



EXHIBIT “E” - FEE SCHEDULE
City of Broken Arrow Parks and Recreation Master Plan Update

Basic Services – Fee Summary

Planning services as described will be provided by Halff Associates Inc. on a lump sum basis, with an authorized maximum (Base Fee) lump sum contract fee of **\$64,850** for the Parks and Recreation Master Plan. The fee includes reimbursable expenses for base report printing, presentation boards, printing and travel related costs.

	Item #	Task	Meetings	Professional Fee	
				Base Proposal	Optional Services
PHASE ONE	1.00	Project Management/Coordination	Two (2) meetings; Half-day (1/2) day city tour	\$5,900	
	2.00	Pre-Planning	Two (2) staff conference calls (if needed)	\$4,000	
	3.00	Citizen Input (in concert with Comprehensive Plan)	Three (3) Master Plan Committee Mtgs.; Three (3) stakeholder meetings; One (1) public meeting; Three (3) staff conference calls One conference call (1) for on-line opinion survey	\$15,600	
	Reimbursable Expenses – Phase One			\$1,000	
PHASE TWO	4.00	Parks & Open Space System Plan	One (1) staff meetings; Five (5) staff conference calls; One (1) public meeting	\$22,800	
	5.00	Implementation Plan	One (1) staff meeting; One (1) staff conference call	\$7,900	
	6.00	Report Preparation and Final Plan Adoption	Four (4) meetings during approval process; Two (2) teleconferences;	\$7,150	
	Reimbursable Expenses – Phase Two			\$500	
	Subtotal – Phase 1			\$25,500	
	Subtotal – Phase 2			\$37,850	
	Base Scope of Services			\$ 63,350	
	Reimbursable Expense Allowance (Both Phases)			\$1,500	
	BASE SCOPE OF SERVICES - PARKS MASTER PLAN UPDATE			\$ 64,850	

End of Fee Schedule