



LANDSCAPE ARCHITECTURE

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June 10, 2019

Mr. Robert Eisenbeisz, PE, Public Works Director
CITY OF RIALTO PUBLIC WORKS DEPARTMENT
335 W. Rialto Avenue
Rialto, CA 92376

Subject: Proposal for Revising Construction Plans, Specifications, Estimates,
Additional Bid Support and Construction Administration for
Frisbie Park Expansion - Dog Park Improvements

Dear Mr. Eisenbeisz:

On behalf of the firm of Community Works Design Group, we are pleased to present this proposal to provide continued planning, construction documentation, bid support and construction administration services for the City of Rialto Public Works Department for the updating of the Frisbie Park Expansion Plans, Specifications and Estimates to incorporate a Dog Park into the previously approved plan set. The anticipated cumulative size of the proposed Dog Park would be slightly less than ½ acre, and would replace proposed sports courts along the south side of Easton Avenue, at the lower slope of the existing Lytle Creek/ Cajon Wash bluff.

THE PROPOSAL

Our proposal covers key issues we feel to be of greatest significance for the smooth, efficient completion of the project. The members of the Design Team and I appreciate your consideration of our firm to continue our professional consulting services for this project.

Respectfully submitted,

COMMUNITY WORKS DESIGN GROUP

Scott Rice ASLA, LEED AP, CASp
Vice President
Landscape Architect CA#5111
Certified Access Specialist CASp-709

SCOPE OF SERVICES

Services provided by Community Works Design Group (CWDG) for the City of Rialto Public Works Department will continue to reflect City and Community expectations.

TASK 1. CONCEPTUAL DESIGN AND PLANNING

Based upon input gathered from the City Council meetings on February 12 and February 26, 2019, as well as a site visit on February 28, 2019 with representatives from Community Services and Public Works, our firm developed a series of initial concepts, renderings and preliminary cost estimates relating to the potential overlay of a Dog Park amenity within Frisbie Park. This initial work was performed by CWDG at risk and at no additional cost to the City, in an effort to maintain forward project momentum. The following tasks will continue to prepare the design concept for stakeholder vetting:

1. We will meet with Public Works and Community Services representatives to discuss the current project parameters, based upon initial feedback received by key stakeholders.
2. We will prepare a critical path schedule, identifying key submittal dates and progress milestones for review and approval by all applicable City departments, including Public Works, Community Services and Building and Safety.
3. We will update color conceptual plans and 3-d renderings for the Dog Park, as well as incorporating the Dog Park imagery into the overall Frisbie Park Expansion Master Plan, for City Council review and approval.

TASK 1 deliverables include:

- PDF copies of all documents
- Regular e-mail progress updates and ongoing coordination documentation
- Preliminary Schedule
- Updated Color Conceptual Plans and Renderings

TASK 2. DESIGN DEVELOPMENT/ CONSTRUCTION DOCUMENTS

Due to the imminent timing of Frisbie Park Expansion construction, we will expedite the preparation of revised plans, specifications and estimates to a 90% level so that the project's General Contractor can begin to evaluate project cost impacts, affording the City the opportunity to negotiate exact scope and pricing through the City's consultant Construction Management firm, Griffin Structures. The plans will be expedited to 100% completion for final review and approval by applicable City departments.

Revisions to the plans will include the following scope areas:

1. **GEOTECHNICAL INVESTIGATION:** Due to the nature of the Dog Park improvements, the preliminary dog park concept reflects no discernable impact to the previously prepared geotechnical report and recommendations. If the City determines that slope retaining is needed to provide room for a separate dog training area, additional geotechnical investigation will be required and is NOT included in this proposal. This reflects Community Services' preference via email dated 6/5/19.
2. **DEMOLITION PLANS:** We will update our demolition plans to determine which features will be protected in place, and identify items and quantities of areas to be removed to make way for the proposed Dog Park improvements.
3. **GRADING PLANS:** Our subconsultant, Adkan Engineers, will revise the following drawings to reflect the elimination of the sports courts and to accommodate the Dog Park improvements: Grading Plans, Hydrology/ Drainage Plans, Erosion Control Plans, and Water Quality Management Plan.
4. **CONSTRUCTION PLANS/ DETAILS:** We will revise our construction plans and details to reflect the elimination of the sports courts and to accommodate the Dog Park improvements.
5. **IRRIGATION AND PLANTING PLANS/ DETAILS:** We will revise our irrigation and planting plans and details to reflect the elimination of the sports courts and to accommodate the Dog Park improvements.
6. **ELECTRICAL PLANS:** Our subconsultant, RASC Engineering, will revise the electrical plans and details to reflect the elimination of the sports courts and to accommodate the Dog Park improvements. Sport lighting design will be revised to provide lighting to dog park surface, but at a suitable light intensity (Dog Park does not need to be as bright as a tennis court).
7. **STRUCTURAL DETAILS/ CALCULATIONS:** Our structural engineering subconsultant, Wong and Associates, will prepare structural details and calculations for any structural items related to the Dog Park that were not previously detailed nor calculated.
8. **SPECIFICATIONS:** Specifications will be amended to delete items no longer applicable, and to include Dog Park-specific items. We will fully detail all applicable materials and workmanship as needed.

9. COST ESTIMATES: Final estimates of probable costs will be prepared for the purpose of price negotiation with the Contractor. These estimates will include the estimated cost of deleted items as well as the estimated cost of the added items.
10. DOCUMENT PROCESSING: We will submit the documents for City and various agency approvals. We will review documents and make all necessary corrections.

TASK 2 deliverables include:

- Construction Documents prepared in AutoCAD, 24"x36" at 20 scale maximum
- PDF copies of all documents
- Technical Specifications in Microsoft Word format
- Regular e-mail progress updates and ongoing coordination documentation
- Design, coordination, and preparation of meeting agendas
- Final Cost Estimates

TASK 3. VALUE ENGINEERING AND ADDITIONAL CONSTRUCTION ADMIN SUPPORT

This item will relate to efforts necessary to obtain revised pricing from the Frisbie Park Expansion General Contractor for the impending Dog Park-related Change Order, and to supplement the existing Construction Administration tasks to reflect the added Dog Park scope.

1. We will assist the City in meeting with the General Contractor and Construction Management consultant, and will provide written documentation of the meeting, noting direction given to contractors, questions asked and follow-up clarifications or addendum items.
2. We will assist the City and the Construction Manager in evaluating Contractor pricing.
3. We will review shop drawings and material samples, respond to Contractor Requests for Information (RFI's), and review project submittals, in addition to those items currently reviewed with the Frisbie Park Expansion project.
4. We will supplement the currently-contracted field observations with our staff and our consultants as requested, to cover dog park items not previously reviewed as part of the project scope.

TASK 3 deliverables include:

- Spreadsheet of Change Order Line Items
- PDF copies of all documents
- Regular e-mail progress updates and ongoing coordination documentation
- Design, coordination, and preparation of meeting agendas

FEE PROPOSAL

The following is our proposed fee to provide all work mentioned in the Scope of Work outline for the revision of Frisbie Park Expansion Plans, Specifications and Estimates (PS&E) to accommodate the Dog Park Improvements:

	<u>Consultant Services</u>		<u>Fee</u>
Task 1.	Conceptual Design and Planning	LUMP SUM	\$ 6,940.00
Task 2.	Design Development/ Const. Dwgs	LUMP SUM	\$ 23,185.00
Task 3.	Value Engineering and Additional Construction Admin Support	Hourly/ NTE	\$ 16,220.00
	<u>Reimbursables (Printing, Mileage)</u>	<u>ALLOW</u>	<u>\$ 1,500.00</u>
	Total		\$ 47,845.00

1. Provisions of Attachments 1 through 3 are an integral part of this proposal as if herein written in full.
2. This proposal expires after 90 days if an agreement for professional services is not fully executed.

ATTACHMENT - 1**NORMAL HOURLY RATES**

Principal Landscape Architect's time at the fixed rate of:	\$195.00 per Hour
Certified Access Specialist's time at the fixed rate of:	\$225.00 per Hour
Senior Landscape Architect's time at the fixed rate of:	\$175.00 per Hour
Civil Engineer's time at the fixed rate of:	\$210.00 per Hour
Landscape Architect's time at the fixed rate of:	\$145.00 per Hour
Project Manager's time at the fixed rate of:	\$135.00 per Hour
Certified Landscape Irrigation Auditor/ Certified Irrigation Designer's time at the fixed rate of:	\$135.00 per Hour
Certified Arborist's time at the fixed rate of:	\$125.00 per Hour
Landscape Designer's time at the fixed rate of:	\$ 115.00 per Hour
Professional Staff's time at the fixed rate of:	\$ 75.00 per Hour

OUTSIDE CONSULTANTS

Services of outside consultants not listed in this proposal, at our direct cost, plus 15% of the actual cost of their services for coordination.

REIMBURSABLE ITEMS

Reimbursable items, such as the cost of plotting, graphic reproduction and shipping, at our direct cost plus 15%. Auto travel shall be charged at 55 cents per mile.

ATTACHMENT - 2**ADDITIONAL SERVICES**

Additional Services shall be performed only when requested or approved by the City. Compensation for such services shall be in accordance with our Normal Hourly Rates and Reimbursable Items per Attachment 1. Additional services may include, but are not limited to:

1. Revising previously approved drawings to accomplish changes ordered by the City.
2. Any work requested by the City that is not heretofore mentioned.
3. Any and all geotechnical, structural, grading, and landscape/irrigation design relating to retaining walls to accommodate an additional dog training area.

CITY'S RESPONSIBILITY

1. City to provide all available data possible regarding the site information and surrounding properties.
2. Complete information concerning available services and utilities for all contract areas.
3. Assist with coordinating the approval process with City departments and provide as-built plans to the extent possible.
4. Development restrictions, program restrictions and other such data.

ATTACHMENT - 3

Dog Park Working Concept Exhibits –prepared by CWDG

