



4800 Ashford Dunwoody Road  
 Dunwoody, Georgia 30338  
 dunwoodyga.gov | 678.382.6700

## MEMORANDUM

**To:** Mayor and City Council

**From:** Michael Smith, Public Works Director

**Date:** April 29, 2024

**Subject:** **Approval of a Design Contract with Practical Design Partners for Phase II of the Winters Chapel Path**

### **ACTION**

Authorize the Mayor, City Manager, or designee to execute all documents necessary and proper for a contract with Practical Design Partners, LLC (PDP) not to exceed \$415,000, including a 5% contingency, to complete the conceptual design for the Winters Chapel Path Phase 2.

### **SUMMARY**

The Atlanta Regional Commission has committed \$1,500,000 for construction of the second phase of the Winters Chapel Path between Charmant Place and Peeler Road. The city currently has allocated \$480,000 in local SPLOST funds for the design phase. PDP has submitted a fee of \$393,640 for the concept design phase which will consist of concept plans, environmental assessments, public outreach, and traffic analysis, including a full evaluation of the Sumac Road intersection. The recommended contract limit of \$415,000 includes a 5% design contingency. Any unused funds from this phase will be applied to the final design phase. The project will follow the federal requirements for plan development with construction projected for 2028.

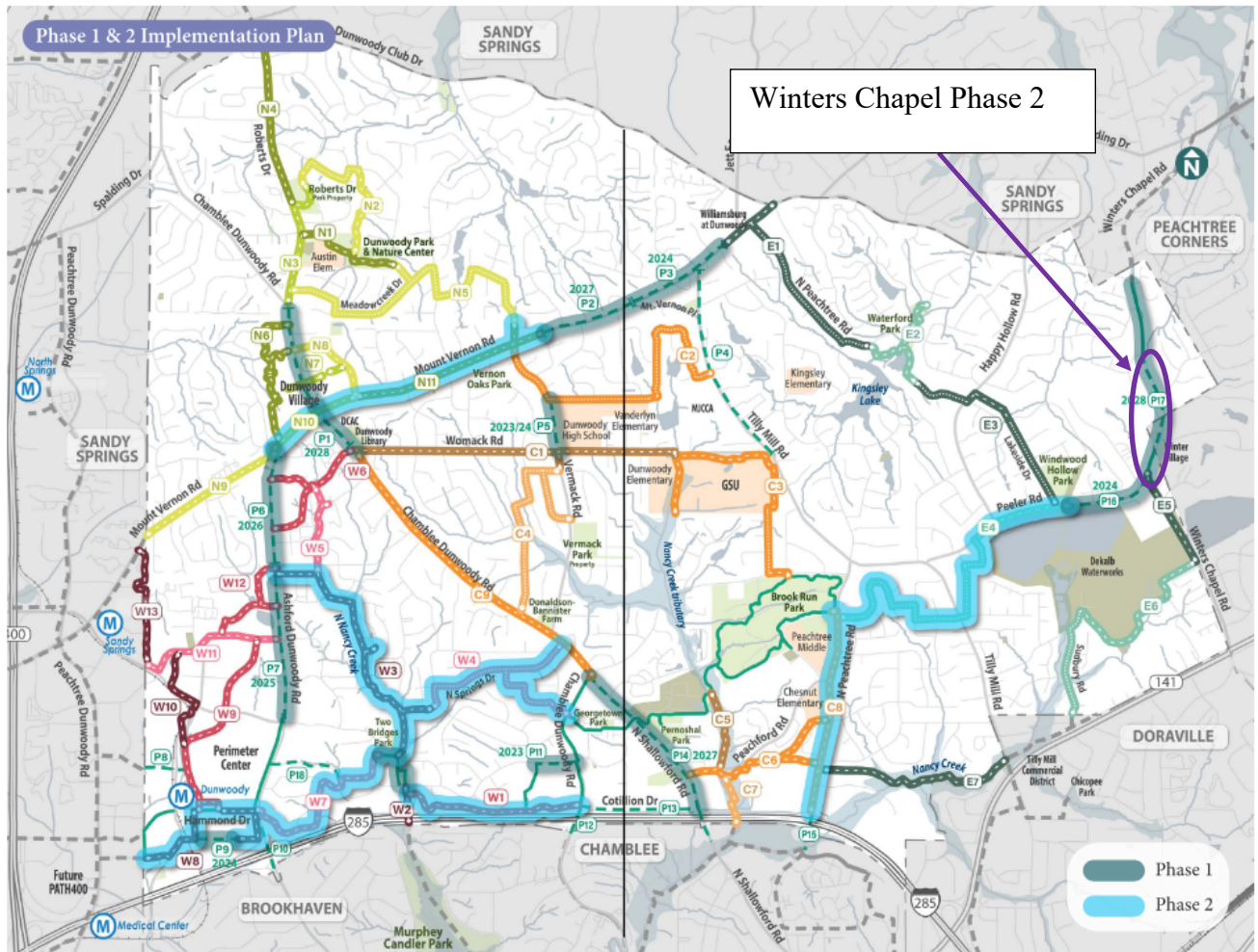
### **DETAILS**

The Winters Chapel Path project was first identified in the Winters Chapel Road Area Study adopted by Dunwoody and Peachtree Corners in 2015. The project is also identified in the Dunwoody Trail Master Plan as P17. In 2023, Dunwoody completed the first phase of the path on the west side of Winters Chapel between Dunwoody Club Drive and Charmant Place. The second phase will continue the path on the west side of the road southward from Charmant Place into Peachtree Corners and then back into Dunwoody ending at Peeler Road.

The city advertised a Request for Qualifications ([RFQ 23-07](#)) to complete the plan development process required for federally funded projects. Seven firms submitted qualifications that were responsive to the RFQ and the three firms rated highest for qualifications were asked to submit technical proposals. Based on an evaluation of the qualifications and technical proposals, Practical Design Partners was rated as the most qualified firm to enter contract negotiations in accordance with the Georgia Department of Transportation's procurement policy.

**RECOMMENDED ACTION**

Authorize the Mayor, City Manager, or designee to execute all documents necessary and proper for a contract with Practical Design Partners, LLC (PDP) not to exceed \$415,000, including a 5% contingency, to complete the conceptual design for the Winters Chapel Path Phase 2.



**Project Location Map**

City of Dunwoody  
COST PROPOSAL

Proj. No.: 0019791  
 PI No.: 0019791  
 Prime: PDP  
 Date: 6-Feb-2024  
 Project: Winters Chapel fm Charmant PI to Peeler Road - Phase II  
 County: DeKalb  
 Contract Type: Cost Plus Fixed Fee  
 Fixed Fee %: 10%  
 Master Contract: contract number  
 Contract Expiration: TBD  
 Task Order No: n/a

Include a column for each discipline tab included in the proposal.  
 Ensure formulas link to the corresponding discipline tab.

Cost Summary																
By Phase / Discipline / Firm																
Phase	Phase Description	Total Fee	v Formula Pulls Firm Name from each Discipline Tab													
			PDP	PDP	PDP	Pond and Company	Pond and Company	VHB	N/A	KCI	KCI	KCI	VHB	KCI		
	Enter discipline provided by firm >>		Project Management	Roadway Design	Design Support	Landscaping	Traffic Operations	Environmental	Environmental	Survey	Aerial Mapping	Utilities Investigation (SUE)	Geotech	Lighting		
Totals		\$ 393,640.35	\$ 32,711.55	\$ 81,405.32	\$ 5,002.81	\$ 6,536.66	\$ 82,108.50	\$ 144,295.57	\$ -	\$ -	\$ -	\$ 32,489.94	\$ 6,588.32	\$ 2,501.68	\$ -	\$ -
1	Concept Development	\$ 280,024.56	\$ 20,795.19	\$ 65,390.78	\$ 5,002.81	\$ 2,017.69	\$ 81,573.81	\$ 102,742.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,501.68		
2	Database Preparation	\$ 35,726.71	\$ 2,102.89	\$ 1,133.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,489.94	\$ -	\$ -		
3	Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
4	Preliminary Plans	\$ 6,588.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,588.32	\$ -		
5	Right of Way Plans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
6	Final Plans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
7	Construction Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
8	Special Studies	\$ 6,156.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,156.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
9	Public Involvement	\$ 65,143.80	\$ 9,813.47	\$ 14,880.66	\$ -	\$ 4,518.97	\$ 534.69	\$ 35,396.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Fixed Fee	\$ 33,463.17	\$ 2,973.26	\$ 6,943.26	\$ 454.72	\$ 591.99	\$ 6,133.22	\$ 12,623.33	\$ -	\$ -	\$ -	\$ 2,949.75	\$ 566.51	\$ 227.13		

DBE (Yes or No)	PM1	Rd1	DS1	Br1	Trf1	Env1	Env2	Srv1	Map1	SUE1	OMT1	Lt1
DBE Participation	\$ 119,119.68	\$ 32,711.55	\$ 81,405.32	\$ 5,002.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DBE %	30.3%	8.3%	20.7%	1.3%								
Contract DBE Goal %	15.0%											

Hours Summary																
By Phase / Firm																
Phase	Phase Description	Total Hours	v Formula Pulls Firm Name from each Discipline Tab													
			PDP	PDP	PDP	Pond and Company	Pond and Company	VHB	N/A	KCI	KCI	KCI	VHB	KCI		
			Project Management	Roadway Design	Design Support	Landscaping	Traffic Operations	Environmental	Environmental	Survey	Aerial Mapping	Utilities Investigation (SUE)	Geotech	Lighting		
Totals		2,441	140	478	30	50	406	962	-	-	-	302	57	16	-	-
1	Concept Development	1,702	89	379	30	12	402	774						16		
2	Database Preparation	318	9	7	-	-	-	-				302	-	-		
3	Environmental Document	-	-	-	-	-	-	-				-	-	-		
4	Preliminary Plans	57	-	-	-	-	-	-				-	57	-		
5	Right of Way Plans	-	-	-	-	-	-	-				-	-	-		
6	Final Plans	-	-	-	-	-	-	-				-	-	-		
7	Construction Services	-	-	-	-	-	-	-				-	-	-		
8	Special Studies	35	-	-	-	-	-	35				-	-	-		
9	Public Involvement	329	42	92	-	38	4	153				-	-	-		