



Statement of Qualifications

# Professional Engineering Consultant Services for NRH<sub>2</sub>O Kiddie Area Renovation Project

RFQ #24-003 | November 21, 2023

PREPARED FOR

**City of North  
Richland Hills**

PREPARED BY

**Kimley»Horn**  
Expect More. Experience Better.



# 1. Cover Letter

November 21, 2023

## Parks and Recreation Department

City of North Richland Hills

4301 City Point Drive

North Richland Hills, TX 76180

## RE: RFQ #24-003 | NRH20 KIDDIE AREA RENOVATION PROJECT

### Dear Selection Committee Members:

The City of North Richland Hills NRH20 Family Water Park's Kiddie Area has served its purpose well, and it is time for an exciting transformation. Kimley-Horn is eager to bring a fresh, fun, inclusive, energy-efficient attraction to the area. We are committed to this project and providing the City of North Richland Hills with new slides, spray features, inviting pools, and enhancing the overall landscape and irrigation. On behalf of the Kimley-Horn team, we would like to express our interest in this project and our ability to provide the required services.

Our team offers the City of North Richland Hills several advantages:



**Local Presence.** Our local Fort Worth Office has the capacity to meet your needs in close proximity to your park. Only 13 miles from NRH20, we offer you the individual, personal service that you would expect from a local firm with the manpower and technical resources of a nationally ranked firm. Our team specializes in outdoor aquatic facility design and has previously worked on projects at NRH20, which will help make this project a success for the City of North Richland Hills.



**Proven Success.** You gain peace of mind with a team that specializes in municipal water parks and has successfully completed more nationally recognized projects (public consensus-building to completion) together than any other team. We know what to expect from each other. This allows us the capability to communicate effectively and efficiently, allowing us to meet compressed schedules.



**Save Time and Money.** Not only do you get a world-class design team with a proven track record of successful collaboration, but you also get a full project team who knows what to expect from each other and how to complete this project successfully and on time. Our years of collaboration on numerous similar projects translates into cost and schedule savings for the City. We also complete five to ten construction documents for outdoor water parks each year nationwide, keeping us up-to-date with costs and bidding trends.

During the past 20 years, our team has completed planning and construction documents on more than 50 similar municipal water park projects, including recent projects in Baytown, Round Rock, and Canyon. The Kimley-Horn team has the technical knowledge, creativity, and staff availability to plan, gain consensus from the public and decision makers, and design this water attraction successfully. Kimley-Horn maintains sufficient availability, personnel, and equipment resources to complete all phases of this project.

Please accept this statement of qualifications as our sincere expression in serving you on this exciting project. If you have any questions, contact me at **817.339.2280** or [katherine.utecht@kimley-horn.com](mailto:katherine.utecht@kimley-horn.com).

Sincerely,

**Kimley-Horn and Associates, Inc.**

**Katherine Utecht, PLA, L.I.** | PROJECT MANAGER

**Aaron Rader, P.E.** | AUTHORIZED SIGNER/PRINCIPAL

**Kimley»Horn**

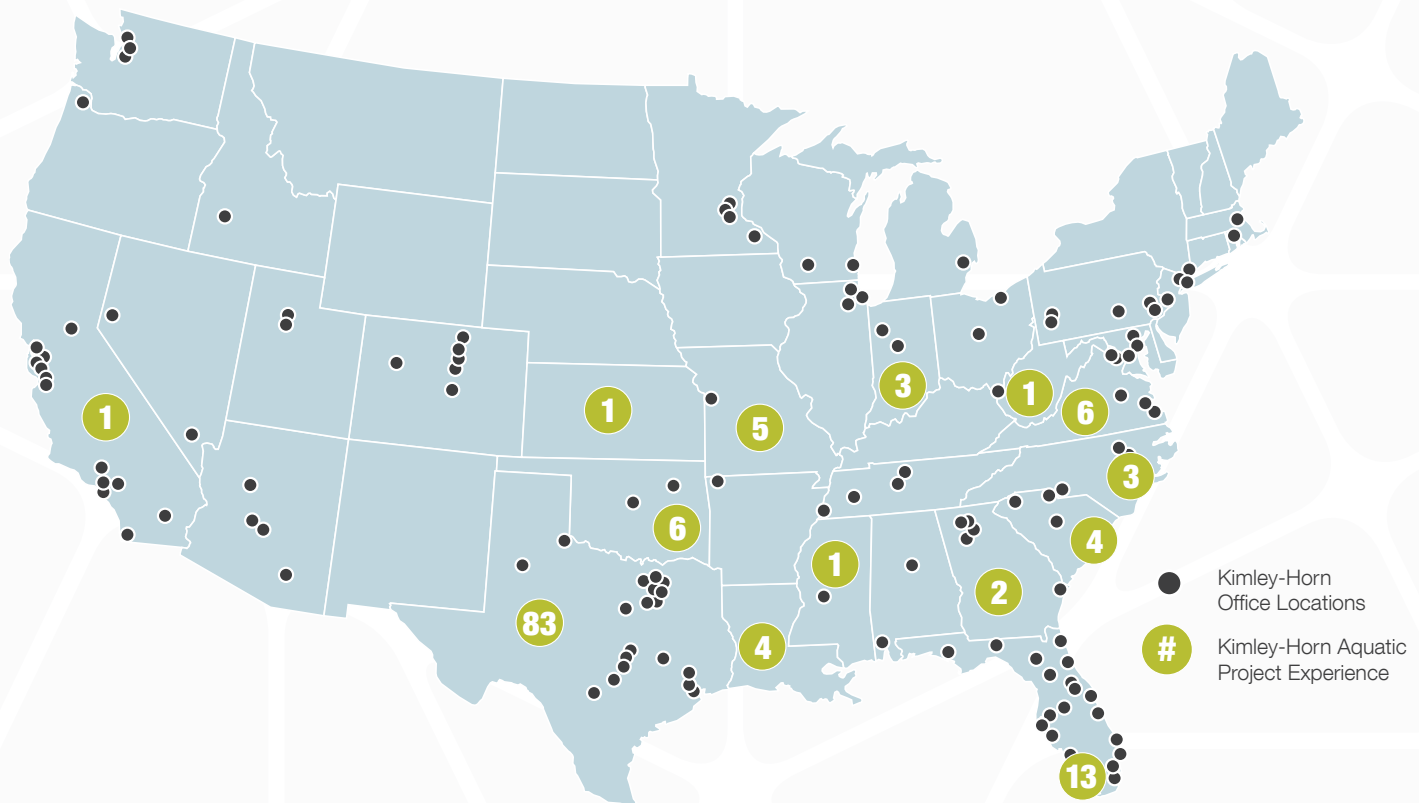


## 2. Proposed Team's Background and Philosophy

### KIMLEY-HORN

Kimley-Horn is a full-service consulting firm that provides a broad range of engineering, planning, and landscape architecture services to both public and private sector clients. Founded in January 1967, the firm is a privately held corporation, fully owned by individuals who are current employees of the firm. Kimley-Horn has over 7,300 employees in 118 offices across the U.S., divided into eight geographic regions—Texas, Atlantic, Midwest, Florida, Southeast, Carolinas, Mountain, and California. Each region is managed by a regional team that provides production, business, marketing, and practice support. The Texas region has 22 offices, including our eight local Dallas-Fort Worth Metroplex offices, which will be assisted by our South Austin office on the work for your project.

Kimley-Horn has extensive in-house resources to serve the City of North Richland Hills on this contract, including a dedicated aquatic design team in Austin that has completed similar projects across Texas. Our key personnel have the practical experience to deliver successful results and are ready to demonstrate their commitment to the City of North Richland Hills.



### KIMLEY-HORN'S DESIGN PHILOSOPHY

We understand waterparks, aquatic facilities, and what features work best for both. Our long history in municipal aquatic facility design shapes a design philosophy built around balancing current aquatic trends with sustainability. Our team understands how to design for operational and construction efficiency, which saves the municipality money in the short and long-term.

By working with City staff and incorporating our expertise and the work plan described later on, we will prepare plans and specifications—providing turnkey planning and design services from the initial planning meeting through design, bidding, and construction phase to opening day at the newly envisioned water attraction.



## COUNSILMAN-HUNSAKER

Counsillman-Hunsaker has 50 years of experience, and they have designed more than 1,500 pools, and completed hundreds of facility audits and feasibility studies for new or existing facilities. Counsilman-Hunsaker was founded in 1970 as a collaboration between a world-famous swimming coach (“Doc” Counsilman) and one of his former athletes (Joe Hunsaker). Their staff of registered architects and engineers offers a range of valuable skills when developing a comprehensive interactive facility. They have managed numerous park and recreation systems and facility venues, including recreation centers, aquatic centers, indoor/outdoor tennis courts, ice rinks, golf courses, food and beverage facilities, and tourism-focused athletic complexes. Counsilman-Hunsaker has completed more than 100 aquatic planning and design projects with Kimley-Horn over the past 20 years.

## THE CORE GROUP (TCG)

The Core Group (TCG), owned by Trent Cragin, has more than 35 years of specialized structural engineering experience for a variety of municipal, educational, and commercial clients. The firm has provided structural design services for multiple municipal and commercial aquatic projects and water parks throughout the United States for Kimley-Horn. TCG is one of the most experienced structural design firms for pools, water play features, and waterslides in the United States.

## ENGINEERING ASSOCIATES (EAI)

Engineering Associates (EAI) was established in 2004 and is owned and operated by Jim Weathers and Jim Dallas. The combined staff of EAI offers more than 45 years of experience in the field of mechanical and electrical design for parks and aquatic facilities. EAI is committed to providing superior service in the electrical, mechanical, and plumbing construction industries. Jim Dallas and Jim Weathers have more than 20 years of experience working with Kimley-Horn on aquatic projects.





## TEAMS WORKING RELATIONSHIP ON PREVIOUS SIMILAR PROJECTS

| Project  | Roles and Responsibilities   | Track Record   |
|--|--|--|
| <b>Pirates Bay Municipal Water Park Expansion and Aqualoop (Baytown, TX)</b> | <ul style="list-style-type: none"><li>◆ Kimley-Horn: Project Management, Landscape Architecture, Civil Engineering</li><li>◆ Counsilman-Hunsaker: Pool Mechanical Design</li><li>◆ EAI: MEP Engineering</li><li>◆ TCG: Structural Design</li></ul> | <ul style="list-style-type: none"><li>✓ Met Deadline</li><li>✓ Within Budget</li></ul> |
| <b>Wapelhorst and Blanchette Municipal Water Works (St. Charles, MO)</b>     | <ul style="list-style-type: none"><li>◆ Kimley-Horn: Project Management, Landscape Architecture, Civil Engineering</li><li>◆ Counsilman-Hunsaker: Pool Mechanical Design</li><li>◆ EAI: MEP Engineering</li><li>◆ TCG: Structural Design</li></ul> | <ul style="list-style-type: none"><li>✓ Met Deadline</li><li>✓ Within Budget</li></ul> |

## PROPOSED TEAM QUALIFICATIONS

- ✓ Project team has considerable experience in the water and amusement park industries
- ✓ Project team with experience evaluating and selecting water park attractions
- ✓ Available team resources to complete the project in a timely and cost-effective manner
- ✓ Demonstration of past performance through professional references
- ✓ Qualified and capable team to execute 100% of the requirements as set forth in the RFQ



### 3. List of Similar Projects



#### Bahama Beach Municipal Water Park | Dallas, TX



Winner of *Aquatics International's* 2007 Dream Design Award

The City of Dallas selected a design-build team consisting of AUI Contractors and Kimley-Horn to design-build a new “Hawaiian Falls”-style water park valued at \$5M. Kimley-Horn served as the lead design firm in association with Counsilman-Hunsaker to prepare construction documents for a bathhouse and operations entry complex; a children’s play lagoon with a large multi-level interactive water playground; a 300-foot-long, 15-foot-wide lazy river; two body flume water slides; family beach area; teen beach area; large slide complex with open and enclosed tube water slides and multi-lane racer slides; group picnic areas; filtration area; shade structures; and related site development, including expanded parking, utilities, seating decks, lighting, landscape, and irrigation. Kimley-Horn also developed a Caribbean theme and name for the park, including signage, tropical plantings,

murals, and artificial rockwork. In 2015, Kimley-Horn prepared a master plan to include a wave pool, and in 2018, Kimley-Horn was selected to do a \$5 million expansion to the water park with an activity lagoon, tot spray pool, and boomerango slide. The expanded water park opened to the public in May 2021.



#### NRH2O Waterpark Professor Frogstein’s “Splashtory” | North Richland Hills, TX

The City of North Richland Hills selected Kimley-Horn to provide a full range of services to design and construct a new, themed, multilevel interactive complex (MLIC) at the NRH2O waterpark and to help with vendor selection for the \$1 million play structure. The new MLIC included associated pools, pumps, a filtration area, concrete walkway paving, shade structures, landscape, irrigation, and a parking lot. Kimley-Horn served as the lead design consultant and managed the design team, coordinating topographic survey and geotechnical investigation and helping define scope and design budgets. The team developed different concepts during the project’s programming and conceptual planning phase; this work task included conducting a work session with City representatives to finalize pool features and configuration, user requirements, circulation, shade facilities, traffic patterns, deck equipment, water features, filtration, safety, and maintenance. Kimley-Horn then provided a statement of probable cost, construction documents, assistance to the City during the bidding phase, and construction phase services.



## Wapelhorst and Blanchette Municipal Water Parks | St. Charles, MO

Kimley-Horn and Counsilman-Hunsaker prepared the City of St. Charles' Aquatic Facilities Master Plan to guide programming, site selection(s), renovations, and new construction to replace their two existing outdoor water parks. The study also documented that St. Charles transitioned from an aging community to a younger, more family-focused community, requiring new state-of-the-art water parks.

The aquatic master plan documented current needs and desires of the public with respect to the future of aquatics. To determine existing levels of service and the perceived needs of various user groups in the community, the planning team conducted individual interviews and facilitated focus groups with user groups (as requested by the City). Design programs, conceptual designs, and projections of probable development costs were prepared as part of the master plan. The planning team also developed a financial impact study, which included economic and operational impacts to the Parks and Recreation Department. In 2016, the City contracted with Kimley-Horn

to prepare construction documents for two large new water parks at Wapelhorst Park and Blanchette Park with a total budget of \$16 million. Bids were received on June 6, 2017, with five bidders, four of which were under or within the estimated costs. The lowest qualified bidder was at approximately \$15.5 million, giving the City additional funds for additional park needs. Both of the \$8 million water parks opened to the public in May 2018.



## Pirates Bay Municipal Water Park | Baytown, TX



Winner of *Aquatics International's* 2011 Dream Design Award

Kimley-Horn prepared the City of Baytown's Aquatic Facilities Master Plan to guide programming, site selection(s), renovations, and new construction of aquatic facilities. The new master plan documented current needs and desires of the public with respect to the future of aquatics. To determine existing levels of service and the perceived needs of various user groups in the community, the planning team conducted individual interviews and facilitated focus groups with user groups (as requested by the City). Design programs, conceptual designs, and projections of probable development costs were prepared as part of the master plan. The planning team also developed a financial impact study, which included economic and operational impacts to the Parks and Recreation Department. In October 2007, the City contracted with Kimley-Horn to prepare construction documents

for a new large waterpark at Wayne Gray Park. Pirates Bay opened in May 2010. In October 2009, the City contracted with Kimley-Horn to do plans for another \$3.5 million pool at N.C. Foote Park, which opened in May 2011. The team then designed a \$6.7 million expansion to Pirates Bay that opened in 2014 and added an Aqualoop slide in 2017.



### Frisko Athletic Center Outdoor Addition | Frisco, TX

In 2012, the City of Frisco selected Kimley-Horn to prepare master plan alternatives and cost estimates for expanding the existing outdoor family aquatic center located at the Frisco Athletic Center. Kimley-Horn then prepared construction documents and provided bidding/construction phase services to add additional parking, a new bathhouse and separate entrance, a new themed water play structure, open and enclosed body flume slides, and a Whizzard mat racer slide.

## 4. References

### Bahama Beach Municipal Water Park | City of Dallas

Jon Behrens, City of Canyon, Assistant City Manager

301 16th Street, Canyon, TX 79015

806.655.5000 | jbehrens@canyontx.com

### Pirates Bay Municipal Water Park | City of Baytown

Scott Johnson, Retired Parks and Recreation Director

2401 Market Street, Baytown, TX 77520

832.556.9080 | scott.johnson80@comcast.net

### NRH20 Waterpark Professor Frogstein's "Splashtory" | City of North Richland Hills

Joe Pack, PLA, ASLA, Assistant Director of Parks, Town of Addison (former North Richland Hills Senior Park Planner)

16801 Westgrove Drive, Addison, TX 75001

972.450.2838 | jpack@addisontx.gov

### Wapelhorst and Blanchette Municipal Water Parks | City of St. Charles

Chris Atkinson, Assistant Director of Parks and Recreation

200 North Second Street, St. Charles, MO 63301

636.949.3372 | chris.atkinson@stcharlesparks.com

### Frisko Athletic Center Outdoor Addition | City of Frisco

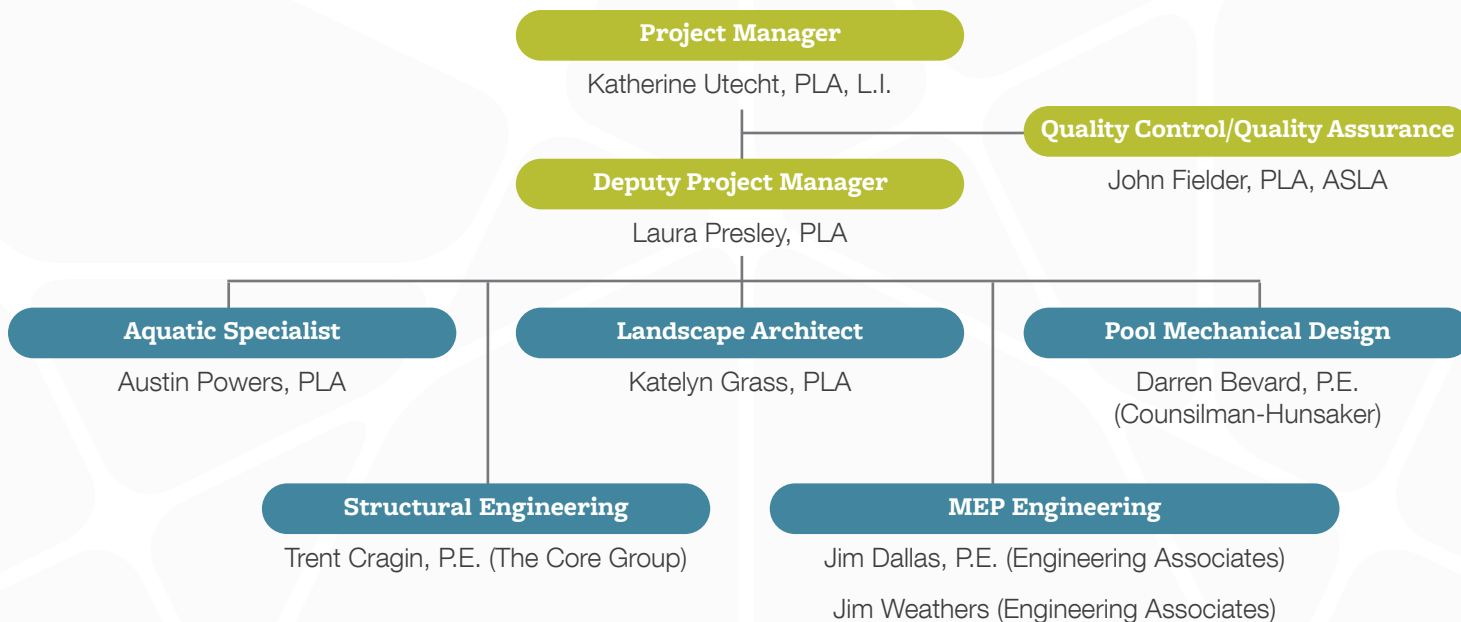
Steve Walsh, Assistant Director

6726 Walnut Street, Frisco, TX 75034

972.292.6505 | swalsh@friscotexas.gov



## 5. Specific Proposed Team Members



**Katherine Utecht, PLA | Project Manager**

**95% of Time Spent on Project**

Katherine has more than 10 years of experience in landscape architecture design, park master planning, aquatic design, and irrigation design services within several Texas and Oklahoma municipalities and private developments. Her project design experience includes community parks, neighborhood parks, regional parks, aquatic centers, splashpads, inclusive playgrounds, trails, city-wide master plans, public engagement, stakeholder engagement, parks board and city council meetings, coordination effort with multiple entities including TxDOT, bidding services, and construction administration. Hardscape design, details, and layout for courtyards; public plaza spaces; entry corridors; and sidewalk/crosswalk designs are among her project experience. Katherine's private development experience includes mixed-use, healthcare, commercial, roadway/streetscape, and industrial.

### Professional Credentials

- » Bachelor, Landscape Architecture, Texas A&M University
- » Professional Landscape Architect in Texas (No. 3318) and Oklahoma
- » Licensed Irrigator in Texas (No. 0021532)
- » American Society of Landscape Architects, Member

### Relevant Experience

- » Burleson Splash Pad, Burleson, TX
- » Citywide Aquatics Plan and Outdoor Aquatic Facilities - Overview Record, Dallas, TX
- » UT Permian Basin Park Sprayground, Odessa, TX
- » Washington Park Aquatic Center, Midland, TX
- » Wapelhorst Park and Blanchette Park Aquatic Facilities, St. Charles, MO
- » Rock'N River Expansion, Round Rock, TX
- » Eden Road Neighborhood Park, Arlington, TX
- » Meadowbrook Park Master Plan and Phase I, Arlington, TX
- » Bates Street Park, Keller, TX
- » Burleson Dog Park, Burleson, TX
- » Garland Playground Replacement Project (3 Total), Garland, TX
- » Downtown Farmers Market, Gainesville, TX
- » Guymon Soccer Complex, Guymon, OK



**Laura Presley, PLA | Deputy Project Manager**

**75% of Time Spent on Project**

With a focus on municipal work, Laura has more than five years of experience, including community park and trail design; roadway and streetscape beautification; parks and recreation master plan documentation; dog park design; spray ground design; project coordination; commercial, healthcare, and industrial development; and construction administration.

#### Professional Credentials

- » Bachelor, Landscape Architecture, Texas A&M University
- » Professional Landscape Architect in Texas (No. 3599)
- » American Society of Landscape Architects, Member

#### Relevant Experience

- » Surf and Swim, Garland, TX
- » Brick Splashpad, Burleson, TX
- » Gateway Park Master Plan, Fort Worth, TX
- » Kirtley Park Master Plan, Cleburne, TX
- » Randol Mill Inclusive Playground Conceptual Design, Arlington, TX
- » Bates Street Park, Keller, TX
- » Central Park Playground, Garland, TX
- » Eastern Hills Park Playground, Garland, TX
- » One Eleven Park Playground, Garland, TX
- » Saginaw Parks and Recreation Master Plan Update, Saginaw, TX
- » Saginaw Veterans Memorial Relocation, Saginaw, TX
- » Old Town Keller Bates Street, Keller, TX
- » Bartlett Soccer Complex, Burleson, TX
- » Saginaw Switchyard, Saginaw, TX



**John Fielder, PLA, ASLA | Quality Control/Quality Assurance**

**25% of Time Spent on Project**

John's focus is landscape architecture design and park planning, and he has served numerous municipalities throughout Texas for more than 19 years. His project experience includes aquatic center design, spraygrounds, park design, trails, recreation facilities, streetscapes, and site development.

He has well-developed written, graphic, and oral presentation skills. He has produced written correspondence with clients, negotiated various issues with clients and City officials, and has produced graphic presentations using hand and computer rendering techniques. John strives to combine sustainable principles, design experience, and local site knowledge to create impactful and manageable landscapes.

#### Professional Credentials

- » Bachelor of Landscape Architecture, Texas A&M University
- » Professional Landscape Architect in Texas (No. 2344) and Louisiana
- » American Society of Landscape Architects, Member

#### Relevant Experience

- » Pirates Bay Aquatic Facilities Master Plan, Two Family Aquatic Centers, and Aqualoop Expansion, Baytown, TX
- » Citywide Aquatic Facilities Master Plan and Nine Outdoor Aquatic Facilities, Dallas, TX
- » Crawford Park Regional Aquatic Center, Dallas, TX
- » Lake Highlands North Community Aquatic Center, Dallas, TX
- » Independence Park Aquatic Center, Baton Rouge, LA
- » Dallas Sprayground and Park Improvements, Dallas, TX
- » Butler Park Aquatic Center, North Port, FL



### Austin Powers, PLA | Aquatic Specialist

30% of Time Spent on Project

Austin is a professional landscape architect with more than 16 years of experience in water park planning and design and a comprehensive knowledge of construction document preparation, bidding, and construction administration. He has worked on a variety of design projects including aquatic high-end residential streetscape, parks, land planning, roadway improvements, and commercial development.

#### Professional Credentials

- » Master of Business Administration, University of Texas, Dallas
- » Bachelor of Landscape Architecture, Texas A&M University
- » Professional Landscape Architect in Texas (No. 2678) and Oklahoma

#### Relevant Experience

- » Rock'N River Municipal Water Park Expansion, Round Rock, TX
- » The "CAP" Water Park, Canyon, TX
- » Bahama Beach Municipal Water Park Expansion, Dallas, TX
- » Pirates Bay Municipal Water Park Phase I Expansion, Baytown, TX
- » Pirates Bay Aqualoop Expansion, Baytown, TX
- » Frisco Athletic Center Water Park Expansion, Frisco, TX
- » Wapelhorst and Blanchette Water Parks, St. Charles, MO
- » Boomtown Bay Municipal Water Park, Burkburnett, TX
- » Summit Waves Wave Pool Addition, Lee's Summit, MO
- » PH2O Municipal Water Park, Pampa, TX



### Katelyn Grass, PLA | Landscape Architect

30% of Time Spent on Project

Katelyn has seven years of experience working on municipal and private development projects, such as community park design, community event space/plaza design, streetscape improvements, trail design, bike lane design, trail and park master plan documentation, sport field/court layouts, multifamily complexes, public meetings and council meetings, construction administration, and commercial and industrial properties.

#### Professional Credentials

- » Bachelor of Landscape Architecture (Minor in Horticulture), Texas Tech University
- » Professional Landscape Architect in Texas (No. 3549)

#### Relevant Experience

- » Riverside Linear Park, Fort Worth, TX
- » Fort Worth Nature Center and Refuge Boardwalk Phase II, Fort Worth, TX
- » Rosemont Park and McLeLand Tennis Center, Fort Worth, TX
- » Overton Centre Plaza Landscape Improvements, Fort Worth, TX
- » Zips Car Wash Landscape Improvements, Hurst, TX
- » Multiple Light Industrial Sites, Fort Worth, TX
- » Cavile Place Phase II - Hughes House, Fort Worth, TX
- » Panther Island Canal B, Fort Worth, TX
- » Sagewood Multifamily, Fort Worth, TX
- » Fossil Creek Multifamily, Fort Worth, TX
- » Cowan Place Senior Living, Fort Worth, TX
- » Jack Carter Park Master Plan and Construction Documents, Plano, TX
- » Eden Road Neighborhood Park, Arlington, TX
- » Gainesville Downtown Farmers Market, Gainesville, TX
- » The Duck Pond Park, Coppell, TX



## Darren Bevard, P.E. (*Counsilman-Hunsaker*) | Pool Mechanical Design

50% of Time Spent on Project

### Professional Credentials

- » Bachelor of Science, Mechanical Engineering, University of Memphis
- » American Society of Mechanical Engineers, Member
- » Professional Engineer in Texas (No. 104309), Arkansas, Louisiana, Mississippi, Missouri, Kansas, and Oklahoma

### Relevant Experience

- » Rock'N River Municipal Water Park Expansion, Round Rock, TX
- » Wapelhorst Water Park, St. Charles, MO
- » The "CAP" Water Park, Canyon, TX
- » Plano Water Park, Plano, TX
- » PH2O Municipal Water Park, Pampa, TX
- » Meade Park Family Water Park, Charlottesville, VA

## Trent Cragin, P.E. (*The Core Group*) | Structural Engineering

25% of Time Spent on Project

### Professional Credentials

- » Master of Science, Architectural Engineering, University of Texas
- » Bachelor of Science, Architectural Engineering, University of Texas
- » Professional Engineer in Texas (No. 58466)

### Relevant Experience

- » NRH20 Pool Addition, North Richland Hills, TX
- » The "CAP" Water Park, Canyon, TX
- » Pirates Bay Municipal Water Park, Baytown, TX
- » Rock'N River Municipal Water Park Expansion, Round Rock, TX
- » Bahama Beach Municipal Water Park, Dallas, TX
- » Burkburnett Family Aquatic Center, Burkburnett, TX

## Jim Dallas, P.E. (*Engineering Associates*) | MEP Engineering

5% of Time Spent on Project

### Professional Credentials

- » Bachelor of Science, Construction Engineering, Texas Tech University
- » Professional Engineer in Texas (No. 85922)

### Relevant Experience

- » NRH20 Pool Addition, North Richland Hills, TX
- » Pirates Bay Municipal Water Park, Baytown, TX
- » Rock'N River Municipal Water Park Expansion, Round Rock, TX



## Jim Weathers (*Engineering Associates*) | MEP Engineering

20% of Time Spent on Project

### Professional Credentials

» Tarleton State University

» University of Texas, Arlington

### Relevant Experience

» NRH20 Pool Addition, North Richland Hills, TX

» Bahama Beach Municipal Water Park, Dallas, TX

» The “CAP” Water Park, Canyon, TX

» Pirates Bay Municipal Water Park, Baytown, TX

» Rock’N River Municipal Water Park Expansion, Round Rock, TX

» Wapelhorst and Blanchette Water Parks, St. Charles, MO

» Sooner Pool Expansion, Bartlesville, OK

## 6. Project Approach

### SITE DEVELOPMENT AND ENGINEERING

NRH20’s Kiddie Area Renovation is a project best led by park planners, landscape architects, and engineers. Several key site development considerations will impact the design of your new aquatic center, including:

- » Compliance with local as well as State and City requirements;
- » Using existing service connections where applicable to minimize water and sanitary sewer costs
- » Site layout and grading design techniques to minimize excavation and drainage outside the project area
- » Implementing architecture, color, shade, and element placement to create a welcoming area for all ages
- » Well-planned deck drainage and utilities
- » Adequate shade around the improvement area
- » Creating and maintaining safe pedestrian connections within the project area
- » Incorporating landscape areas to create maintainable but people-friendly spaces
- » Placing or upgrading support facilities (restrooms and concessions) closest to family and children’s areas
- » Emphasizing recreation value and ease of maintenance

Kimley-Horn is well-equipped to handle these issues with our local Fort Worth staff, architects, and engineers. Our civil engineering team will determine requirements for the design of upgrading the kiddie area, water, sewer, and storm drainage and will be readily available to work through the infrastructure requirements for the project.

### POOL AND FILTRATION DESIGN

The pool filtration design and hydraulics will be completed by Darren Bevard, P.E. of Counsilman-Hunsaker. Darren has worked on many waterparks in Texas. Counsilman-Hunsaker uses high-rate sand filters, liquid, or tablet feeder systems for chlorine specifications and nonproprietary equipment, promoting competitive bids. They are familiar with the health codes related to public swimming and follow Department of Health regulations for the State of Texas. Darren and his team will assist in evaluating the existing infrastructure and work with the City and design team to provide equipment for the proposed improvements.

### BASIC PROJECT SERVICES

Kimley-Horn will serve as the lead design consultant and design manager. Leading this task includes several activities:

- A. Review or coordinate survey and geotechnical work
- B. Assist in refining project scope, design budgets, and design team responsibilities
- C. Perform initial due diligence to determine client requirements
- D. Manage the project and direct subconsultants during the design phase
- E. Communicate regularly with client staff and team members



## TASK I – CONCEPTUAL DESIGN AND SITE PLAN

We will assist in finalizing the design program and preliminary plan, which includes:

- A. Conduct a two-day symposium, including a work session with City staff and stakeholder groups to verify the program of the kiddie pool area
- B. Prepare and present an outline design program analysis with pool and water playground configurations, user requirements and programs, adjacencies and circulation, spectator facilities, hydrostatic relief/sump system, traffic patterns, deck equipment, underwater features, pool piping and filtration options, and safety and maintenance equipment
- C. Prepare and submit a final design program analysis with schematic design drawings to reflect changes and comments determined by consensus

## TASK II – DESIGN DEVELOPMENT PHASE (50% SUBMITTAL)

We will assist in finalizing the design program and preliminary plan, which includes:

- A. Prepare design development plans and specifications for the kiddie pool area and site development
- B. Provide a statement of probable cost for the improvements and answer questions regarding estimated cost data
- C. Provide information on finishes, equipment, lighting, outlets, pool water supply/waste, structural design, and site utilities
- D. Finalize the design development package to reflect changes and comments determined by consensus at a meeting with the City
- E. Obtain any required agency approvals

## TASK III – CONSTRUCTION DOCUMENT PHASE (FINAL SUBMITTAL)

This task includes:

- A. Prepare final construction plans and specifications for the kiddie pool area and site development
- B. Provide a statement of probable cost for the improvements and answer questions regarding estimated cost data
- C. Provide information on finishes, equipment, lighting, outlets, pool water supply/waste, structural design, and site utilities
- D. Meet with project representatives to present the final construction documents and/or to review design comments
- E. Finalize the construction documents to reflect changes and comments determined by consensus at meetings with stakeholders and City staff

*Construction documents typically include three major parts:*

- » Site development plans (layout, grading, storm sewer and drainage areas, water and sanitary sewer, lighting, power distribution, erosion control, planting and irrigation, and details)
- » Pool layout, piping, and filtration plans (sections, details, equipment, pumps, filters, and chemical feed equipment)
- » Building plans (floor plans, elevations, section, details, HVAC, plumbing, electrical, food service equipment, finishes, and structural)

## TASK IV – BID PHASE SERVICES

The bidding phase will consist of the following tasks:

- A. Provide signed and sealed final bid set
- B. Finalize technical specifications to include contract requirements and bid form per City requirements
- C. Attend pre-bid conference between the consultant, City, and prospective bidders
- D. Answer bidder's inquiries during the bidding phase and, at the City's direction, furnish and issue addenda items to clarify drawings and specifications
- E. Assist the City in receiving, tabulating, and analyzing the bids
- F. Prepare bid recommendation letter and answer questions during contract preparation



## TASK V – CONSTRUCTION OBSERVATION

The team will provide the following construction phase services:

- A. Maintain communication (phone, email, in-person) for discussion of questions and issues as they arise
- B. Issue addenda to interpret or clarify the construction documents (if necessary)
- C. Attend construction meetings with City staff, stakeholder groups, the contractor, and project inspector to review progress and applications for payment; meetings should not exceed a total of two meetings per month
- D. Review contractor's submittals (shop drawings, product information, and proposed substitutions)
- E. Document meetings and change orders
- F. Respond to requests for information
- G. Complete final inspection and report on the completion of the project
- H. Review contractor-prepared record drawings and forward to the City

## QUALITY CONTROL

Key elements Kimley-Horn's approach involves our quality control/quality assurance process (QC/QA) and our formal in-house program for total quality management: Continuous Quality Improvement (CQI). Kimley-Horn, its employees, and its project teams share a commitment to providing our clients with quality, responsive service.

In an effort to assure quality in the services we provide and projects we complete, Kimley-Horn instituted a firmwide CQI program several years ago. Our CQI program is not just a means of internal quality reviews; Kimley-Horn endeavors to involve our clients in meaningful, formal, CQI tasks that have benefits extending beyond the project or task at hand. We have conducted numerous CQI tasks for projects involving state and regional agencies nationwide and continue to strive to identify areas for improvement. We work with our clients to achieve a higher level of success for the project and consultant-client relationship.

Kimley-Horn's formal QC/QA program is based upon assigning experienced, senior professionals who are otherwise qualified to manage a particular project to serve in an independent quality control role. Our depth allows us to provide such personnel, and their involvement provides the project with a fresh perspective and critical eye.

Our internal QC/QA program will include:

- » An internal kick-off meeting held with key team members assigned to the job to clearly define the scope, outline subtask responsibilities, establish schedules, and identify project milestones and goals
- » At the end of each phase, a QC/QA review will be conducted as one of several final checks to make sure the project deliverable is not only technically correct but also consistent with your objectives

Any changes or modifications required to address the comments and recommendations of the quality control team will be incorporated during the ongoing analysis, prior to submitting deliverables. We strive to provide the highest quality plan set, leaving little room for assumptions and misinterpretation. The high quality and thoroughness of our plans result in the lowest and most competitive bids. We believe that our design fees oftentimes pay for themselves through savings to our clients realized by aggressive bids.



Kimley-Horn's Quality Control and Assurance Process



## 7. Proposed Project Time Schedule

We know that meeting the project's schedule is important to the City of North Richland Hills, and you can count on us to do just that. Kimley-Horn has a proven record of performing projects on time and within budget. To assist our project managers, Kimley-Horn maintains an integrated management information system (MIS). At the onset of each project, we develop a work plan allocating man-hour commitment for each project task. Twice monthly, the MIS produces a report showing actual effort expended by task. This internal control allows us to make necessary adjustments to maintain the City's schedule and stay within budget. Having a dedicated and experienced aquatic design team and a staff of more than 1,500 in Texas and 7,300 nationwide with a wide range of expertise allows us to achieve even the most aggressive schedules.

### ABILITY TO MAINTAIN SCHEDULE

Katherine is always available to discuss your ideas, concerns, and general feedback. She will maintain consistent dialogue with the City's project manager via meetings, telephone calls, and emails. Katherine will typically hold weekly status meetings with the City's project manager to review progress and discuss critical project issues. She will follow up meetings with minutes to document discussion and action items. She will communicate with you regularly on overall project status via status reports. These reports will document work performed during the period, work expected during the next period, and any outstanding items that could impact schedule.

Kimley-Horn uses our proven, systematic project management plan, as outlined above, to help us to consistently deliver quality projects on-time and within budget and retain flexibility to meet client needs as the project evolves. Kimley-Horn intends to be involved for the duration of the project, including the design development, preparation of construction and bidding documents, and construction management phases. Our preliminary project schedule is presented below.

|  | 2023 | 2024 |     |     |     |     |     |     |     |     |     |     |     | 2025 |     |     |     |     |
|--|------|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|-----|
| Key Task Name  | Dec  | Jan  | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan  | Feb | Mar | Apr | May |
| Consultant Selection/NTP                                 |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |
| Site Inventory, Analysis, Needs Assessment               |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |
| City Staff/Stakeholder Feedback Engagement               |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |
| Task I: Conceptual Design and Site Plan                  |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |
| Review Session / Stakeholder Input                       |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |
| Final Conceptual Design                                  |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |
| Task II: Design Development Documents (50% Design)       |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |
| Task III: Construction Document Development (90% Design) |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |
| Final Construction Documents                             |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |
| Task IV: Bidding/Advertisement                           |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |
| Pre-Construction Meeting                                 |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |
| Task V: Construction                                     |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |
| Ribbon Cutting   |      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |



## 8. Conflict of Interest Questionnaire

| CONFLICT OF INTEREST QUESTIONNAIRE<br>For vendor doing business with local governmental entity   |  | FORM CIQ                    |
|--|--|-----------------------------|
| <p><b>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</b></p> <p>This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>   |  | <b>OFFICE USE ONLY</b>      |
| <b>1 Name of vendor who has a business relationship with local governmental entity.</b><br><br>Kimley-Horn and Associates, Inc.  |  | Date Received               |
| <b>2</b> <input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)   |  |                             |
| <b>3 Name of local government officer about whom the information is being disclosed.</b><br><br>N/A<br>_____<br>Name of Officer  |  |                             |
| <b>4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.</b><br><br>N/A<br><br>A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?<br><br><input type="checkbox"/> Yes <input type="checkbox"/> No<br><br>B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?<br><br><input type="checkbox"/> Yes <input type="checkbox"/> No |  |                             |
| <b>5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.</b><br><br>N/A   |  |                             |
| <b>6</b> <input type="checkbox"/> Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).   |  |                             |
| <b>7</b><br>_____<br>Signature of vendor doing business with the governmental entity   |  | 11/21/2023<br>_____<br>Date |



## CONFLICT OF INTEREST QUESTIONNAIRE

### For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

**Local Government Code § 176.001(1-a):** "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

**Local Government Code § 176.003(a)(2)(A) and (B):**

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

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- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed;
- or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

**Local Government Code § 176.006(a) and (a-1)**

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

- (1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

- (2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.