



Stantec Consulting Services Inc.
7208 W. 80th Street, Suite 201, Overland Park KS 66204

March 2, 2026
File: 01 - MBD

Attention: Tom Ourada
City Manager
City of Crete, Nebraska
243 E 13th St,
Crete, NE 68333

Dear Tom,

Reference: Concept Design & Master Plan Services – Sports Complex & Adjacent Opportunities

Thank you for taking the time to discuss your exciting project. We appreciate the opportunity to collaborate with you to develop conceptual designs for the areas discussed during our Teams call. Our approach is grounded in a collaborative partnership that builds upon the foundation already established with Frank's team, while identifying new opportunities for outdoor recreation, placemaking, and potential revenue generation that support your community's long-term goals. We specialize in experience-based park and recreation design that creates memorable, authentic connections between users and place—encouraging activity, community pride, and sustained engagement.

While we are strong visionaries, we are also practical designers. Our team has worked with communities of all sizes and understands the realities associated with funding, construction, long-term maintenance, and operations. These considerations are integrated into our conceptual design process to ensure that proposed ideas are aspirational yet achievable.

Please do not hesitate to contact us if you have any questions regarding this proposal for concept design and master planning services for your sports complex and park. We have also included optional scope items for consideration, including enhanced visualization tools that may help build understanding and support for the selected concept. We would welcome the opportunity to discuss this proposal further and look forward to collaborating with you.

Regards,

Kelly VanElders, Stantec Kansas City Office

Task 1 – Concept Design

Objective

The objective of this task is to establish a clear understanding of existing site conditions, program requirements, and short- and long-term goals for the sports complex and adjacent opportunities. Based on

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this understanding, Stantec will explore conceptual site organization strategies, including bubble diagrams and circulation/flow concepts that respond to program needs and operational considerations.

Scope of Services

A. Site Discovery

- Prepare a conceptual base plan
- Review desired program elements, operational needs, storage requirements, brownfield considerations and traffic patterns
- Identify and consider adjacent opportunities such as trails, river access/launches, campsites, and other potential outdoor recreation amenities

B. Goals & Program Development

- 1) Establish high-level phasing goals and objectives for short- and long-term implementation and determine approximate spatial needs
- 2) Identify potential programming options and complementary uses that support established park goals, including relationships between uses
- 3) Develop preliminary site plan concepts
- 4) Identify desired user amenities and experience objectives
- 5) Prepare two (2) high-level conceptual plan-view alternatives for review
- 6) Conduct one (1) online Teams meeting to review initial concepts, gather feedback, and confirm direction for the master plan

Deliverables

- Summary of program elements
- Two (2) conceptual plan-view alternatives
- Supporting design visuals

Concept Design Schedule

Approximately 2–3 weeks from project kickoff.

Deliverables:

1. Program elements, plan view concepts, and design visuals.

Concept Design Schedule: 2-3 weeks from kick off.

Task 2 –Master Plan

Objective

The objective of this task is to refine the selected concept design into a cohesive conceptual master plan that reflects client feedback and establishes a clear framework for future implementation.

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Scope of Services

- 1) Prepare a scaled conceptual master plan identifying existing and future program elements, including but not limited to:
 - Athletic fields
 - Parking areas
 - Pedestrian and gathering spaces
 - Team and support areas
 - Play areas
 - Trails and paths
 - Roads and circulation
 - Support structures
 - Potential limitations due to brownfield impacts
 - Identified recreational opportunities beyond the core sports complex
- 2) Develop design visuals and/or character sketches illustrating key proposed elements
- 3) Prepare a narrative describing the design approach and guiding principles
- 4) Conduct one (1) online Teams presentation to review the draft master plan
- 5) Incorporate one (1) round of revisions based on client feedback
- 6) Prepare a final Concept Master Plan document in PDF format
- 7) Conduct one (1) final online presentation with the client

Deliverables

- 1) One (1) rendered conceptual site plan
- 2) Design visuals (photographs and/or character sketches)
- 3) Narrative describing the design approach and potential phasing strategy
- 4) Final conceptual master plan (plan view and narrative)

Master Plan Schedule

Presentation of the draft master plan approximately 2-3 weeks following approval of the preferred concept.

Base Fee for Task 1 & 2: \$20,600, lump sum.

Expenses would be in addition to the fee. Potential expenses include printing. If additional services below are requested, then mileage and meals/incidentals will be added.

Optional Concept / Master Plan Scope Items

1. **Site Visit** – City of Crete. An on-site visit provides valuable insight into existing conditions and opportunities. Includes a two-hour meeting and site tour with Kelly VanElders and potentially additional Stantec team members. Fee: \$3,450 (includes drive time for 1–2 staff from the Kansas City area)

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2. **Public Engagement.** PE can be a broad range of options from a single 1–2-hour meeting with just stakeholders to an entire multi-meeting, online process. If desired, we will discuss what is appropriate and provide a scope reflecting the services to accommodate the task. Fees can range from \$12,500- over \$60,000 depending on level of scope.
3. **CAD-Based Master Plan** If client prefers the master plan drawing be input into a Computer Aided Drawing, the Stantec Landscape Architecture (LA) team can provide additional service fee depending on the level of detail desired. This could come in handy as you begin to implement the plan and make changes. Estimate range: \$2,800-\$5,200.

Optional Renderings / Presentation Graphic Tools

If the client desires additional support material for the purposes of fundraising, publications, website, or media distribution, the Stantec LA team can provide a wide range of additional renderings, drawings, or design visuals to support the visitor experience and overall character of the retail/amenity concept plan in more detail using enhanced 3-Dimensional Lumion perspectives, fly through videos or interactive websites with 3-4 detailed perspective view drop-ins. This additional service can be added at any time and fees would be negotiated based on illustration type, level of detail, and quantity needed. Please note that the sooner in the process we know that the Client wants to add one of these options, the more detailed and better the final product will be.

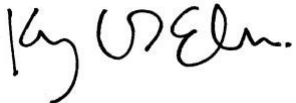
- A. **Alternate – 1:** 3D Perspective options: \$9,800 + \$2,800-\$5,200 (the CAD option above must be conducted to perform this task because we need the master plan put into CAD to create the renderings.
 - Additional SketchUp Lumion 3D rendering with more detail or other perspective views.
 - Additional renderings can be added at any time and fees would be negotiated based on illustration type, level of detail, and quantity needed.
- B. **Alternate – 2:** Video fly-throughs: Must do Alternate 1, Add \$9,600 (plus Alternate 1)
 - In addition to Alternate 1, video fly throughs can be added at any time and fees would be negotiated based on level of detail, and quantity needed.
- C. **Alternate- 3:** additional meetings or revisions if necessary:
 - Meetings with client/stakeholders, public, Boards, Developers, or City officials.
 - Revisions will be negotiated reflective of the level of effort necessary.

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Regards,

Stantec Consulting Services Inc.



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