

November 25, 2024

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Glenn D. Remick, AIA, LEED AP, MCPPO  
Project Manager  
Design and Construction  
Town of Wellesley  
888 Worcester Street, Suite 370  
Wellesley, Massachusetts 02481

**Re: Morses Pond Beach Area & Bathhouse Supplemental Feasibility Study**  
**Subject: Scope and Fee Proposal**

Dear Mr. Remick:

Weston & Sampson (W&S) is pleased to submit this proposal for additional professional services to advance the Morses Pond Beach & Bathhouse Feasibility Study, dated May 7, 2024. Our understanding is that the Town desires to supplement the above listed feasibility study to address and conclude comments provided by both the Morses Pond Beach Advisory Committee and Natural Resource Committee (NRC) on October 24, 2024. We understand that we will work with the Facilities Management Department (FMD) on behalf of the NRC and Town of Wellesley to provide additional assessment, evaluation, and information to the above listed study. We propose the following scope:

**Supplemental Feasibility Study Objective:**

The goal of this assessment is to ensure through discussion, coordination, and collaboration amongst all stakeholder groups and for Weston & Sampson to confirm ADA/MAAB, code and permitting compliance can be achieved, properly budgeted, and meet the programmatic and operational needs of the Recreation Department and NRC and ensure a pleasant resident's experience. We will ensure the overall natural and aesthetic quality of Morses Pond over the anticipated project area limits will be protected to the greatest extent possible and restored and or improved when and where appropriate to do so. Weston & Sampson is to ensure that the overall site design is contextually and inherently grounded to Morses Pond's history, habitat, Town's culture, and social character. To accomplish this objective, we will perform the following tasks:

**Task 1: Proof of Concept**

- I. Weston & Sampson will coordinate and lead one (1) on-site meeting and site walk with Town representatives and discuss existing conditions, project opportunities and constraints.
- II. We will review and study up to three (3) topographic grading feasibility concepts of the overall site grading of the currently proposed design to ensure that the minimum requirements of the ADA/MAAB code are able to be met, and site accessibility is achievable.
- III. In addition, we will further evaluate, analyze, and define site circulation as it relates to the Recreation Departments operational needs and goals. Weston & Sampson will confirm with the Recreation Department, their operational goals and define site circulation as a result. Weston & Sampson will consider feasibility/constructability of the Ice House Pond foot paths, access road, and any associated environmental impacts.
- IV. We will assess and ensure the proposed bathhouse and playground are sited at the most appropriate and best location for recreational needs, NRC requirements, and the Wellesley community at large. In short, Weston & Sampson will ensure proof of concept. To do this, we will:
  - a. Perform a site grading study and evaluation as noted above in Item II.
  - b. Weston & Sampson's Geotechnical Engineers will evaluate groundwater depths at the proposed building locations with additional third-party drilling/boring contractor. We will explore subsurface conditions by advancing up to three (3) borings to depths up to 20 ft or refusal in the proposed

building areas. Additionally, up to two (2) probes for sampling, will be advanced to depths up to 25 ft or refusal. See Item c. below. We assume the borings can be completed in one (1) workday.

We will arrange for the borings to be completed by a qualified boring subcontractor. The borings will be completed using an ATV-mounted drill rig using hollow-stem augers or drive-and-wash drilling methods with split-spoon sampling conducted at two-foot intervals in fill and organic soils and five-foot intervals in native inorganic soils. Sampling intervals may be modified during the field program to limit the borings to (1) day.

We assume all boring and probe locations can be accessed by an ATV drill rig. Services shall be provided according to Prevailing Wage rates, as applicable.

The boreholes will be backfilled with soil cuttings and the drilling sites will be restored to as near to pre-drilling condition as practicable. Excess drill cuttings will be disposed of on-site. Permits, bonds, environmental services, special drilling methods, decontamination, or off-site cuttings/soil disposal are not included in the cost estimate below. Such items, if required, will result in additional costs by amendment to this scope.

The boring subcontractor will contact Dig Safe to locate below-grade utilities in public streets and easements in the project area following boring mark-out. As this service is limited to public utilities in public easements, we will need someone with knowledge of private on-site utilities to approve the proposed boring locations and mark any private utilities.

- c. In collaboration with Item IV.b above, a Weston & Sampson Licensed Site Professionals (LSP) will perform a Phase I ESA in general accordance with the United States Environmental Protection Agency (EPA) All Appropriate Inquiries (AAI) Final Rule and to satisfy the performance standards set forth in ASTM Standard Practice E1527-21 (the ASTM Standard Practice). The AAI Final Rule, which incorporates ASTM Standard Practice E1527-21, is the current standard of care for Phase I ESAs in the industry. The Phase I ESA will identify Recognized Environmental Conditions (RECs) at the Property, and evaluate the potential for a release of oil and/or hazardous materials (OHM) to the environment.
- d. We will understand the depths of groundwater to the anticipated finished floor elevation of the building. We will also coordinate with the Public Works Department to dig up to six (6) test pits for stormwater infiltration and soil evaluation by an in-house licensed soil evaluation.

*Assumption: We assume the Town can provide an excavator and operator to support the excavation of the test pits.*

- e. We will use our in-house, State of Massachusetts certified arborist and work with the Town's in-house arborist to evaluate the anticipated project area's trees, ground vegetation and habitat. The objective is to identify the tree location, size, and species including ground vegetation and the existing habitat value. We will identify the anticipated number of trees to be removed, invasive and native tree species. Weston & Sampson's landscape architects will prepare a tree and plant pallet to be considered in the future design phases of Morses Pond Beach and Bathhouse project.
- f. In alignment with Items II and IV.b above, Weston & Sampson will evaluate the potential impacts of the stormwater management that maybe required as result of the proposed project scope and program requirements. We will assess the stormwater requirements and project requirements to ensure the State of Massachusetts and Town of Wellesley stormwater goals and requirements achievable.
- g. Weston & Sampson will evaluate the potential need for a wastewater ejector or other pumping

systems if warranted as result of the conceptual grading study. We will also assess the impacts of other necessary utilities including power (electrical), water utilities.

**Task 2: Site Plan Feasibility Assessment and Approval:**

- I. During this task Weston & Sampson will identify and confirm the environmental impacts that may result because of this project. Specifically, Weston & Sampson will ensure early and appropriate coordination with the Wetlands Protection Committee, NRC, and other Town organizations as may be required. We will confirm anticipated areas of impacts because of the project, the triggers for those impacts, and appropriate mitigation and associated costs that may be considered if applicable to achieve permits in the future.
- II. We understand the Town desires to have low-impact design incorporated whenever possible. Weston & Sampson will consider, and outline construction means and methods that may avoid negative impacts to surrounding areas outside the limits of the project area and identify quality and sustainable materials to be considered to avoid long term impacts to Morses Pond.
- III. Weston & Sampson understands the NRC would like to further assess the impervious surface impacts as they relate to stormwater and preservation of natural open space as possible. We will therefore explore the potential to reduce the overall size of the combined footprint of the two buildings and uncovered patio area. We will consider the location of the uncovered patio as it relates to location and impacts to visibility from the administration building, beach access, and beach patrons.
- IV. Weston & Sampson understands the concerns about site lighting that may be considered or required as result of the possible hours of operation and programming requirements as well as local and state code requirements for lighting and safety. Weston & Sampson will perform a tabletop photometric plan study of light levels based on industry and Town standards.
- V. Lastly, Weston & Sampson will lead one (1) meeting with the NRC, Wetland Protection Committee, and other Town Departments to review the identified impacts, mitigation strategies, and outcomes that may be considered to gain conceptual acceptance to proceed with the Design Development phase of the project.

**Task 3: Building Feasibility Assessment and Approval**

- I. Weston & Sampson will meet with the Recreation Commission to evaluate the program of the bathhouse and explore the potential to reduce the square footage of specific programmed areas. We will consider the size of the men's and women's bathrooms and pertinent code requirements (MA state code CMR 10.10) of public beaches and the large storage areas. Within the administration building, we will review the gatekeeper's room and the first aid room in addition to up to three (3) alternatives.
- II. Upon meeting with the Recreation Commission, we will discuss, consider, and confirm potential for changes in the frequency, duration, days, and times of use. The objective is to confirm the existing and future programming with the Recreation Department. We will review the potential impacts to wildlife, surrounding abutters, seasons and hours of operation, potential traffic impacts.
- III. We will confirm and document potential "change in use" with the Recreation Department and if so, the ability to receive approval from NRC. Such changes may include accommodations of food trucks, potential use in spring and fall season.
- IV. Weston & Sampson will review all considerations for building materials related to, maintenance, sustainability, energy efficiencies, fire resistance, pest resistant, and climate resistant.

**Task 4: Updated Conceptual Site Plan, Building Plans, Cost Estimate, and Schedule**

- I. Concurrent to Tasks 1 through 3 listed above, Weston & Sampson will update the Conceptual Site Plan and Building Plans. Weston & Sampson will illustrate the full scope of the project to be Developed in the

next phase of Schematic Design by the Permanent Building Committee (PBC) and have NRC approval to proceed as well as the support of the Recreation Commission. Please note, the Schematic Design is under a separate proposal and not included in this scope of work.

- II. Concurrent to Tasks 1 through 3 listed above, Weston & Sampson will engage a professional cost estimator update associated buildings costs, site costs, mitigations costs, projects costs associated with construction, design and permitting and other associated soft costs. We will also review with FMD and consider appropriate contingency costs.
- III. Weston & Sampson will update the design schedule, funding milestones, and the anticipated construction schedule.

**\*Project Meetings and Schedule**

For budgeting purposes, Weston & Sampson has budgeted three (3) public meetings that may be associated with Town Boards, Commissions or designated public meetings. We will work with the FMD to determine the time and location of the public meetings.

We have also budgeted eight (8) working meetings with FMD and various stakeholders at their discretion. We assume representatives from the NRC and Recreation Department will take part in the working meetings and that separate meetings with individual departments will be required.

We understand the project schedule to be approximately 4 months from the notice to proceed.

***Supplemental Study Deliverable***

Upon conclusion of Tasks 1-4, Weston & Sampson will prepare feasibility study report that clearly and concisely memorializes the various assessments throughout and the outcomes, with the previous Morses Pond Beach and Bathhouse Feasibility Study as appendix. Specifically, the report will include:

- An updated Conceptual Site Plan and Building Plan reflecting scope of the project.
- ADA/MAAB access assessment as it relates to topographic grading and impacts at the limits of the project area.
- Assess pedestrian and vehicular circulation and extent of footpaths, driveway locations, and parking lots
- Evaluation of the bathhouse and playground location, program, square footage, operation needs, safety and code requirements, potential for changes in use in the future, utilities, materials, sustainability, construction means and methods,
- A stormwater management assessment and potential mitigation considerations, including pavement types and square footages.
- Tree, vegetation, and habitat evaluation and the potential mitigation considerations.
- Site and safety lighting assessment.
- Update the anticipated project budget as result of the additional evaluations and assessments listed herein.
- Update the design development schedule, milestone dates, and anticipated construction schedule.

**Assumptions and exclusions:**

At the time of this scope, Weston & Sampson assumed that there is no change in use of the program at Morses Pond and therefor the vehicular traffic circulation and quantities will remain the same and a traffic study is not

required at this time. Weston & Sampson will confirm through discussions that there are no anticipated changes in use as result of the assessment herein, with both the Recreation Commission and the Natural Resources Commission. Should it be determined that there is to be changes in use other than how the current schedule and program are today, the Town may consider additional studies.

It is assumed and not included in this scope, that when the project is ready for permitting, that abutters will be notified when a Notice of Intent application is submitted to the Wetlands Protection Committee. Permitting requirements will be identified as part of this scope, but all permitting efforts are not included in this feasibility assessment.

All permits, bonds, environmental services, special drilling methods, decontamination, or off-site cuttings/soil disposal are not included in this scope. Such items, if required, will result in additional fee by an amendment.

Task 1, item IV.c, Phase I ESA will not include groundwater or hazardous building materials or non-scope items such as asbestos, lead-based paint (LBP), universal waste, and/or polychlorinated biphenyls (PCBs) in building materials.

#### Fee for Scope of Services

Weston & Sampson understands that with the Town pursuing this feasibility study assessment that certain outcomes that may typically be resolved during future design phases of the project will be determined as result of this assessment and therefore we acknowledge that there are anticipated savings in future design phases that can be garnered. We anticipate design fee savings in future design phases of approximately \$70,000.00

We are committed to providing the highest level of service for the most affordable cost. We welcome the opportunity to negotiate adjustments to our scope and fee schedule in any way that serves the best interests of both parties. To complete the scope of services outlined above, we propose a lump sum fee as indicated in the chart below.

Task	Total Fee
Task 1: Proof of Concept (includes boring contractor and lab fees)	\$ 37,600
Task 2: Site Feasibility Assessment and Approval	\$ 56,000
Task 3: Building Feasibility Study Assessment and Approval	\$ 24,000
Task 4: Updated Site Plans, Building Plans, Cost Estimate, and Schedule	\$ 5,400
<b>Total Cost</b>	<b>\$123,000</b>

\*The total number of projects meetings identified above are included within the total scope and fees of Tasks 1 through 4. Additional meetings requested by the Town will be billed at a lump sum of \$2,500.00 for each additional public meetings and \$1,200.00 each additional working meeting.

Thank you for this opportunity to continue to be of service to your project team and to the Town of Wellesley.

WESTON & SAMPSON



Brandon Kunkel, RLA  
Sr. Associate | Practice Leader