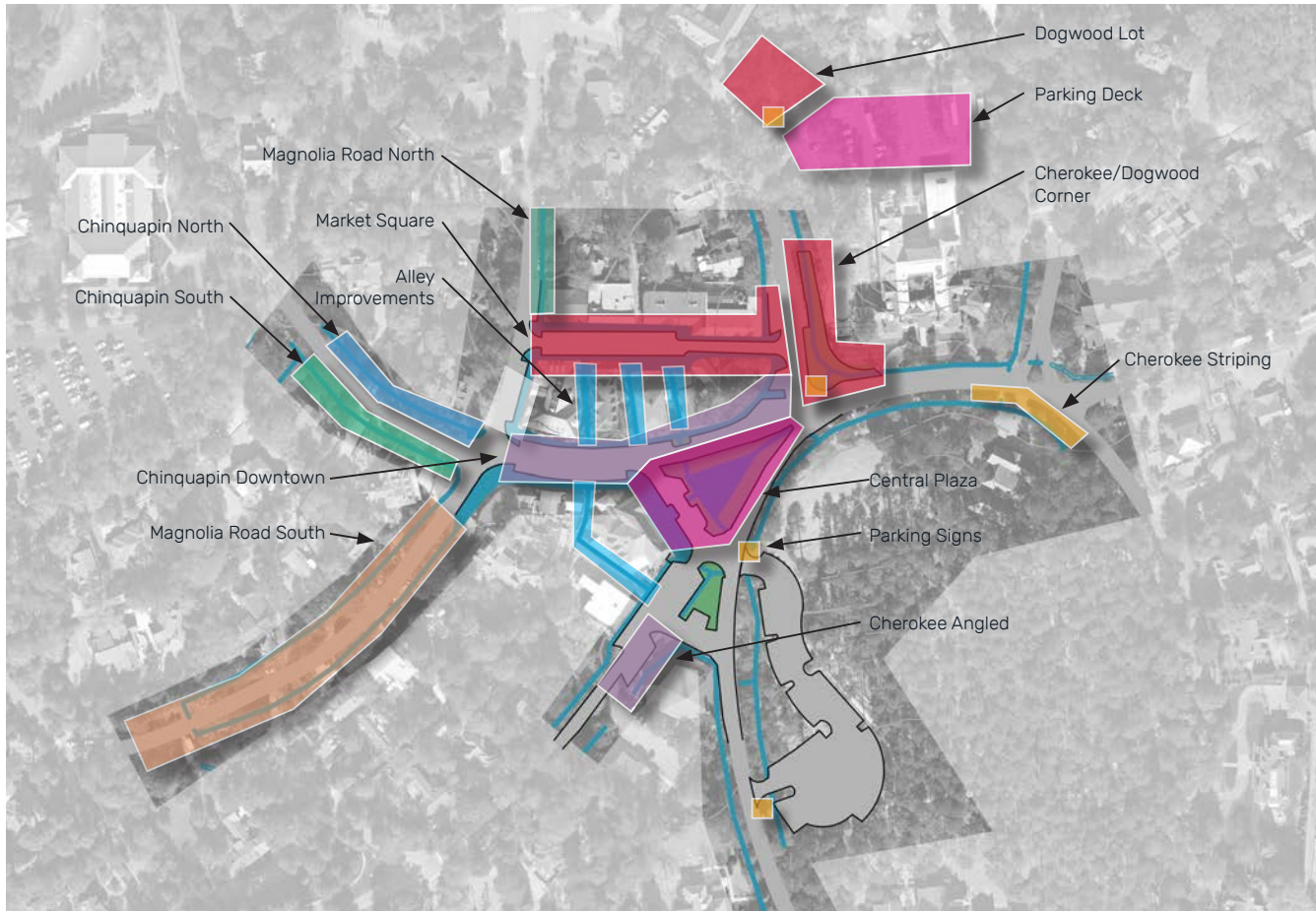


LAMB'S EARS
Stachys byzantina



BIRDS EYE SPEEDWELL
Veronica persica

PROPOSED PROJECTS



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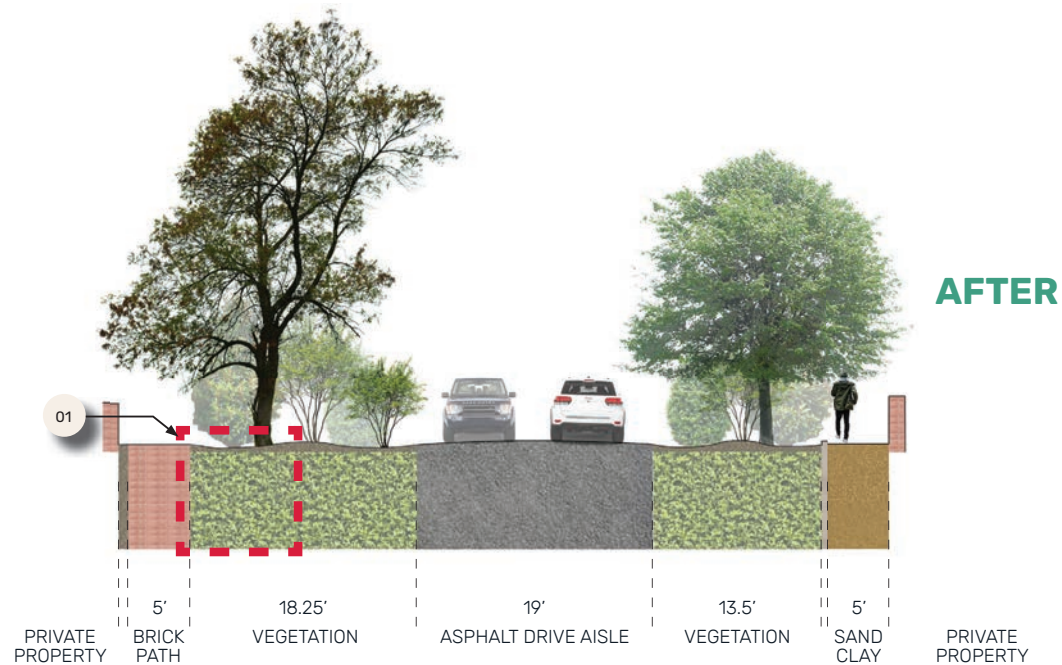
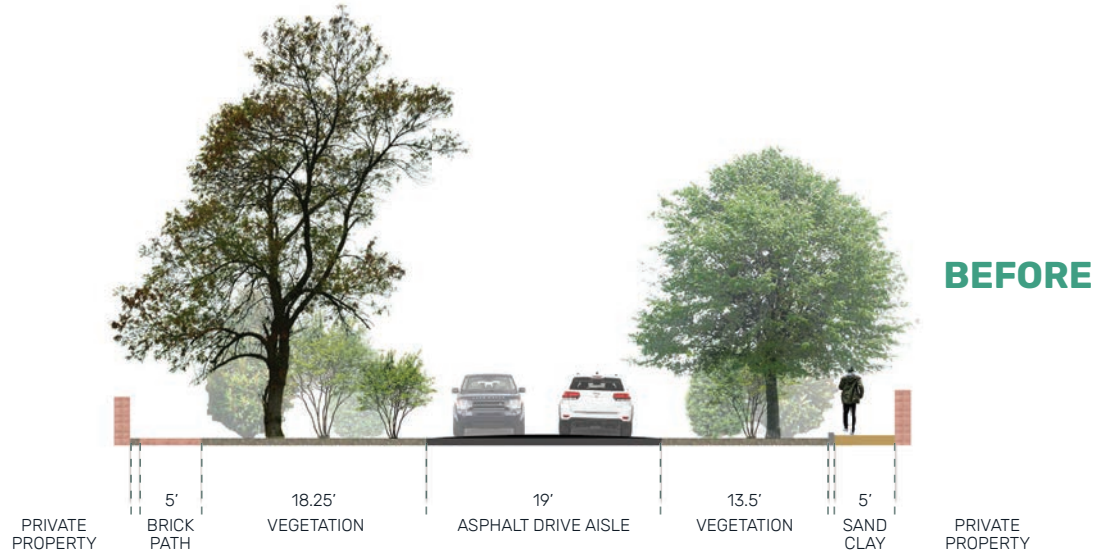
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8. CHINQUAPIN NORTH

AT ANY TIME. MAGNOLIA ROAD SOUTH

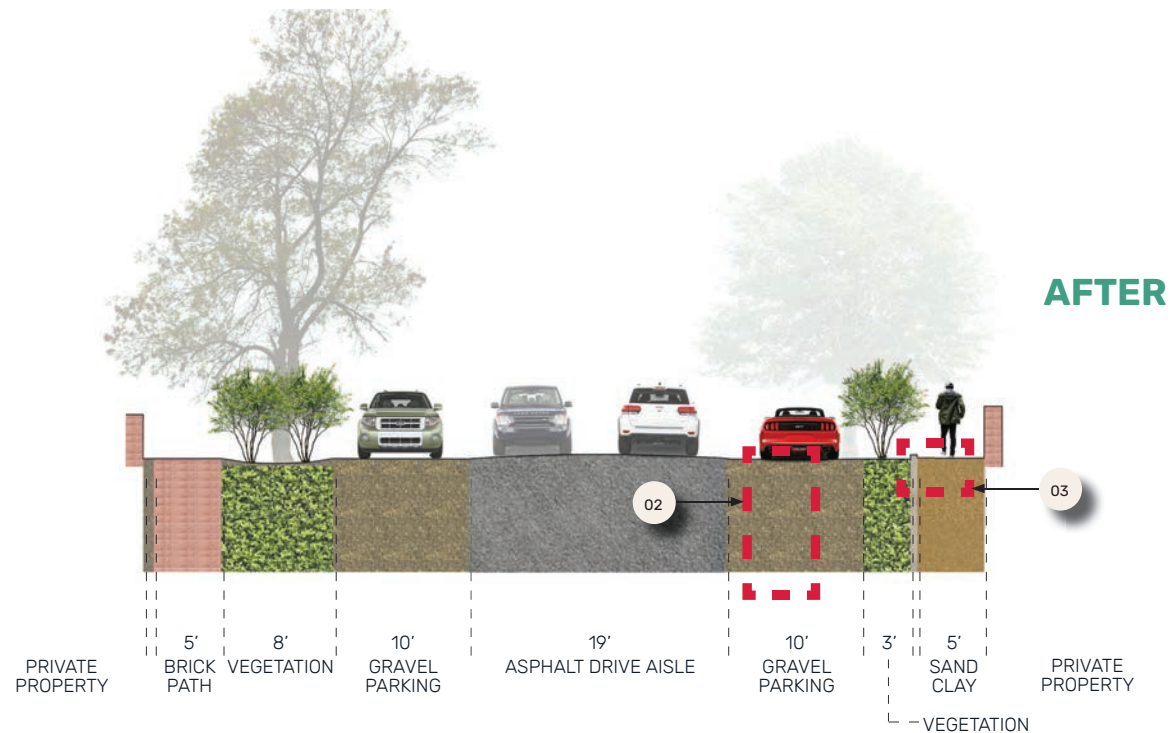
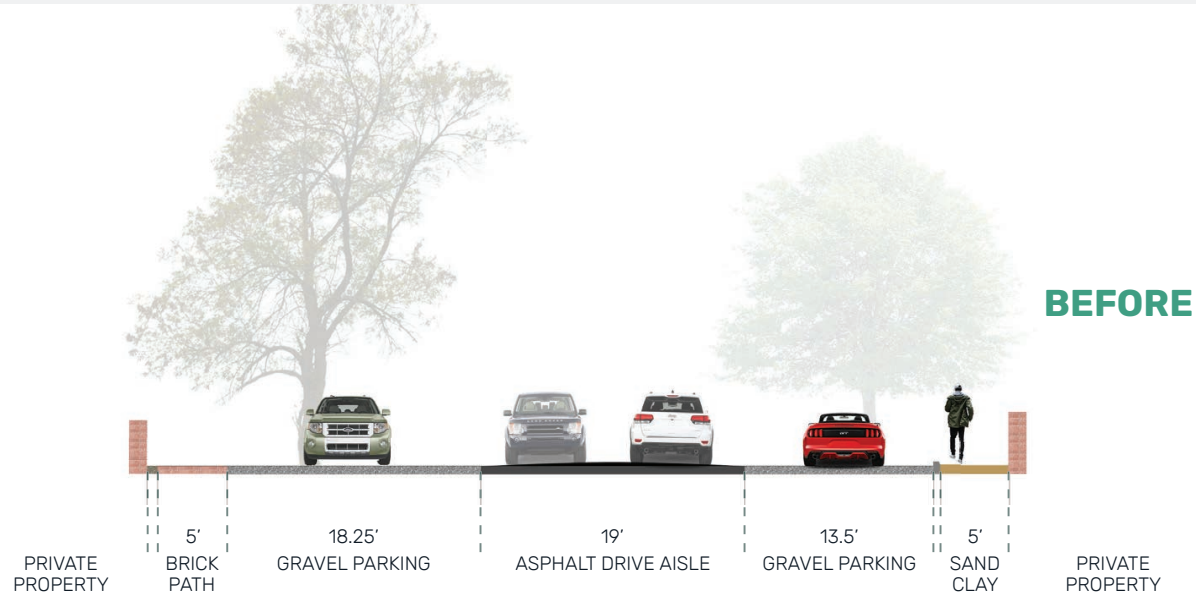
**AT ANY TIME. ALLEY EASEMENTS AND
IMPROVEMENTS**

PROPOSED MAGNOLIA ROAD



› Improve drainage in planting areas

PROPOSED MAGNOLIA ROAD (WITH PARALLEL PARKING)



- › Create typical sized parallel parking
- › Bring back vegetation
- › Improve drainage in parking and planting areas

LORTON, VA
RSSY



PEA GRAVEL



#57 WASHED GRAVEL

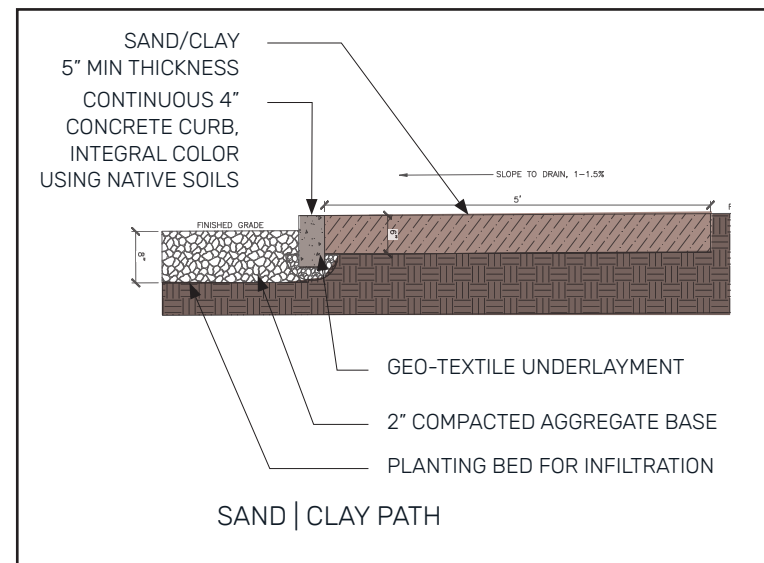
HARMANS, MD
AGGTRANS



PEA GRAVEL

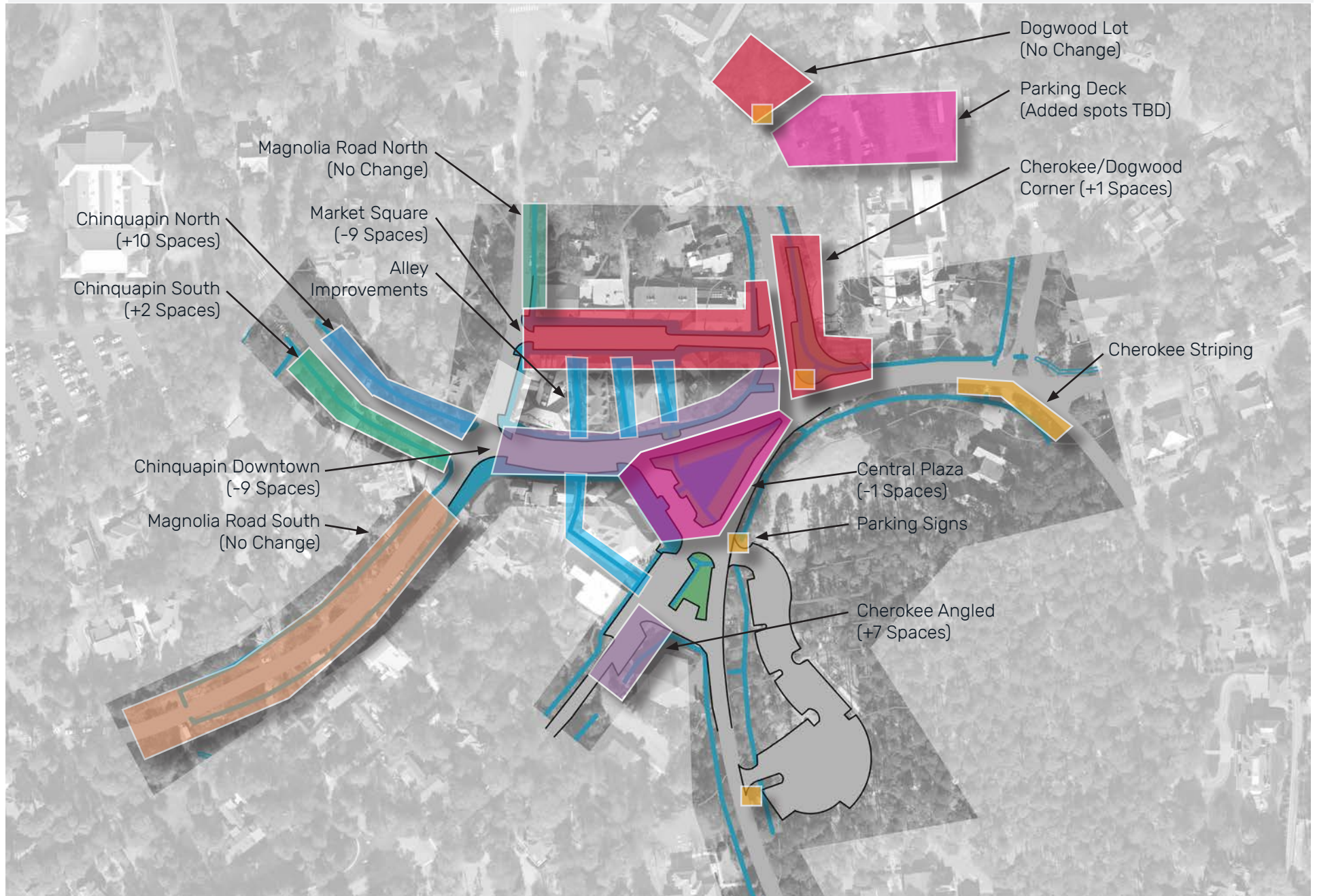


#57 WASHED GRAVEL



- › Use sand colored gravel
- › Use colored concrete curb to edge sand walks

PROPOSED PHASING



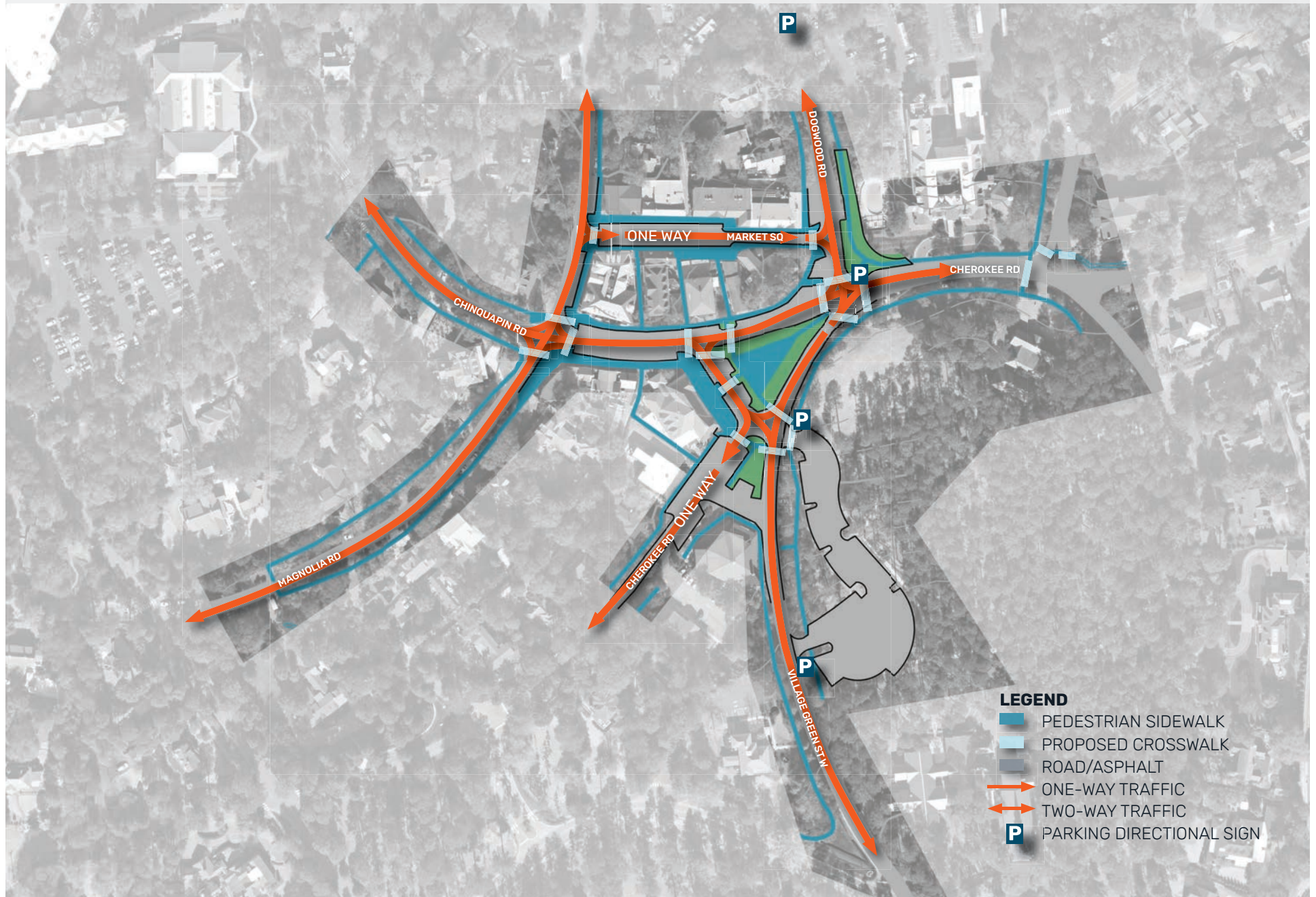


THANK YOU

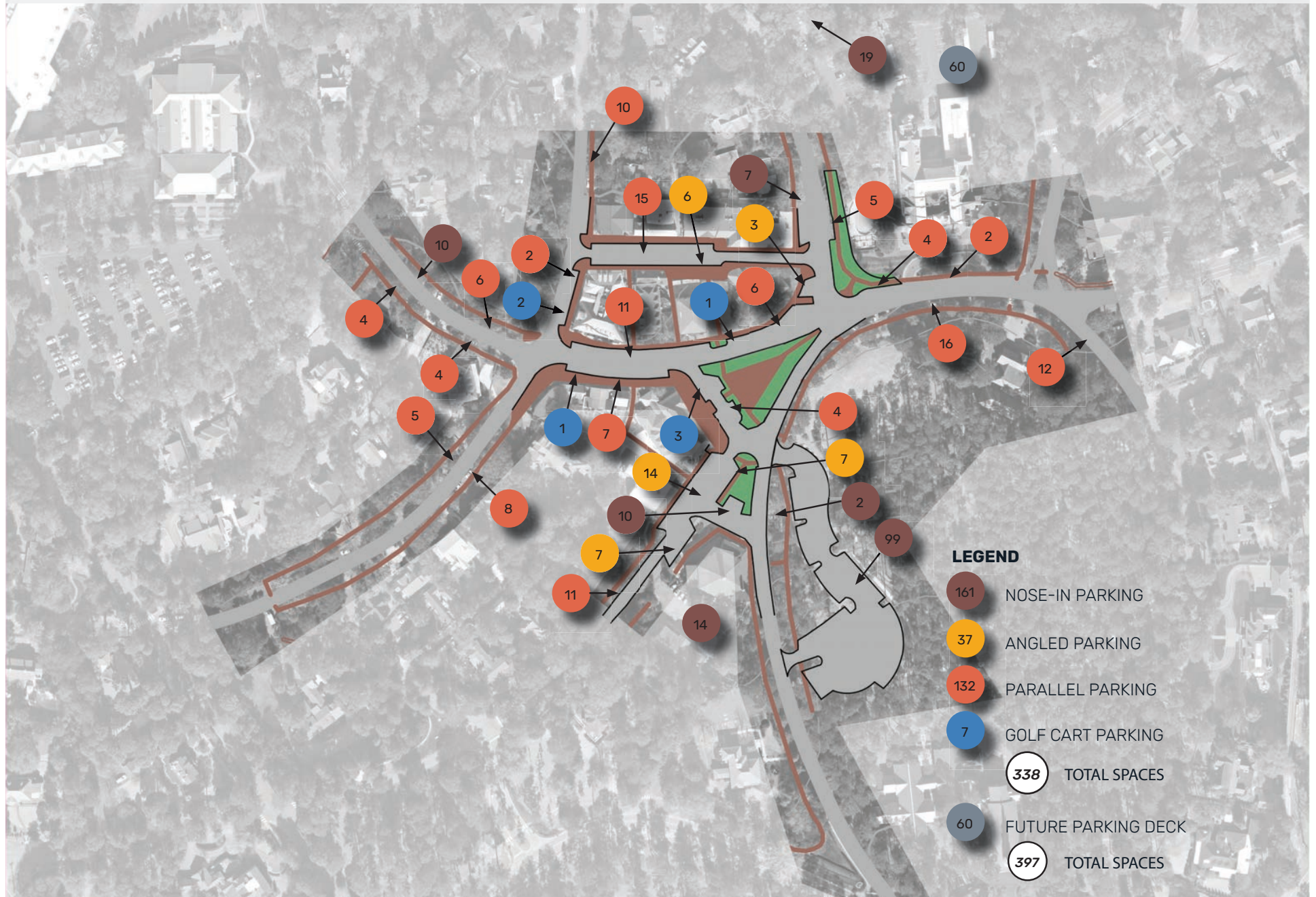


MCADAMS

PROPOSED CIRCULATION



PROPOSED PARKING





CANNON PARK SYNTHETIC TURF PROPOSAL ADDITIONAL AGENDA DETAILS:

FROM:

Mark Wagner

CC:

Jeff Sanborn, Jeff Batton

DATE OF MEMO:

8/4/2022

MEMO DETAILS:

Staff would like to discuss the proposal to convert Cannon Park Field 1 from grass to synthetic turf.

Pricing for the project is from FieldTurf USA, Inc., who was awarded the contract through Sourcewell Cooperative Purchasing which holds hundreds of competitively solicited cooperative contracts. Sourcewell has verified that the pricing from FieldTurf adheres to their approved contract pricing.

We have received an updated proposal totaling \$1,362,022 for the project. The current FY23 budget includes \$1,237,000 for the project. We would also like to install perimeter fencing at the edge of the synthetic turf in the outfield which would add \$13,000 to the project total. Fencing would be installed by a separate vendor. A budget amendment would be needed in the amount of \$138,022 in order to proceed.

Staff would like to discuss the project costs, timeline, and seek consensus from Council so that we may begin permitting and construction in order to meet our target deadline for completion in mid-February 2023.

A representative from FieldTurf USA, Inc. is planning to be at the meeting to answer any questions along with parks and recreation staff.

Thank you

ATTACHMENTS:

Description

- ☐ Proposal
- ☐ Warranty
- ☐ Project Schedule
- ☐ FT Genius Brochure
- ☐ Project Layout

COOP PRICING PROPOSAL



CITY OF PINEHURST – CANNON PARK SYNTHETIC TURF BASEBALL FIELD

May 27, 2022

FieldTurf USA, Inc. is pleased to present the following proposal. FieldTurf pricing is based on the Sourcewell contract (formerly NJPA). Sourcewell provides predetermined preferential pricing through approved vendors. Since the products have already been bid at the national level, individual municipalities do not have to duplicate the bidding process per Sourcewell Contract # 060518-FTU.



Click on the following Sourcewell hyperlink for contract due diligence documentation:

[Sourcewell](#)

	Description	Quantity	Units	Unit Price	Total
1	Engineering/Design/Construction Drawings	1	LS	61,965.00	\$61,965.00
	(if necessary)				
	Site Work				
2	Mobilization	1	LS	20,655.00	\$20,655.00
3	Layout/CM	1	LS	25,818.75	\$25,818.75
4	Erosion & Sediment Control - Allowance	1	LS	7,745.63	\$7,745.63
5	Stone Construction Entrance	1	LS	3,614.63	\$3,614.63
6	Strip Topsoil (6" Avg.) - Haul OFF Site	2,250	CY	30.98	\$69,710.63
7	Cut to Subgrade - Haul OFF Site	1,800	CY	30.98	\$55,768.50
8	Laser Grade Subgrade	100,009	SF	0.15	\$15,492.64
9	Install 8" x 12" Notched Concrete Curb	1,300	LF	41.31	\$53,703.00
10	Install 12" Perf. HDPE Perimeter Drain - Tie	1,250	LF	41.31	\$51,637.50
	Into Existing Storm w/in Field Limits				
11	Install 4" Perf. ADS Interior Drainage	1,500	LF	20.66	\$30,982.50
12	Install 4 oz Geotextile Fabric	100,009	SF	0.24	\$23,755.39
13	Install 5" # 57 Base Stone	2,600	TONS	51.64	\$134,257.50
14	Install 1" Finish Stone	835	TONS	51.64	\$43,117.31
15	Laser Grade Finish Stone	100,009	SF	0.15	\$15,492.64
16	Install Bases & Sleeves	1	SET	2,581.88	\$2,581.88
17	Restoration - Topsoil & Seed Disturbed Areas	2,000	SY	10.33	\$20,655.00

COOP PRICING PROPOSAL



18	Concrete Home Plate & Pitching Area	1	LS	15,491.25	\$15,491.25
	Subtotal Site Work				\$652,444.74
	Synthetic Turf				
19	Fieldturf 2" Classic HD CoolPlay	100,009	SF	5.19	\$519,046.71
20	Inlaid Baseball Markings	1	LS	DONATED	\$0.00
21	Velcro Replacement Kit for Mound, Batters & Catcher's Boxes (Set of 8). Replacement labor is NOT included.	2	LS	14,250.00	\$28,500.00
22	Field Sweep	1	LS	3,199.00	<u>\$3,199.00</u>
	Subtotal Synthetic Turf				\$550,745.71
	Subtotal Project				\$1,203,190.45
	Performance & Payment Bonds	1	LS	18,322.62	\$18,322.62
	Total Project				\$1,221,513.07
	Sales Tax*				\$97,721.05
	Contingency Item:				
	SWM - ALLOWANCE	100,009	SF	1.00	\$100,009.00
	Voluntary Alternate Pricing				
A1	FieldTurf Genius**	1	LS	40,500.00	\$40,500.00

*Owner to provide E-589CI Affidavit of Capital Improvement for Sales Tax exemption.

PRODUCT DETAILS

FieldTurf, the worldwide leader in artificial turf, is pleased to offer the FieldTurf Classic HD 2" (FTHD-2) CoolPlay system, with the following product characteristics:

- ▶ **Pile Height:** 2 Inches
- ▶ **Infill Weight:** 3.65 lbs sand, 2 lbs cryo and 0.6 lbs CoolPlay per sq.ft.
- ▶ **Pile Weight:** 30 oz/yd²
- ▶ **Total System Weight:** 951 oz/yd²

FieldTurf has taken the necessary steps to ensure that your project will run smoothly and that the quality promised will be the quality delivered.

COOP PRICING PROPOSAL



PRICE DOES NOT INCLUDE:

- a) E & S Controls - Allowance Only.
- b) Supply or installation of Perimeter Safety Fencing
- c) Rock excavation, haul off spoils offsite
- d) Site Security
- e) Unsuitable soils - Once subgrade has been established, a proof roll will be required to ensure structure stability of the soils. In the event that unsuitable soils are encountered, a price to remedy the areas will be negotiated between owner and contractor.
- f) Installation of manholes, junction boxes, gabions, concrete or rock rip rap, storm drainage not related to the field construction, grate inlets, RCP
- g) Relocation, removal of existing utilities not limited to electrical conduits, power poles, water, sewer, gas cable, telephone, storm drainage, irrigation heads, lines, valve boxes or wiring of same
- h) Permits and fees are responsibility of owner
- i) Construction signs (If necessary, are responsibility of owner)
- j) Small vehicle to tow FieldTurf Groomer
- k) Geotechnical investigation of site
- l) Storm Water Management Requirements beyond scope listed above is NOT included.
- m) Unless otherwise specified, the price does not include any G-max testing.
- n) Boring for utilities.
- o) Any electrical work.
- p) Asphalt paving.
- q) Concrete.
- r) Track surfacing, unless otherwise specified.
- s) Repair or resurfacing existing asphalt parking lot if damaged by truck traffic.
- t) Site restoration, sodding, landscaping or grow-in.
- u) Permit fees, Inspection fees.
- v) Prevailing wages, union labor and other labor law levies.
- w) Anything not explicitly noted in the inclusions.

** FIELDTURF GENIUS INCLUDES:

- Two (2) Genius Sensors
- Installation of the Genius Sensors
- Training
- Five (5) Year Warranty on the Genius Sensors
- Annual Monitoring for 10 years including:
 - o Annual field data
 - o Management of the Genius System
 - o Maintenance Costs

COOP PRICING PROPOSAL



The Genius System and its software dashboard will provide the following features:

- Live, accurate participation tracking of both areas.
- Alerts on maintenance requirements based on live usage data.
- Live report of maintenance performed (areas covered & time spent).
- Heat maps showing usage of the facility, updated automatically in line with maintenance.
- Graphs to map participation and identify trends in usage.
- Alerts to usage out of hours/intruders.

The proposed Genius price does not include:

- Any costs associated with the supply and installation of the light poles or other structure required for mounting the lightweight sensors; this proposal assumes and is based upon the existence of an adequate light pole or structure at a suitable height on site ready for Genius installation.
- Any costs associated with the supply and installation of power to the pole location required to power the sensor units.
- Any costs associated with site preparation and/or suitability of the Genius system; this proposal is expressly conditioned upon FieldTurf's review and, as appropriate, confirmation of site suitability.

The price is valid for a period of 90 days. The price is subject to increase if affected by an increase in raw materials, freight, or other manufacturing costs, a tax increase, new taxes, levies or any new legally binding imposition affecting the transaction. The parties recognize that the impacts of the COVID-19 pandemic are currently unpredictable and could lead to limitations in labor availability and delays in the supply and delivery of materials, equipment or products. In addition, as these contingencies have not been factored into this proposal; materials, equipment and/or products to be used in performing the work may become subject to a price increase. Accordingly, it is acknowledged that the seller/FieldTurf shall (a) not be subject to any damages for any delay due to events beyond its control and, (b) be allowed an equitable adjustment of the time and/or of the price of this proposal or any contractual document resulting therefrom. Please note that the seller/FieldTurf shall use its best efforts to ensure that it fulfills its commitments and will strive to minimize any negative impacts as they may arise. Thank you for your kind understanding.

Please feel free to reach out to any member of our project team with questions about our offer:

Victoria Talay

Project Manager

438-829-1958

victoria.talay@fieldturf.com

Patrick Zeni

Regional Sales Manager

724-825-3765

patrick.zeni@fieldturf.com

Thank you again for your interest in FieldTurf, we look forward to working with you.

Per:

Marie-Christine Raymond, Director of Operations
FieldTurf USA, Inc. / Tarkett Sports Canada, Inc.

COOP PRICING PROPOSAL



FieldTurf USA, Inc. holds the Cooperative Purchase contract, any PO for Contract must be made out to
FieldTurf USA, Inc. 175 N Industrial Blvd NE. Calhoun, GA 30701

If you have questions regarding the FieldTurf and Beynon SmartBuy Cooperative Purchasing Program, please
contact Eric Fisher at: Eric.Fisher@smartbuycooperative.com.



COOP PRICING PROPOSAL



CONDITIONS

Notwithstanding any other document or agreement entered into by FieldTurf in connection with the supply and installation only of its product pursuant to the present bid proposal, the following shall apply:

- a) This bid proposal and its acceptance is subject to strikes, accidents, delays beyond our control and *force majeure*.
- b) FieldTurf's preferred payment terms are as follows: (i) 50% of the Price upon Customer's execution of contract; (ii) 40% of the Price upon shipment of materials from FieldTurf's manufacturing facility; and (iii) Remaining balance of ten percent (10%) upon substantial completion of the field, which shall be achieved when Customer is able to use the field for its intended purpose, even if punchlist items remain and the Certificate of Completion has not been executed by Customer.
- c) Accounts overdue beyond 30 days of invoice date will be charged at an interest rate of 10% per annum.
- d) FieldTurf requires a minimum of 21 days after receiving a fully executed contract or purchase order and final approvals on shop drawings to manufacture, coordinate delivery and schedule arrival of installation crew. Under typical field size and scenario, FieldTurf further requires a minimum of 28 days per field to install the Product subject to weather and *force majeure*.
- e) FieldTurf requires a suitable staging area. Staging area must be square footage of field x 0.12, have a minimum access of 15 feet wide by 15 feet high, and, no more than 100 ft from the site. A 25 foot wide by 25 foot long hard or paved clean surface area located within 50 feet of the playing surface shall be provided for purposes of proper mixing of infill material. Access to any field will include suitable bridging over curbs from the staging area to permit suitable access to the field by low clearance vehicles. Staging area surface shall be suitable for passage with motor vehicles used to transport materials to the site and/or staging area. FieldTurf shall not be liable for any damages to the staging area or its surface unless such damages are caused by FieldTurf's intentional misconduct or negligence.
- f) This proposal is based on a single mobilization. If the site is not ready and additional mobilizations are necessary, additional charges will apply.
- g) Upon substantial completion of FieldTurf's obligations, the Customer shall sign FieldTurf's Certificate of Completion in the form currently in force; to accomplish this purpose, the Customer will ensure that an authorized representative is present at the walk-through to determine substantial completion and acceptance of the field, which may include a list of punch list items.
- h) FieldTurf shall not be a party to any penalty clauses and/or liquidated damages provisions.
- i) FieldTurf shall be entitled to recover all costs and expenses, including attorney fees, associated with collection procedures in the event that FieldTurf pursues collection of payment of any past due invoice.
- j) All colors are to be chosen from FieldTurf's standard colors.

THE TARKETT SPORTS FAMILY - LEADERS IN SPORTS SURFACING





Manufacturer's Limited Warranty

FieldTurf warrants that if **FieldTurf (product code)** (Product) for multi-sport use synthetic turf proves to be defective in material or installation workmanship, therefore resulting in premature wear, during normal and ordinary use of the Product for the sporting activities provided herein or for any other uses for which FieldTurf has provided its written authorization, within **eight (8) years** from the date of completion of installation as indicated in this Warranty, FieldTurf shall either repair or replace the affected area of the Product in accordance with the terms of this Warranty. FieldTurf's sole liability under this Warranty shall be limited to either repair or replacement of the affected area of the Product, at its sole discretion, and FieldTurf shall have no other obligations or liabilities with respect to defects of the Product. FieldTurf will, at FieldTurf's option, either repair or replace the affected area to the extent required to meet the Warranty period, but no cash refunds will be made. This Warranty shall commence upon the date of completion indicated in this Warranty. The accompanying Warranty service will not come into effect unless and until FieldTurf's Certificate of Completion is sent for validation to the corporate office of FieldTurf indicated herein within thirty (30) days of the date of completion or Purchaser's first use, whichever occurs first. In all cases, the Warranty shall be deemed to commence upon the date of completion indicated in this Warranty. This Warranty is limited to the remedies of repair or replacement, which shall constitute the exclusive remedies available under this Warranty; all other remedies or recourses which might otherwise be available are hereby waived by the Purchaser. FieldTurf will have no other obligations or liability for damages arising out of or in connection with the use or performance of the Product, including, but without limitation, damages for personal injury and/or economic losses. This Warranty shall not come into effect, and FieldTurf shall have no obligations under this Warranty, unless and until FieldTurf is paid in full for the Product to be warranted hereunder. **As concerns the designated high-traffic areas, which include but are not limited to: Home Plate, Pitcher's Mound, Base areas and paths; and all synthetic turf installed anywhere on the infield, the foregoing Warranty applies except that the applicable Warranty period shall be limited to a two (2) year Manufacturer's Warranty.**

Field Markings: Baseball

Other Exclusions

EXCEPT AS EXPRESSLY SET FORTH IN THE MANUFACTURER'S LIMITED WARRANTY ABOVE, FIELDTURF DISCLAIMS ALL OTHER WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, IN FACT OR IN LAW, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

THIS WARRANTY SHALL BECOME NULL AND VOID IF THE PURCHASER FAILS TO MAINTAIN THE FIELD IN ACCORDANCE WITH THE FIELDTURF MAINTENANCE GUIDELINES AND SCHEDULE PROVIDED BY FIELDTURF THEREIN. ALL MAINTENANCE SHALL BE PERFORMED BY FIELDTURF-TRAINED AND/OR FIELDTURF-AUTHORIZED MAINTENANCE PERSONNEL ONLY.

Furthermore, this Manufacturer's Limited Warranty **does not cover:**

1. Any damage resulting, directly or indirectly, from *force majeure*, accident, misuse, intentional and unintentional abuse, infill displacement, neglect; or from usage, unintentional or otherwise, that cannot reasonably be considered as normal play or ordinary use of the Product. For purposes of this Warranty, normal play and ordinary use shall mean usage up to 3,000 hours per year of regular play and utilization for the sporting activities provided herein; normal play and ordinary use also includes a reasonable number of users or participants, but does not include repetitive marching, repetitive training or high-intensity drills on the same part of the field, especially in the areas of, but not limited to, home plate, pitcher's mound, base areas, base paths all of which require frequent maintenance in accordance with FieldTurf Maintenance Guidelines and may require regular replacement.
2. Damage resulting from failure to maintain the Product in accordance with FieldTurf's Maintenance Guidelines provided to the Purchaser, including without limitation, the baseball specific maintenance and use instructions. Given the nature of baseball, this warranty shall be conditional upon the Purchaser carrying out regular baseball specific field maintenance as specified in FieldTurf's applicable maintenance manuals/guidelines and maintaining written logs showing same. The Purchaser understands the particular





Manufacturer's Limited Warranty

baseball requirement for frequent in-fill replenishment and maintenance on bases, base paths and anywhere else in-fill is naturally displaced.

3. Damage resulting from repair, attempted repair and/or maintenance by anyone other than FieldTurf, an authorized FieldTurf distributor or an authorized FieldTurf maintainer.
4. Damage due to causes which include, but are not limited to, the application of chemicals and/or cleaning agents, adhesive backing, dirt, traffic, negligence, vandalism, fire, flood, windstorm, animals, improper care and Acts of God.
5. Failure and/or improper design of the base; depression of the soil, subsurface or other matter upon which the base or Product rests; and any and all resulting damage to the Product arising therefrom.
6. FieldTurf does not warrant the percolation rate, long term planarity and/or compaction of the base which the product is installed. **FIELDTURF DISCLAIMS ALL WARRANTIES AS TO THE BASE, EXPRESS OR IMPLIED, AND ANY AND ALL RESULTING DAMAGE TO THE PRODUCT ARISING THEREFROM.**
7. Damage resulting from the use of improper footwear such as long-spiked track shoes, regular and repeated use of steel cleats, and flat-soled shoes. Standard molded soccer or football cleats are recommended.

All synthetic turf is subject to normal wear and tear, which does not constitute a manufacturing defect and is not covered by this Warranty. In addition to the other factors listed in this Warranty and without limitation, the extent of the wear and tear depends on the construction of synthetic turf (fiber face weight, stitch rate, fiber pile height and gauge, infill components and maintenance of the field) and the intensity of use of the synthetic turf. The Product will be stable to light fading with the maximum fading of the Product during the Warranty period not to exceed fifteen percent (15%) of color loss annually based upon an acceptable grey scale. This Warranty does not cover slight variations or gradations of color within the Product and/or face distortion. Normal behavior of the fiber and infill with respect to the wear pattern of a field is more fully explained in the "Field Settling" document, provided in the FieldTurf After-Sales Service Package.

FieldTurf disclaims all liability for incidental and consequential damages for breach of any express or implied warranty, including any implied warranty of merchantability, with respect to the Product. In the event that the Product be used for purposes other than the sporting activities provided herein or for any other uses for which FieldTurf has provided its written authorization, FieldTurf shall not be responsible for damages resulting therefrom and, therefore, this Warranty, as well as any and all applicable legal warranties, shall become **null and void** as Purchaser understands that FieldTurf has tested the Product for use in connection with the said sporting activities and/or uses, and that it may not have tested the Product for other such uses. Any Product repairs or replacements performed under the terms of this Warranty shall not extend the term of this Warranty.

Name of Purchaser:

Date of Completion:

Location:

Address:

State:

Tel:

Signature:

Date:

Sporting Activities:

Installed by:

City:

Zip:

Fax/email:

Name :

Reference:

Multi-Sport Use

FieldTurf USA, Inc.

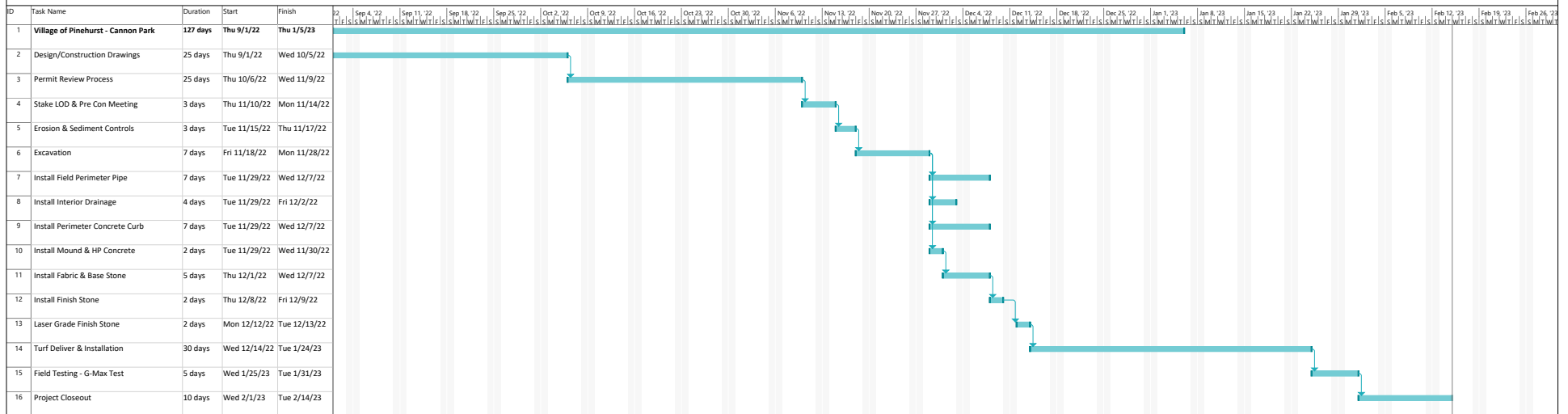
Disclaimer. The information in this document is subject to change without notice and should not be construed as a commitment by FieldTurf USA, Inc. FieldTurf assumes no responsibility for any errors that may appear in this document.

This warranty is insured by a third party.

For more information please contact Customer Service at FieldTurf at the number listed below.
7445 Côte-de-Liesse Road Suite 200, Montreal, QC, Canada H4T 1G2 • Toll Free: 1-800-724-2969 •



FieldTurf USA, Inc. Proposed Construction Schedule
VILLAGE OF PINEHURST - CANNON PARK





FieldTurf®
A Tarkett Sports Company

Genius

THE WORLD'S FIRST SMART SPORTS FIELD



Genius

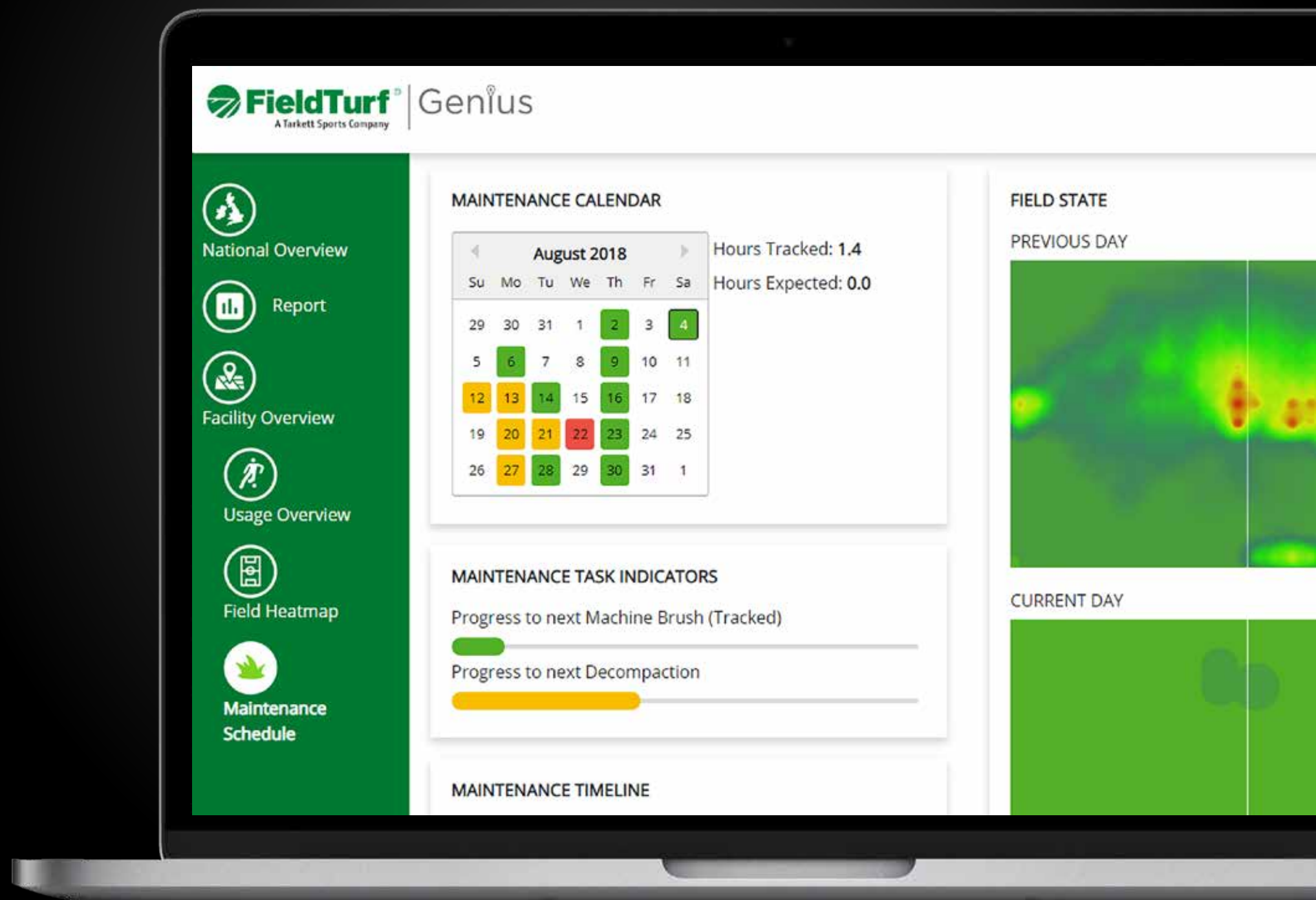
Imagine a sports field that could automatically track the number of athletes playing, hours of use and send maintenance alerts when needed. Imagine that it could then deliver in-depth reporting on executed maintenance and usage, allowing you to optimize scheduling, utilization and care.

THE FUTURE HAS ARRIVED. INTRODUCING FIELDTURF GENIUS, POWERED BY INTELLIGENT PLAY.

The world's first smart sports field.

- ▶ **EASY MAINTENANCE MANAGEMENT & SCHEDULING**
- ▶ **OPTIMIZED FACILITY USAGE**
- ▶ **HELPS IMPROVE PERFORMANCE, SAFETY & LONGEVITY**
- ▶ **IN-DEPTH RECORD MANAGEMENT**

YOUR FIELD IS ONE TOUCH AWAY



GAME-CHANGING TECHNOLOGY TO CONNECT WITH YOUR FIELD



FIELD LONGEVITY

An intelligently maintained surface can significantly contribute to extended product life. Prolonged usage allows for a greater return on investment.



SAFETY & PERFORMANCE

A properly maintained surface allows for more consistent planarity and proper infill levels, which can contribute to improved player safety and performance.



EASY MAINTENANCE

The automated maintenance alerts and live dashboard eliminate forms and human input. The system does the planning and enables you to track and monitor service, all from your desk.



INCREASED REVENUE

The advanced reporting allows you to track usage, optimize field scheduling, increase the possibility of rentals and improves facility management.



LIVE MONITORING

FieldTurf Genius allows you to have eyes on your field at all times. Know when, where, how long and how many athletes are using your field.



TAKE FIELD MANAGEMENT TO THE NEXT LEVEL

“

I truly believe Genius will help with performance and safety. One of the biggest things is making sure we're consistent across the entire surface from one corner to the other, from one sideline to the other. I would definitely recommend Genius for anyone that wants to take field management to the next level. It's exactly what you need."

NICK PAPPAS
HEAD GROUNDSKEEPER
MERCEDES-BENZ STADIUM



HOW DOES IT WORK?

THE SENSORS

Two sensors are mounted to the facility lights or stadium press box and automatically process and convert the recordings into anonymous data for analysis. Through advanced computer vision and deep learning algorithms, live field participation is translated into tangible data.

THE MONITORING

The system monitors all on-field activity and translates it into Equivalent Usage Hours (EUH)

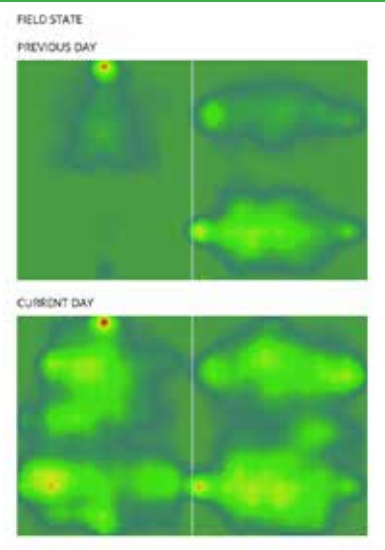
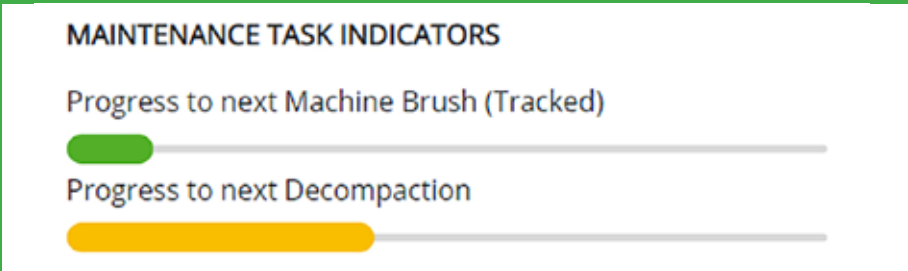
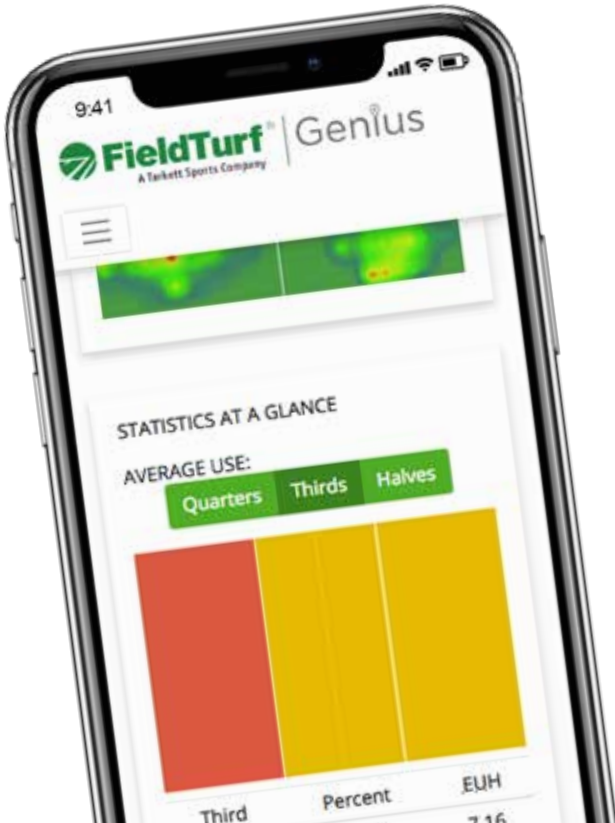
22 PLAYERS PLAYING FOR 1 HOUR = 1 EUH
11 PLAYERS PLAYING FOR 1 HOUR = 0.5 EUH

By determining a quantifiable usage amount, proper maintenance and usage recommendations can be made. Live monitoring allows for accurate recommendations.

THE MAINTENANCE ALERTS

When your field reaches certain milestones, a maintenance alert is issued indicating the needed service: brushing, aerating, raking or sweeping. After the maintenance is completed, an updated heatmap allows you to track the efficiency of the session. A calendar and tracker help your team plan and ensure your field receives the proper care based on its true usage.

NO MORE FORMS.
NO HUMAN INPUT.



MAINTENANCE HUB

Using the live heatmap, you can easily identify areas of high use to help properly maintain and care for your surface.

USAGE HUB

Quickly access and sort field usage by quarters, thirds or halves to help balance utilization.

THE DASHBOARD

Using the online dashboard, advanced facility reporting is at your fingertips. Easily access field usage history, trends, planned and executed maintenance sessions and detailed heatmaps. Manage and compare multiple facilities using one platform from any device, from any location.



ADVANCED FACILITY REPORTING

Generate advanced reports integrating weekly or monthly averages and custom date ranges to gain in-depth knowledge on your facility. The tool can help identify areas for additional rental and aid justify investment.

“

When we first heard of FieldTurf Genius, we were amazed! The system has already greatly simplified and modernized our maintenance efforts. I can track how and when my facility is used and maintained right from my office. We're excited by how this technology can enhance our efforts to protect and utilize our field.”

JASPER E. JEWELL, CMAA
DIRECTOR OF ATHLETICS,
ATLANTA PUBLIC SCHOOLS



LET'S GET STARTED WITH OUR MOST FREQUENT QUESTIONS

► DOES FIELDTURF GENIUS USE FACIAL RECOGNITION TECHNOLOGY?

NO. Our sensors record in low-resolution from far and elevated positions making facial recognition impossible. The recordings are automatically processed and converted into anonymous data, then discarded.

► CAN I USE FIELDTURF GENIUS AS A SECURITY CAMERA?

NO. BUT IT CAN ALERT YOU. Our sensors record in low-resolution from far and elevated positions, making facial recognition impossible. An alert can be programmed to advise you of off-hour usage to help protect from unauthorized use and vandalism.

► CAN FIELDTURF GENIUS BE INSTALLED ON EVERY FIELD?

YES. Pending the approval of the site suitability assessment, the system is easily installed. FieldTurf Genius requires only a low voltage power supply and two mount points (one per sensor), typically on the facility lights or stadium press box. Installation is normally completed in less than a day.

► HOW IS THE DATA TRANSFERRED / COMMUNICATED?

The system is connected to the network via a 3G/4G connection, which updates remotely for the life of the unit. In cases where 3G/4G connectivity is an issue, a WIFI connection can be established to run the unit.

FieldTurf® | Genius Technology installed at:



POWERED BY

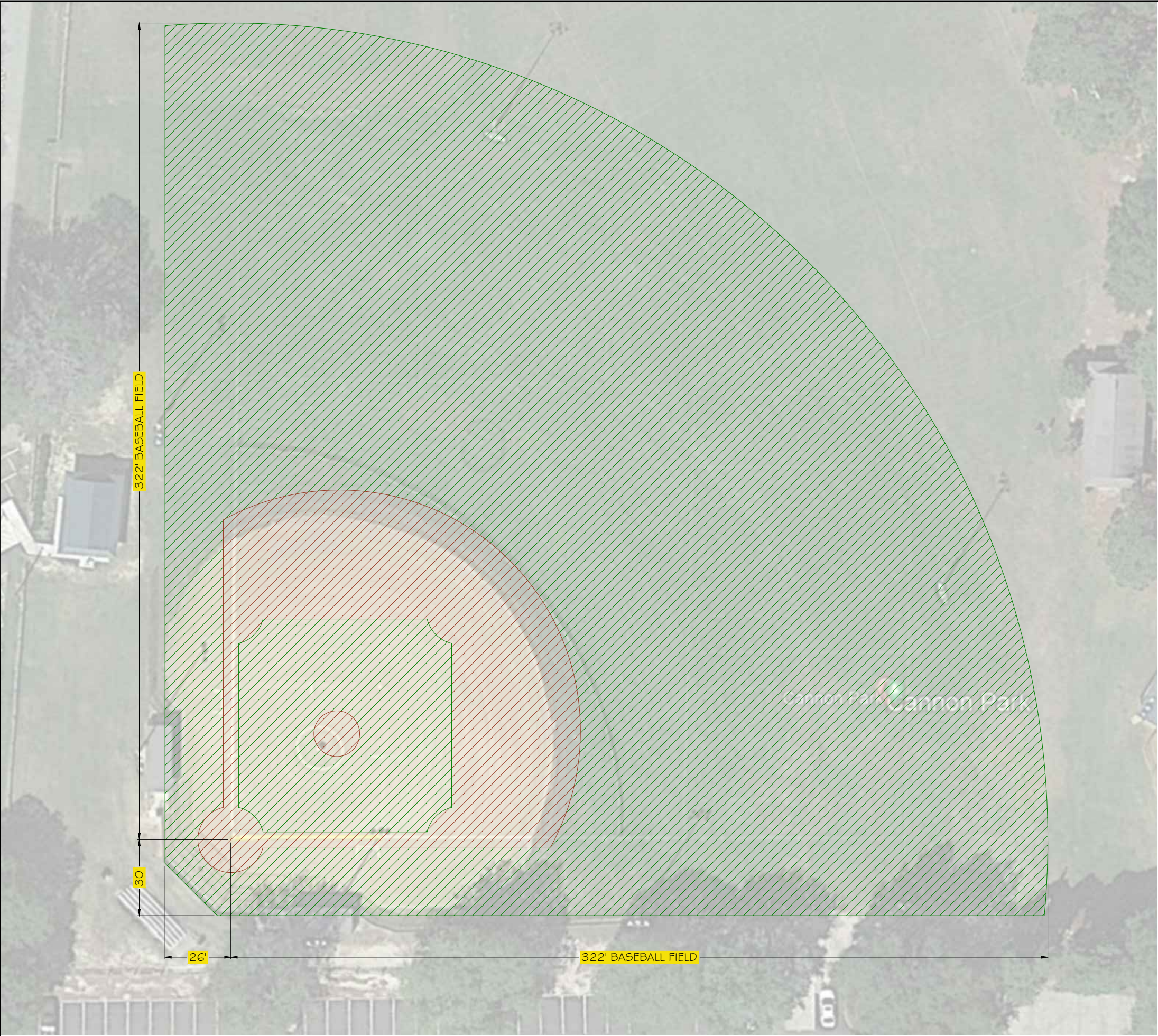


Intelligent Play.

THE TARKETT SPORTS FAMILY – LEADERS IN SPORTS SURFACING

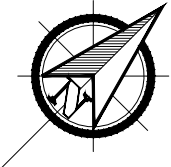


800-724-2969 | info@fieldturf.com | fieldturf.com



CONCEPTUAL DRAWINGS ONLY: DRAWINGS ARE INTENDED ONLY TO BE A GRAPHIC RENDERING FOR PURPOSES OF PRELIMINARY PRESENTATION;
ALL DISTANCES AND MEASUREMENTS ARE APPROXIMATE IN NATURE AND SUBJECT TO FIELD VERIFICATION.

FIELDTURF CLASSIC SLIT FILM 2" / FTHD-2



LEGEND:

RUST FIELDTURF
11,301 sq. ft.

FIELD GREEN FIELDTURF
88,708 sq. ft.

TOTAL FIELDTURF
100,009 sq. ft.

CANNON PARK
VILLAGE OF PINEHURST
PINEHURST, NC

DATE: DECEMBER 06, 2021

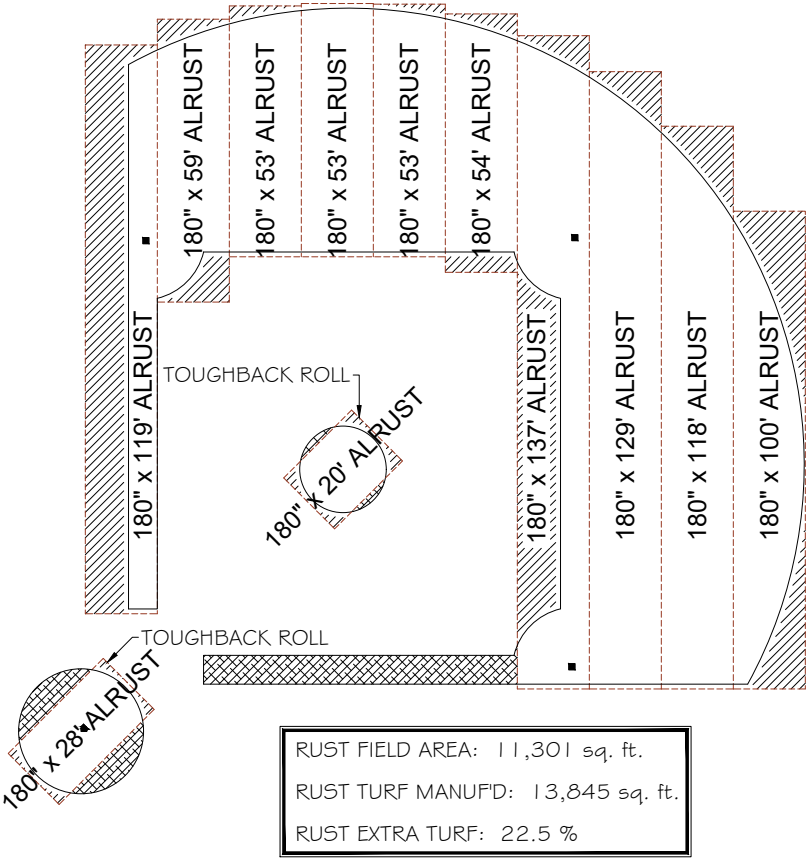
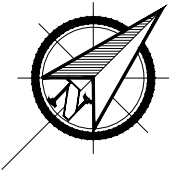
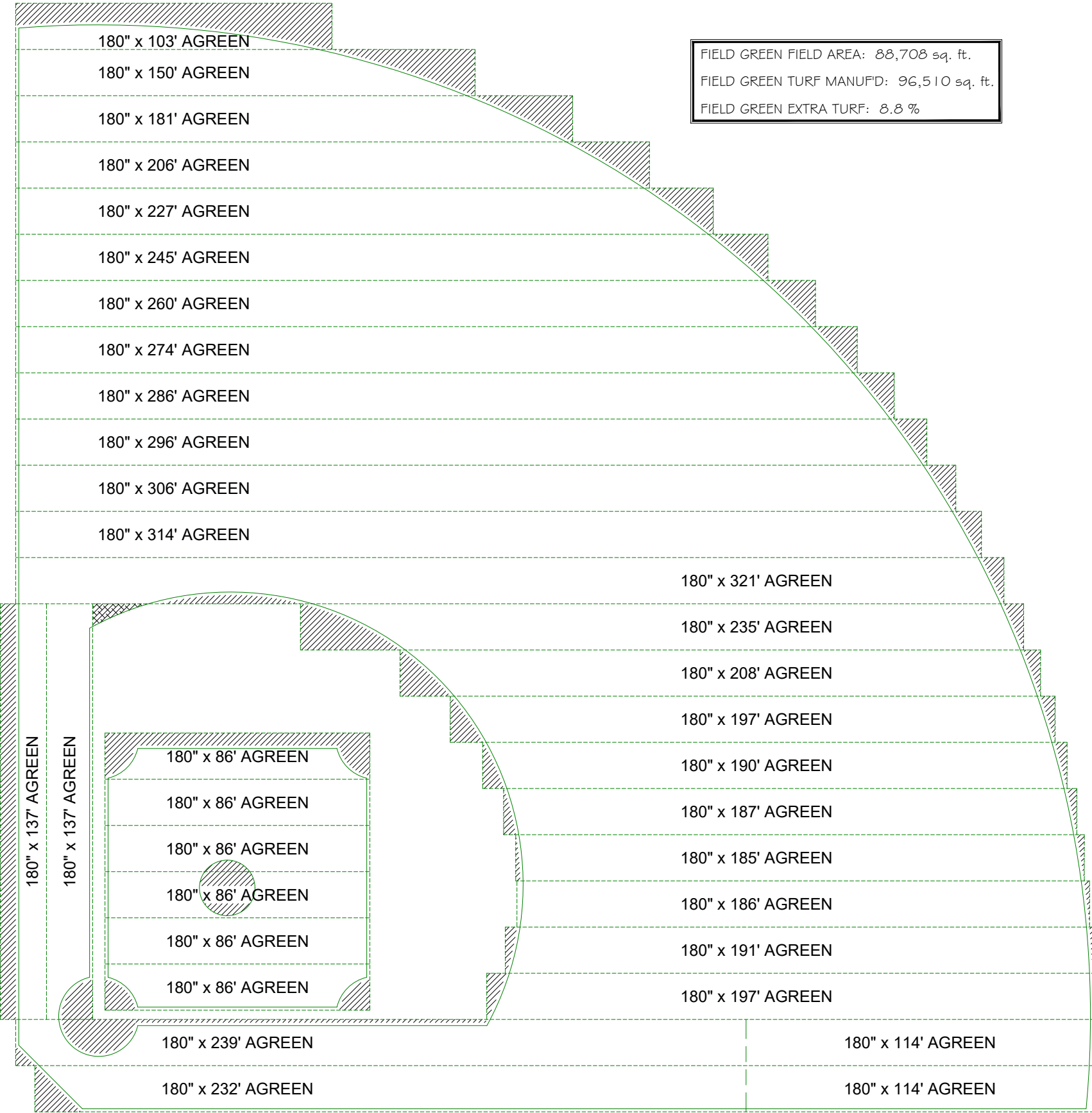
SHEET: 1/2 SQUARE FOOTAGE

 **FieldTurf**
A Tarkett Sports Company

DRAWN BY:	P. B.
CHECKED BY:	J. B.
SCALE:	1"=40'
TOTAL FIELD AREA:	100,009 sq. ft.
PERIMETER:	1248 ft.

Scale is only accurate when this drawing is printed on 11" X 17" paper.

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CANNON PARK
VILLAGE OF PINEHURST
PINEHURST, NC

DRAWN BY:	P. B.
CHECKED BY:	J. B.
SCALE:	1"=40'
TOTAL FIELD AREA:	100,009 sq. ft.
TOTAL TURF MANUF'D:	110,355 sq. ft.
TOTAL EXTRA TURF:	10.3 %