REQUEST FOR PROPOSALS NO. 16-043
ENGINEERING, LANDSCAPE DESIGN AND
PROJECT MANAGEMENT SERVICES FOR

FRISBIE PARK EXPANSION
CACTUS/ RANDALL PARK

DEVELOPMENT PROJECTS

JANUARY 21, 2016

SUBMITTED BY:

COMMUNITY WORKS DESIGN GROUP

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January 21, 2016

Mr. Robert Eisenbeisz, Public Works Director/City Engineer
CITY OF RIALTO
335 W. Rialto Avenue.
Rialto, California 92376

RE: Proposal for Professional Design Services for Development of Frisbie Park Expansion and Cactus/ Randall Park Development - RFP No. 16-043

Dear Mr. Eisenbeisz and Consultant Selection Committee:

Please accept our proposal for this important project. We appreciate the opportunity. On behalf of the firm of Community Works Design Group (CWDG) we are pleased to present this proposal to undertake professional design services for the Design and Development of Frisbie and Cactus/Randall Park.

This introductory letter will specifically address why Community Works Design Group is best suited to provide Design Services for the City of Rialto. We have listed the top six reasons why our consultant team can best serve the City and all involved agencies for this project:

6. ***Our team understands the wants and desires of the community. We have designed and developed many similar community park projects in many communities throughout the State, including many within Inland Empire including your neighbors of Fontana, Upland, San Bernardino, San Bernardino, San Bernardino County CSA, Rancho Cucamonga, Redlands, Loma Linda, Colton, Chino, Claremont, Pomona, Riverside and, most importantly, Rialto. We have worked with the City of Rialto for over 30 years on ....Birdsall Park, Rialto City Park, Ferguson Park, Anderson Park, Jerry Eaves Park and have worked on many phases of Frisbie Park including the last two phases.***

5. ***We are specialists in the area of park, recreation and municipal development projects. We specialize in park and recreation planning and have done so for over 30 years. Our team has years of professional expertise in working "with" communities such as Rialto, including the current Bud Bender Park project. We pride our selves on working on projects which require sensitive community input, communication and involvement. We worked very closely with the City appointed Task Force and with the Community Commissions and Community at large to gain input, support and development of various options for the renovation of this iconic facility. The project is currently under construction and is moving forward to a very successful completion.***

4. ***Our construction cost estimating history is unmatched. As we have designed and developed many park projects "exactly" like the two current projects (in particular..... Firsbie just last year and Bud Bender currently under construction), we have the most up-to-date true construction costs at our fingertips. The thoroughness and accuracy of our design and construction documents will maximize the City's construction dollar. Public facility projects are what we do best, and our record stands on its own merit.***

3. ***We guarantee that our Principals, Tim Maloney, Scott Rice, and Bud Fish Senior Project Manager will be working exclusively with the City for the Design and Development of the Park Master Plans thru Construction of the projects. Mike Houlihan and Christine Jacobs-Donoghue will be assigned to manage the preparation of the various studies and reports on this project. This type of uninterrupted, dedicated senior management involvement is not offered by many firms. This will allow our team to function as a extension of City Staff, rather than a typical design consultant.***

2. ***As our name indicates we "Work with the Community Groups to Design Projects that Work"! We believe in working "with" the Community and the County to incorporate design ideas, artwork and "work" with the community and the adjacent residences to help gain the "buy-in" to the development of "their" park and therefore look out for and care for their park for the long run. Our firm has "never" designed a park for our usage, it needs to be designed and developed by the community which will utilize it on a day-to-day basis and watch over it and take care of it.***

1. ***The Community Works Design Group team is dedicated to expediting Frisbie Park and Cactus/Randall Parks development projects to a rapid, successful completion. We fully intend to exceed the needs and expectations of the City in the design and developments of these projects. Our office provides these services throughout the state. We will be there when you need us!***

PROFESSIONAL COMMITMENT

Unlike some larger firms, this is not 'just another project' which will be delegated to junior staff once the contract is signed. We believe in a deep personal commitment and involvement on an ongoing basis with representatives of the City of Rialto. This type of personal involvement by senior personnel is not possible with many offices.

DESIGN TEAM

The Community Works Design Group team offers a unique combination of relevant project experience, creative design ability, and comprehensive technical skills assuring projects which are imaginative, efficient, and practical. Mr. Timothy Maloney, President, Mr. Scott Rice, Principal/ Senior Project Manager, and Mr. Bud Fish, Senior Project Manager have been involved in the planning of park and recreation projects for various communities throughout the State.

PROPOSAL

Our proposal covers key issues we feel to be of greatest significance in the selection of the design team consultant and the smooth, efficient completion of the project. For your convenience, we have organized our proposal into several sections, which are referenced in the table of contents. We acknowledge and have received two (2) Addenda - #1 and #2

The members of the Design Team and I appreciate your consideration of our team for this important project and we look forward to providing Design Services for Frisbie Park Expansion and Cactus/Randall Park projects with the City of Rialto.

Respectfully submitted,

COMMUNITY WORKS DESIGN GROUP

Timothy I. Maloney, ASLA, CPRS
President
Landscape Architect
License Number 2110

SECTION A: PROJECT UNDERSTANDING

On behalf of the firm of Community Works Design Group (CWDG), we appreciate the opportunity to present this proposal to undertake professional design services for this important project.

We believe this project should be broken down into three very important and related elements:

1. TECHNICAL: ***Does the team assembled have the expertise and manpower to research, evaluate and deliver accurate and executable plan.***

YES! The team assembled is comprised of Southern California powerhouses. **Community Works Design Group** has over 30 years of California park and recration planning experience, including our recent work at Frisbie Park and our current work at Bud Bender Park. First Carbon Solutions has over 30 years of local environmental expertise. They have a staff of over 800 which can provide the field research, coordinate survey/field work and end-product on time and in budget. TKE Engineering, Design West Electrical Engineers, John Byerly Goetechnical Engineers and The Resource Group - Community Research and Needs Assessment firm are all local firms that we have teamed with for over 25 years here in the Inland Empire.

2. **MANAGERIAL***: Does the team assembled have the experience to effectively manage this project through the maze of bureaucracies involved in the process?*

YES! CWDG is dedicating our Principal Landscape Architect and Project Managers to this project. Timothy Maloney, ASLA will be the Frisbie and Cactus/Randall Park Project Principal and Scott Rice Principal will be the Senior Project Manager. Tim and Scott have been working with municipalities throughout the State for over 35 years. They have worked with all of the agencies identified for this phase of the project including the City of Rialto, and all permitting agencies. They have great managerial skills and have worked on many similar small and large scale park projects.

Mike Houlihan, with First Carbon Solutions will be the Project Manager for the technical aspects of this project and will coordinate with all agencies as required in addition to coordinating all environmental reports and documentation. Mr. Houlihan has over 25 years of hands-on experience with projects associated with the County of San Bernardino and has a great working relationship with all affected jurisdictions.

PROJECT UNDERSTANDING - CONTINUED

3. COMMUNICATION: ***Does the team assembled have the experience, expertise and manpower to deliver this project on time and within budget?***

YES! Community Works Design Group, as its name implies, makes Communities Work! As our firm specializes in municipal projects, they are all designed "with" the communities and agencies they serve and represent- not "for" them. But is that enough for this project? We believe it deserves more. FCS Consulting will assist in leading the team through all of the "technical" aspects, which in this case is all technical studies and reports including public meetings, public agencies and affected jurisdictions, through all of the twists and turns of the project. They will assist and be in attendance at all staff meetings, community meetings, task force meetings, governmental permitting City meetings and participate in all bi-weekly meetings.

PROJECT UNDERSTANDING/APPROACH

We want to emphasize here that our firm has never designed a park for our usage... it is not our philosophy to do so. We design "with" the community. The park design should reflect the wants and needs of the community which it serves.

We also design parks with maintenance and upkeep in the forefront of our thoughts. Both Tim Maloney and Bud Fish have worked on your side of the fence. Together, they have over 35 years of "your side of the fence" municipal park planning experience to back up the park plans developed as well as the Construction Administration to see them to successful completion. In addition, park and recreation planning is what Community Works Design Group does - this is our niche! We specialize in working "with" communities such as yours on a daily basis and have done so for over 30 years.

We propose to look at the park designs in regards to the following concerns - These we find to be key issues for the design of a successful park:

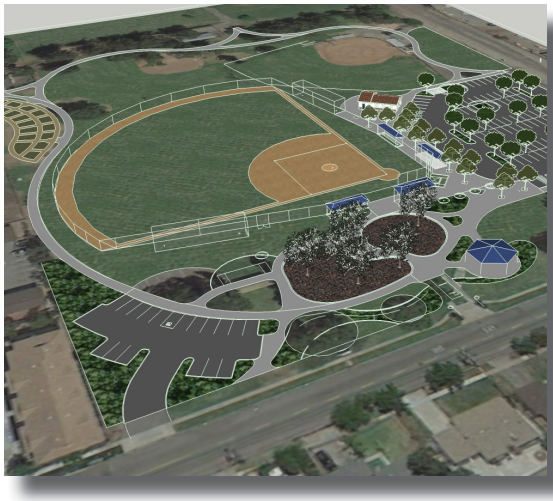
1. ***How can we work with the community to design and develop the very best projects within the community and constraints of the area?***
2. ***How will the park designs incorporate sound drainage design to minimize water leaving the sites yet still have them remain functional? Bio-swales and Retention Basins!***
3. ***How can the parks be designed to be friendly to the maintenance crews and police surveillance - tree spacing, mow curbs, good lighting, driveable walks, etc?***
4. ***How can the residential areas that are near the park sites be insulated from the park active areas?***
5. ***What are some unique layouts that should be explored as options to make the fields and other amenities more functional on a day to day basis?***
6. ***The new design options should explore consolidating costly amenities such as restrooms and the amphitheatre stage and mural walls.***
7. ***How can "green" concepts be utilized throughout the park?***
8. ***How can the project best be laid out for expansion or phasing and/or meshing with existing***
9. ***facilities?***

10. *Can we incorporate a perimeter trail/service road around the park with periodic exercise stations to increase the daily use of the park and increase visibility and security?*

11. *Utilizing turf berms for the installation of concrete soccer field bleachers will help with the long term maintenance of the park. Providing conduits for future lighting of the soccer field with back lighting for other active areas should be considered as well.*

12. *Incorporating additional uses and expanding the family activities will assist in protecting the park during non sports time periods.*

13. *By thoroughly analyzing the chemical make up of the soils as well as the water source, our turfgrass expert, PRZ, will be able to provide these projects with the very best in soil structure development and turfgrass selection for durability and long term wear.*



To assist the community to truly visualize the various concepts and options we utilize 3-D animation with "fly around" capabilities. This allows all community members to truly "see" what the park will look like from their front or back door and window and or anywhere - any angle.

"Community Works Design Group provided exceptional quality park planning and design services for the City of El Paso de Robles. Their community involvement process and park planning expertise created a unique and creative play environment for Sherwood Park and our City. Their ability to engender comments and ideas from those who attended the workshops was amazing. They definitely strived to involve everyone and welcomed their input."

Ditas Esperanza, P.E., Capital Projects Engineer
City of Paso Robles

It is important to create some unique themeing in the tot and child play areas, such as this project, with which we assisted the City of El Paso de Robles. This is Sherwood Park with a very unique Sherwood Forest theme, complete with a fire (fog) breathing dragon!. Frisbie and Cactus/Randall Parks can be just as unique as well.

At Dairyland Park in the new City of Eastvale (where all of the Dairies in Southern California used to be) we included a natural no-mow pasture with Cor-ten steel Cattle cut-outs!

At Doty-Trust Park water play area, we again created a thematic water play environment which is very conducive to the rural location of this park within the City of Riverside.

This is just a perfect example of the creativity of our firm....here, as we suggest for the two parks, we have utilized the back of our custom designed (in-house) restroom facility as the backdrop for the stage and turf amphitheatre. This just completed project is a State Grant funded project in the City of Perris. Also note the custom designed "flower" shaded picnic areas!

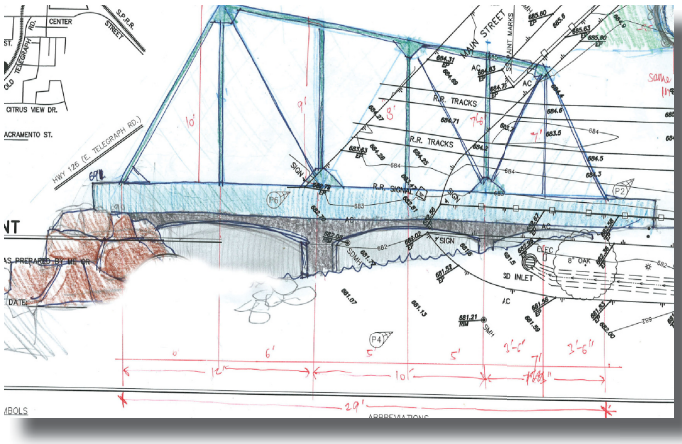
Providing safety for play areas next to streets is very important to parents and everyone. But there are some creative options to your "standard chain link fence" as well. This fence at Bagdouma Park in the City of Coachella replicates the long range views of the mountain range.

Walking the site is important to understand and get a feel for the site and the community. Everyone's input is important as is "hands-on" design of "their" park!

Our team has a great deal of experience in working with Federal and State agencies. In addition, our team has a great deal of experience in working "with" local groups and "stakeholders" to get them involved in various aspects of the design and development of "their " park projects. Design and building parks and sports complexes "with" the community is what our name says... Community Works Design Group.

This collegiate-level soccer field rehabilitation project at Pepperdine University in Malibu was just completed in September. It shows a great example of our team's expertise in designing and working within the sensitive environments.

This is an example of our "hands-on" design process, with our Principal Lead Designer, Scott Rice. Scott and our team work with the users of the park to design and create the features "they want"... not what "we want".



This is a sketch prepared by our office (Scott) in response to the request to create a unique themed skate park for the users at Piru in Ventura County. The town has an old rail line that runs right next to the park and an old trestle bridge in the distance. The photo below shows the completed park and "trestle" incorporated as a unique skate feature.... only for Piru! What are some unique and creative elements that we can include in the design of Frisbie and Cactus/ Randall parks?

This bio-swale that we designed for a recent project in the City of San Fernando is an example of how we can integrate this important element of the park as a feature. We could utilize this concept to accept the parking lot run off and have the swale also act as a natural barrier between the play areas and the park, crossing over and into the park with "bridges" over low flow piping between the segments of the swale.

We can also explore the use of decomposed granite or road base for the off-street parking or for parking lots of the facility. This concept keeps the feel of the park rural and stretches valuable construction dollars.

Utilizing decomposed granite for the walks/service road can also reduce the construction costs while prohibiting the use of skateboards where they might otherwise not be so welcomed. Using natural materials such as stone for signage and distance markers on the trail will be explored as well.

SECTION B. SCOPE OF WORK - COMMUNITY WORKS DESIGN GROUP

TASK 1 - RESEARCH - PROGRAM SCOPING

Landscape Architect: Community Works Design Group (CWDG)

The CWDG Team will present the project work plan, begin meeting coordination with the City and conduct research of existing utility plans, design standards, and permits. The team will also begin the field reconnaissance tasks and coordinate detailed mappings of the park site. The site will be walked with the team (***already completed!***) and options discussed in the field with accompanying photo monitoring (***completed as well!***). The preparation of the base information will assist us with our Opportunities and Constraints mapping.

1. We will review the management assessment associated with the parks in regards to open space, maintenance, security, waste management, traffic circulation patterns and access, pedestrian and bicycle access, existing structures, drainage, erosion control, utilities, environmental, sun orientation and noise.

2. We will meet with the City staff regarding maintenance concerns and anticipated use patterns of the site in order to gain a comprehensive understanding of the day-to-day function of the facilities.

3. We will research and discuss utility requirements with appropriate City departments and other providers of public utility service.

4. We will attend all Project Development Team meetings as required during this phase of the project. Because City/team communication is so important, our team will be available for as many meetings as desired by the City throughout the life of the project, with no cost to the City for additional meetings!

5. We will prepare the preliminary design schedule, encompassing the entire project parameters as determined through the course of the program assessment stage. The schedule will be prepared utilizing Critical Path Method via Microsoft Project.

> "Community Works Design Group has been the City of Highland's exclusive Landscape Architectural firm since 1990. Their commitment to the City is reflected in their quality of work, timely response and customized solutions to our challenges, and overall responsiveness."
>
> Lawrence A. Mainez, Community Development Director
> City of Highland

Civil Engineer: TKE Engineering

Project management/coordination and attendance at meetings will occur under this task.

TKE Engineering will prepare the following technical reports and exhibits in support of Preliminary Design and Scoping efforts for the project:

- Compile existing documentation on hydrology, geologic, information that impacts the site and proposed renovation.
- Prepare a comprehensive utility investigation and prepare a utility exhibit
- Prepare topographic base mapping to be used for project scoping and alternative improvements (opportunities and constraints)
- Perform survey control for topography

Reasonable attempts shall be made to obtain facility information from utility agencies. Applicable engineering and planning standards shall be obtained, if possible, unless specifically requested, prior to the writing of this proposal.

The Resource Group (TRG) will assist the City of Rialto in the following ways:

I. Survey Development & Finalization

A. Work with key individuals representing the City of Rialto and other relevant stakeholders to finalize a survey to identify community needs and issues related to park facilities. Up to two (2) on-site meetings will be scheduled to begin the survey development process. All other communication with the City and stakeholders during the survey development and finalization phase will be by telephone and/or email.

II. Direct Mail & Online Survey

A. Purchase a database of up to 6,500 households in the City of Rialto to serve as the survey universe for the project. Surveys will be directed to include the two service areas for the parks.

B. Professionally print all survey materials and mail survey packets to a maximum of 6,500 households in the City of Rialto.

C. Create an online version of the survey that can be accessed through the City's website.

TASK 1- PROGRAM ASSESSMENT- DELIVERABLES

- PDF copies of all documents
- Regular e-mail progress updates and ongoing coordination documentation
- Design, coordination, and preparation of meeting flyers
- Design of Project Website and Citywide Questionnaire
- QA/QC Plan for City Review and Approval
- Develop framework for project-specific website and social media pages
- Topographic/Boundary Survey
- Preliminary Schedule

TASK 2 - COMMUNITY OUTREACH AND PUBLIC PARTICIPATION

A. 1. We will meet with the City Staff to receive input regarding the desired uses of the parks and project enhancements/additions based on the City's Request for Proposal.

2. Meetings will be conducted with individual interest groups such as Little League, Soccer, Softball, immediate surrounding residents, playground equipment users, tennis players, skateboarders and others.

Web based and mail out questionaires will be sent out and all information will be com piled and presented to the staff, task force/special interest groups and the community groups.

3. We will coordinate a "Community Park Design Day" with the community. A general outline of our approach follows:

A. Meet with City Staff
   1. Discuss City desires.
   2. Discuss "Community Design Day" process.
   3. Schedule meetings with community task force/special interest groups.

B. Task Force/Special Interest Meetings
   1. Introduce design team/City representatives.
   2. Discuss general community park concepts.
   3. Discuss site constraints/opportunities.
   4. Discuss special needs of groups.
   5. Discuss "Design Day" process.

C. "Design Day" - On-Site 3-4 hours (Saturday morning) (1st Community Meeting)
   1. Review "Design Day" schedule.
   2. Start day with refreshments and a walking site tour.
   3. Discussion of site plan opportunities/constraints, adjacent uses, etc.
   4. Review design process - educational.
   5. Begin design process.
      a. Review site opportunities and constraints (plans)
      a. Desired uses - wants, don't wants.
      b. Desired uses matrix - high, low.
      c. Bubble diagram use plan - generic.
   6. Assemble Design Groups (5-10).
      a. Bubble use plan - site specific.
      b. Schematic design plan - site specific.
   7. Schematic Design Presentations (groups)
      a. Present team schematic plans.
      b. Discuss schematic plans.
      c. Discuss independent item location.
      d. Discuss preferences.
      e. Discuss priorities - short - mid- long term goals.

Tim Maloney and Scott Rice will lead all public input meetings with the assistance of the CWDG team. Lisa Sato - The Resource Group will coordinate and prepare all Web based and Mail-Out Questionaires and assemble all input. She will present all findings to the Community in the "Design Day" process.

TASK 2- COMMUNITY OUTREACH AND PUBLIC PARTICIPATION DELIVERABLES

- PDF and Word copies of all documents
- Regular e-mail progress updates and ongoing coordination documentation
- Design, coordination, and preparation of meeting agendas
- Documentation of Outreach and Public Participation Plan Implementation
- Update project-specific website and social media pages
- Report of Community Input Data - Website results and Mailer
- 24”x36” mounted color presentation boards

TASK 3 - PRE-DESIGN CITY COUNCIL/COMMISSION REVIEW MEETING

A. 1. We will meet with the City Council/Commissions and present all of the information from the Community Outreach and Public Participation process - Task 2.

2. We will review and present all information gathered from Web based input page as well as the results from the mail-out survey.

3. The Opportunities and Constraints schematic plans and discussions from Community meetings will be presented to the full Council and Commissions for input.

4. Input will be received and information taken that is presented by the Council and Commssions. All areas of the Councils goals and objectives, areas of concern and priorities will be incorporated into this phase of the planning process.

Tim Maloney and Scott Rice will lead all public input meetings with the assistance of the CWDG team. Lisa Sato with the Resource Group will present all results from the web-based survey and mail out survey.

TASK 3 - PRE-DESIGN CITY COUNCIL REVIEW MEETING - DELIVERABLES

- PDF and Word copies of all documents
- Regular e-mail progress updates and ongoing coordination documentation
- Design, coordination, and preparation of meeting agendas
- Documentation of Outreach and Public Participation Plan Implementation
- Update project-specific website and social media pages
- Report of Community Input Data - Website results and Mailer
- City Council Input Report and Findings (direction)

TASK 4 - SCHEMATIC PLANNING

We will funnel our synthesis and inventory into the preparation of various (3-5) Conceptual designs for the Park sites, that maximize "green" opportunities while maintaining the integrity and overall goals of the park design. We will utilize 3-dimensional graphics (example below) in addition to conventional plan views to help ease the understanding of scale and amenity layout for the Community.

Bagdouma Park Expansion - Coachella, California. Design completed Summer 2012; Dedicated June 5, 2013.

1. We will fully develop, detail, render the Conceptual designs for review by staff and the community design team/stakeholders.

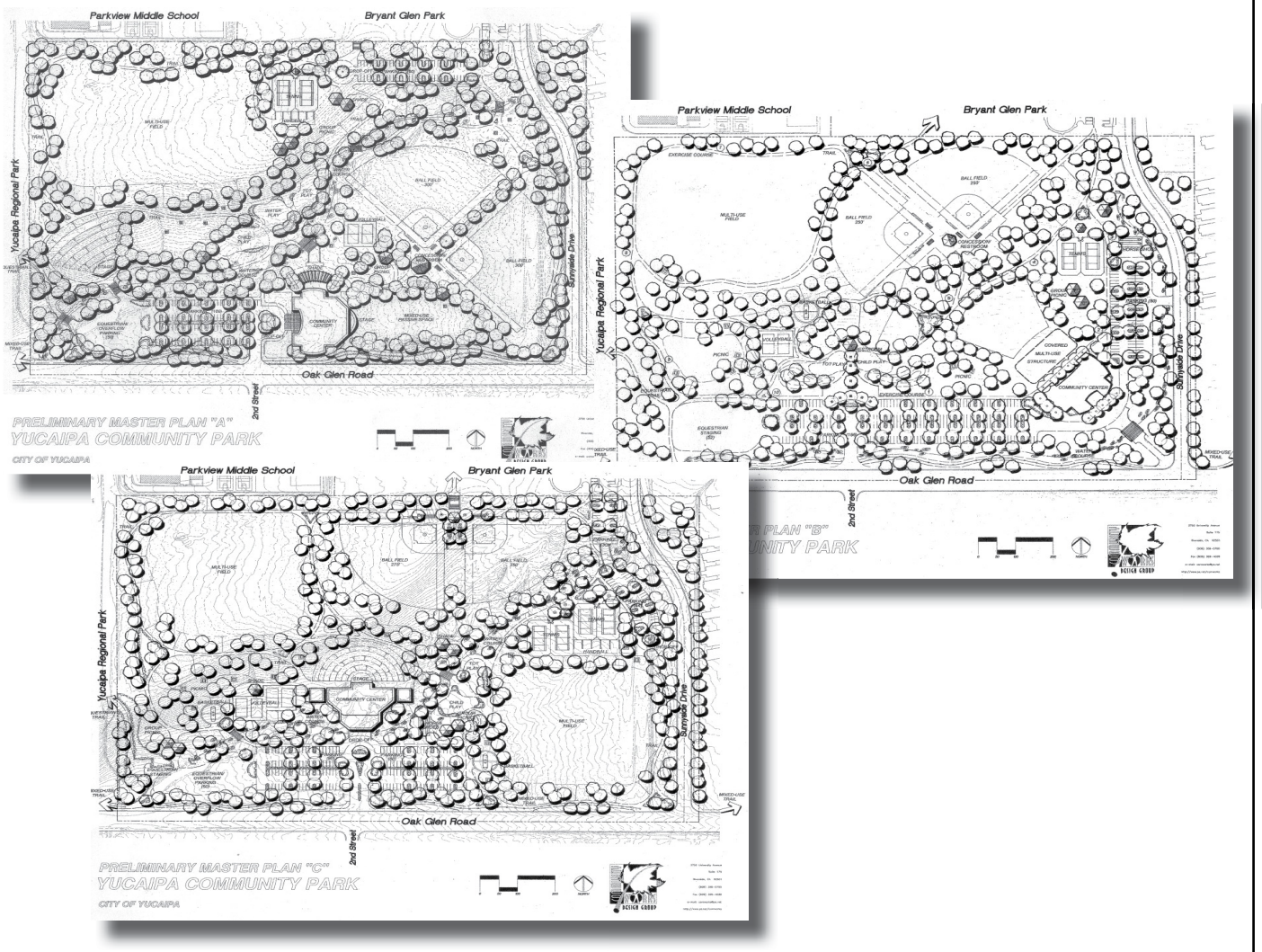
2. We will provide a Schematic Plan Design booklet which will follow the Schematic Plan process in detail. The design booklet will incorporate the improvements desired and include all environmental findings and supporting documentation.

3. We will provide mounted presentation boards and electronic versions of the Master Plans as well.

4. Updated construction estimates prepared by Cumming will be presented at this time.

5. We will attend all meetings as required during this phase of the project. (No limit)

6. We will assure that all associated agencies are consulted in regards to all utilities etc. and that all constraints are addressed. We will also ensure that all local, regional, state and federal agencies have been contacted and that we are in compliance with all regulations. All components of the environmental findings will be incorporated.



TASK 4 - SCHEMATIC PLANNING - DELIVERABLES

- PDF copies of all documents
- Regular e-mail progress updates and ongoing coordination documentation
- Design, coordination, and preparation of meeting agendas
- Preliminary Cost Estimates (updated throughout project
- 24"x36" mounted color presentation boards and electronic copies.

TASK 5 - SCHEMATIC PUBLIC DESIGN WORKSHOP (Second Community Meeting)

Based on all of the input from the Design Day community meeting, from City staff and from the City Council our firm will present the three Schematic/Conceptual Plans to present back to City Staff, any task force groups and then from the Community, at Community Meeting #2.

1. Develop Conceptual Master Plans (Three to Five)

   a. Present three conceptual master plans based on community consensus and development of the "their" schematic plans.

   b. Vote for approval of conceptual master plan. Each participant will have the opportunity to vote with 5 to 7 colored dots. Each participant will be given copies of all three park conceptual plans. They will also be give 5-10 dots to indicate which plan they prefer (Concept A, Concept B or Concept C). In addition they will get to place their voting dots on what elements they like from each plan. As an example, Concept A might have water play/Aquatic element located along the east side where Concept B might have them located along the south side. Or Concept B may have the exercise areas grouped in one area where Concept C may have them spread throughout the park next to the exercise trail. Each participant gets to select not only what Concept they prefer in general, but they also get to select where they prefer the amenity be located and/or how many of each amenity they desire.

TASK 5 - SCHEMATIC PUBLIC DESIGN WORKSHOP - DELIVERABLES

- PDF copies of all documents
- Regular e-mail progress updates and ongoing coordination documentation
- Design, coordination, and preparation of meeting agendas
- Documentation of QA/QC Plan Implementation
- Update project-specific website and social media pages
- Preliminary Cost Estimates (updated throughout project)
- 24"x36" mounted color presentation boards
- 3-D concepts of the 3-5 (three to five) Schematic Plan Options

TASK 6 - MASTER PLANNING

A. MASTER PLAN

From the community's votes of Concepts and alternates above, we will prepare two Park Master Plans for each park. We will present the plans to department staff for review and input. The Master Plans shall be presented on black line prints with color as well as electronic format and 3-D rendering. Reduced 11x17 copies will be provided to staff. All presentation materials will become the property of the City.

1. We will fully develop, detail, render and mount on a presentation board and present electronically the 3-d model the preferred design alternative selected by the Community for the project.

2. We will funnel our synthesis and inventory into the preparation of various Conceptual designs for the Park sites, that maximize "green" opportunities while maintaining the integrity and overall goals of the park design. We will utilize 3-dimensional graphics (example below) in addition to conventional plan views to help ease the understanding of scale and amenity layout for the Community.

3. We will provide a Master Plan Design booklet which will follow the Master Plan process in detail. The design booklet will incorporate the improvements desired and include all environmental findings and supporting documentation.

Two additional examples of our 3-D presentation techniques which vividly portray the various park amenity options.

MASTER PLAN - continued

4. A water retention study will be prepared for the park site. The report will provide proposed mitigation measures for increased peak and zero run-off as may be required. Various paving options will be explored to create a "green" reduction of run-off.

5. We will provide a Master Plan Design booklet which will follow the Master Plan process in detail. The design booklet will incorporate the improvements desired and include all environmental findings and supporting documentation.

6. We will provide mounted presentation boards and electronic versions of the Master Plans as well.

7. We will work with the Design Team to review the various concepts presented and funnel them down to a develop Final Park Master Plans which will include a Phasing Plan that meets and matches the needs of the community and user groups as well as meets the design budget.

8. Updated construction estimates prepared by our office and Cumming will be presented at this time.

9. We will present the Final Master Plans, Phasing Plans and Master Plan Reports to the Steering Committee, Park and Recreation Commission, Planning Commission and the full City Council for all approvals.

10. We will attend all meetings as required during this phase of the project. ***This includes <u>all</u> applicable and necessary Staff, Recreation & Parks Commission, Neighborhood & Housing Preservation & Beautification Commission, Planning Commission and***

11. We will assure that all associated agencies are consulted in regards to all utilities etc. and that all constraints are addressed. We will also ensure that all local, regional, state and federal agencies have been contacted and that we are in compliance with all regulations.

"The City of Perris was awarded a state parks grant to build a community park in an underserved downtown neighborhood. Community Works Design Group took a conceptual plan developed by the local neighborhood residents and created one of the best facilities in our park system, the recently opened Mercado Park. Their design team worked extremely well with the City staff from design through construction."

Darren Madkin, Deputy City Manager
City of Perris

Civil Engineer: TKE Engineering

1. We will prepare a Preliminary Grading Plan for the selected Park Master Plans.

2. We will prepare the Water Quality Management Plan (WQMP) for the project as required. This plan incorporates the site control BMP's, source control BMP's and treatment BMP's. Operation and maintenance requirements will be identified. A percolation investigation will be required and will be provided by our Geotechnical consultant.

TASK 6 - MASTER PLANNING - DELIVERABLES

- PDF copies of all documents
- Regular e-mail progress updates and ongoing coordination documentation
- Design, coordination, and preparation of meeting agendas
- Documentation of QA/QC Plan Implementation
- Update project-specific website and social media pages
- Final Cost Estimates
- 24"x36" mounted color presentation boards
- 3-D concepts of Final Master Plan

TASK 7 - COMMISSION/PUBLIC MASTER PLAN PRESENTATION

1. We will present the Final Master Plans (two for each park), Phasing Plan, Development Schedule and Master Plan Report to the Steering Committee, Park and Recreation Commission, Neighborhood & Housing Preservation & Beautification Commission and Planning Commission for review and input.
2. We will attend all meetings as required during this phase of the project. ***This includes all applicable and necessary Staff, Parks and Recreation Commission and Planning Commission meetings.***
3. We will assure that all associated agencies are consulted in regards to all utilities etc. and that all constraints are addressed. We will also ensure that all local, regional, state and federal agencies have been contacted and that we are in compliance with all regulations.

TASK 7 - COMMISSION/PUBLIC MASTER PLAN PRESENTATION - DELIVERABLES

- PDF copies of all documents
- Regular e-mail progress updates and ongoing coordination documentation
- Design, coordination, and preparation of meeting agendas
- Documentation of QA/QC Plan Implementation
- Update project-specific website and social media pages
- Final Cost Estimates
- Phasing Plan and Development Schedule
- 24"x36" mounted color presentation boards
- 3-D concepts of Final Master Plan

TASK 8 - CITY COUNCIL/PUBLIC MASTER PLAN PRESENTATION

1. We will present the Final Master Plan, Phasing Plan, Development Schedule and Master Plan Report and Recreation & Park Commission Summary to the City Council for approval, direction and input.
2. We will attend all meetings as required during this phase of the project. ***This includes all applicable and necessary Staff and City Council meetings.***

TASK 8 - CITY COUNCIL/PUBLIC MASTER PLAN PRESENTATION - DELIVERABLES

- PDF copies of all documents
- Regular e-mail progress updates and ongoing coordination documentation
- Design, coordination, and preparation of meeting agendas
- Documentation of QA/QC Plan Implementation
- Update project-specific website and social media pages
- Final Cost Estimates
- Phasing Plan and Development Schedule
- Parks and Recreation Summary
- 24"x36" mounted color presentation boards
- 3-D concepts of Final Master Plan

TASK 9 - DESIGN DEVELOPMENT

Upon completion of Task 1 thru 8 noted above, we will now know exactly what components are to be further designed by our team.

1. We will work with the City Staff to review many of the options and concepts identified in the Master Plan. We will begin the production of the design development documents. These plans will begin to define the exact size, quality and method of construction of the master plan. Plans will be 24" x 36" format in AutoCAD 2015 or newer format, at 30 scale.

2. Utilizing the topographic base prepared for the site during the Task 1 Program Scoping phase, conceptual grading plans will be developed. All existing and proposed grades, drainage systems, soft and hard elevations, pad elevations, ADA walks, property lines, easements, etc. will be indicated.

3. The grading and paving plans will reflect all soft and hard paving, flatwork, drainage devices, utility services, landscape areas, erosion control devices, curbs, gutters, fencing, retaining walls, and restroom/concession building footprint. The grading plan will be in compliance with NPDES permitting requirements. An erosion control plan will be provided as part of the grading submittal.

4. CWDG will prepare all plans for any new restroom facilities working with our in-house Civil Engineer and Structural Engineer. We understand the option of utilizing pre-fab strutures for the restroom and picnic shelters will be considered.

5. All site furnishings and amenities to be incorporated into the park will be provided to the City to review in a booklet format. We want to assure that all site furnishings comply with the City's current inventory and/or will be acceptable to the City for the long haul.

6. The irrigation plans will be prepared by our in-house Certified Irrigation Design team. We will review with City Staff all proposed equipment to be incorporated into the design of the irrigation system.

7. Schematic Planting Plans with all necessary photo and plant descriptions will be provided. Plant suitability, maintainability, drought resistance, and reliability will be primary concerns.

8. All of the design teams plans will be reviewed with the City Staff (all departments required) on a regular basis.

9. All of the design team's plans will be reviewed with the City Staff (all departments required) on a regular basis.

10. Continuous cost estimate updates from Cumming will be presented as required.

11. We will attend all meetings as required during this phase of the project (No limit).

12. TKE Engineering will perform a survey of the necessary areas; these areas are those that require additional information for design. Right-of-way Surveys with relation to utility conflicts will be performed where required.

TASK 9 - DESIGN DEVELOPMENT PHASE - DELIVERABLES

- PDF copies of all documents
- Regular e-mail progress updates and ongoing coordination documentation
- 6 sets hard copies of each submittal (50% level)
- Documentation of QA/QC Plan Implementation
- Update project-specific website and social media pages
- Spreadsheet identifying sustainable concepts and materials.
- Preliminary Cost Estimates (updated throughout project)
- 50% Draft Technical Specifications (Word)

TASK 10 - CONSTRUCTION DOCUMENTS

Upon receipt of approval of the Design Development portion, we will continue preparation of the Construction Documents. The plans will continue the concepts of low maintenance, vandal resistance, attractive and practical design solutions.

1. CIVIL ENGINEERING PLANS: TKE Engineering will prepare and process a fine grading plan for construction of finished grading, horizontal control, playground areas, signing and striping plans and water plans, bio-swales and dust control plans. Cut and Fill earthwork calculations will be prepared at the 50% point and again at the 80% submittal. The plans will be at a scale of 1"=30' and indicate detail finish grading, ADA access to parking areas, drainage devices, sidewalks and swales.

   TKE Engineering will prepare a Storm Water Pollution Prevention Plan (SWPPP). A SWPPP will need to be prepared and submitted to the Regional Water Quality Control Board. The SWPPP Manual will be prepared in accordance with the National Pollution Discharge Elimination System (NPDES) guidelines. The SWPPP Manual will be developed and certified by a Qualified SWPPP Developer (QSD). It is assumed that the client and/ or the Contractor will retain an on-site Qualified SWPPP Practitioner (QSP) for implementation and monitoring of the SWPPP Manual, including all effluent sampling and reporting. Upon completion of the preparation of the SWPPP Manual, a digital pdf will be provided to the client and Legally Responsible Person (LRP). One (1) hard copy of the SWPPP will be provided to be kept on-site during construction. This category does not include any City fees associated with submittal. Once the SWPPP is uploaded, approved, and fees have been paid, a Notice of Intent (NOI) will be issued and forwarded to the Client for their records. Mitigation options for reducing erosion will be shown on an erosion control plan, or on the precise grading plan.

2. CONSTRUCTION DRAWINGS: Construction Drawings will include site plans and details (will locate by dimensioning all project elements as approved in the Final Master Plan - including restroom facilities, picnic structures, tool sheds, playgrounds, site furnishings, backstops etc.). Plans will identify recommended suppliers and products, with emphasis given to local sources, sustainable concepts, recycled/ recyclable materials, and durability of products.

3. IRRIGATION PLANS: We will prepare complete irrigation plans. All elements of the system will be designed to carry optimum amounts of water to irrigate the affected sites. Full detailing of all equipment will be included. Vandal resistance, durability, serviceability, reliability, water conservation, reclaimed water options, efficiency and, most importantly, consistency with City standards will be our primary concerns.

4. PLANTING PLANS: Complete Planting Plans with all necessary details will be provided. Native and naturally sustainable species will be of primary importance in the plant selection process. Planting options for students and the community will be included.

5. ELECTRICAL: Complete Electrical Plans with all necessary details will be provided. We will be evaluating all of the latest technologies including solar, low voltage, LED systems to produce the most efficient and long term solutions for the County.

6. SPECIFICATIONS: Specifications detailing materials and workmanship for all of the above items will be provided as required.

7. COST ESTIMATES: Final estimates of probable costs will be prepared with Cumming providing regular value engineering recommendations.

8. DOCUMENT PROCESSING: We will submit the documents for City and various City approvals. We will review documents and make all necessary corrections.

9. MEETINGS: We will attend all meetings as required during this phase of the project (No limit).

10. FINAL DOCUMENTS: After final approval, 24" x 36" mylars shall be submitted to the County along with a hard copy and an electronic copy of the plans and specifications for bidding purposes. All deliverables as identified in the County's RFP will be provided at a minimum.

TASK 10 - CONSTRUCTION DOCUMENT PHASE - DELIVERABLES

- PDF copies of all documents
- Regular e-mail progress updates and ongoing coordination documentation
- 6 sets hard copies of each submittal (90% and 100% level)
- Documentation of QA/QC Plan Implementation
- Update project-specific website and social media pages
- Spreadsheet identifying sustainable concepts and materials implemented, adherence to Grant parameters, etc.
- Preliminary Cost Estimates (updated throughout project)
- 90% Draft Technical Specifications; 100% Final Technical Specifications
- Spreadsheet identifying community volunteer opportunities
- CAD files of all pertinent drawings

TASK 11 - BIDDING/ CONSTRUCTION PHASE

1. We will provide the City with criteria for the qualification of specialty subcontractors for focus areas of the parks. Our team will assist the City in determining the qualification of listed subcontractors. We will coordinate pre-qualification of specialty subcontractors, if requested by City.

   When the project goes out for competitive bidding, we will assist the City in the bid process, distributing bid packages, noting direction given to contractors, respond to Requests for Information and other questions asked. We will provide follow-up clarifications or addendum items.

3. We will attend and chair the pre-bid meeting and provide written minutes and follow up information as required.

4. We will assist the City in obtaining and evaluating bids as required.

5. We will assist the City with construction administration assistance for specialty areas where specific technical expertise is required in determining conformance to design concepts and approved plans and specifications.

6. Based on our observations at the site and on the contractor's application for payment, we will assist in determining the amount owed to the contractor. We will review job drawings, as- builts, RFI's samples and other submissions of the contractor for conformance with the design of the project and for compliance with the information given in the conformance contract documents.

7. We will review change orders and submittals for approval and issuance by the City. We will respond to requests for information from the contractor, issue field bulletins and requests for quotations.

8. We will review as-builts and assist in the reproduction of the as-built information on disc.

TASK 5- BIDDING/ CONSTRUCTION PHASE - DELIVERABLES

- PDF copies of all documents (field reports, etc.)
- Preparation of Architect's Supplemental Instructions (ASI) as needed.
- Prepare as-built/ record drawings
- CAD files of all pertinent drawings

DESCRIPTION OF SERVICES - SURVEYS
FIRST CARBON SOLUTIONS

Section 1: Methodology and Approach

FCS' organizational and management approach to the work required by the City will be focused entirely on acting as a supportive partner to the City and Master Plan Consultant. We have built our team around this philosophy, with the intention of fully understanding the City's objectives and goals, streamlining communications and aligning our expertise to the specific work requirements found in each task.

FCS is poised to initiate work with the City in preparation of associated technical studies.

FCS is prepared to take responsibility for the following tasks to assist the City to the extent presented in the scope of work below:

- Initiation and organization
- Data compilation
- Impact assessment
- Development of mitigation measures
- Compilation and distribution
- Response to public comments on the Draft Studies
- Public meetings and hearing attendance
- Assistance in the coordination between the City and the FCS project team
- Preparation of a mitigation monitoring and reporting program

Report format and content will be in full compliance with CEQA Guidelines (prepared by the City). Studies organization will include a comprehensive and easy to read executive summary, existing conditions, impacts, and mitigation measures addressing required issues. We will supplement text with graphics and summary tables to present information in a concise and easy-to-understand format.

The proposed scope of work that follows is organized into major tasks, and substantially conforms to the City's needs as outlined in the RFP. Refinements to the scope of work, budget, and project schedule will be discussed during the initial task, if needed.

FCS will make use of existing documentation, as appropriate, such as the Rialto Park Master Plan and the City General Plan.

Work Plan

Task 1: Project Initiation and Organization

The FCS Studies Management Team including Project Director, Michael Houlihan, Project Manager, Christine Jacobs-Donoghue, would attend the Project Kick-off meeting and meet with City staff in support of the Studies, either in conjunction with the Master Plan kick-off, or in a separate meeting.

FCS's Studies Management Team will meet with the City in support of Studies and planning work commencement. Importantly, we will also establish early communication/communication protocols among various project team members and become more familiar with the issues and concerns identified for analysis.

Commencement of the Studies work will occur in two key phases and be discussed at the kick-off meeting:

- The first phase involves documentation of the environmental site conditions to provide input for the opportunity and constraints plan, and initial context for technical reports and Studies analysis. This work would require confirmation of the project footprint. Thus, discussion would include the availability of information regarding the existing sites, confirmation of the project footprint, site access, and the information that the Studies team will need to provide in support of the opportunity and constraints plan.

- The second phase involves impact analysis of the proposed Master Plan. Thus, this phase would commence following identification of the proposed Master Plan to be evaluated. Nonetheless, it is useful to discuss early the information that will be needed by the Studies Team to develop a complete project description that allows for preparation of a Notice of Preparation of Draft Studies, sufficient evaluation of impacts, and development and evaluation of alternatives under CEQA.

Components of a complete project description include required entitlements, project objectives, phasing, the timing and methods of construction, and infrastructure improvements that may be required. FCS will work closely with the City and design team, to prepare a description that articulates the overall objectives of the project.

Other topics of discussion during the kick-off meeting include:
- Relevant agencies and stakeholders.
- Confirmation of the project schedule.
- Obtain all existing technical reports, reference and research materials related to the project, the project sites and vicinity, including base maps, aerial photographs, and environmental documentation, if appropriate.

As appropriate, FCS will provide a list of information needed in support of the Studies.

As part of this task, FCS will also conduct an initial site visit to photo-document the sites and provide context for the balance of work.

Task 2: Notice of Preparation of a Draft Studies and Public Scoping

Notice of Preparation
FCS will prepare the Notice of Preparation (NOP) to meet all the requirements set forth in Section 15082 of the CEQA Guidelines.

Because a Studies has been determined to be appropriate for this project, no Initial Study is required under CEQA. Instead of preparation of an Initial Study, FCS recommends that both the Studies and the Notice of Preparation (NOP) include a brief discussion of those issues that would not expect to be impacted by the project. Those issues include agriculture and forestry resources, mineral resources, and population and housing.

The NOP will include the City's NOP form, a project description, discussion of the issues to be evaluated in the Studies, and exhibits (location map and site plans). FCS will distribute the NOP to the State Clearinghouse, responsible agencies, affected jurisdictions, and other interested parties as may be required via certified mail or overnight delivery.

Public Scoping Meeting
FCS will attend and facilitate a public scoping meeting. FCS will provide a brief presentation (if desired), handout materials on the CEQA process, monitor comments received, and answer questions as directed by City staff. Inputs will be used to focus the issues to be addressed in the Studies. The written comments will be included in the Studies Appendices.

After the receipt of public comments on the NOP as well as at the public scoping meetings, FCS will inform City staff if the current scope of work for the environmental documentation is adequate or if it will need revision.

Deliverables
- Draft and Final Notice of Preparation (NOP) (electronic submittal)
- Draft and final NOP distribution list (electronic copy).
- NOP; up to 60 copies distributed to the State Clearinghouse and other interested parties.
- Scoping meeting presentation (electronic copy).

Assumptions
- The City will publish any required newspaper notifications.
- The City will arrange for a scoping meeting room and equipment.
- The City will provide sign-in sheets if desired.

Task 3: Prepare Administrative Draft Studies

The Administrative Draft Studies will be based on existing documentation, research, field investigation, and project-specific analysis. FCS and its subconsultants will review the information available in the existing Rialto Park Public Access Enhancement Plan (Public Works Plan) Final Studies, published in August 2010, and incorporation information into the Administrative Draft Studies, as appropriate.
The Administrative Draft Studies (ADStudies), will include the following contents:

Executive Summary
This section will provide a comprehensive summary of the Studies for those that may not want to read the Studies. Content will be summarized and presented in both narrative and tabular formats as appropriate, and include:

- Brief introduction/purpose
- Concise project description including project objectives and entitlements
- A tabular summary of impacts and mitigation measures
- A summary of the alternatives analysis
- Any significant and/or unavoidable impacts

Project Description
One of the first key actions will be to formulate a working description of the project and project alternatives. Expanding on the Project Description developed for the NOP, FCS will work with the City and design team to prepare a description that articulates the project's overall objectives. FCS will prepare the project description section of the Studies, based upon information provided during project initiation and comments received on the NOP, to include:

- Regional and local setting
- Project history
- Project goals and objectives of the City
- Project characteristics and important project features

Intended uses of the Studies (as required by CEQA Guidelines Section 15124(d)) will be provided, including a list of responsible and other agencies expected to use the Studies in decision making, and a list of approvals for which the Studies will be used.

Cumulative Projects Identification
FCS will describe the reasonably foreseeable projects within a City-approved defined study area that may result in cumulative impacts associated with the proposed project. FCS will work closely with City staff to ensure the Studies is prepared at the appropriate level of detail and pertinent projects are evaluated. As identified above, we assume the City will provide information on all reasonably anticipated projects to FCS, so cumulative projects can be adequately addressed. If appropriate, FCS will coordinate with the adjacent jurisdictions (Los Angeles County) to obtain project information.
Cumulative projects may be defined within a specified area around the project sites as (1) projects constructed, but not occupied; (2) projects approved, but not constructed; (3) pending projects for which pre-filing or filing of an application with its respective lead City has occurred; and (4) anticipated or announced projects for which no application has yet been filed with the lead City. However, note that the geographical extent of the evaluation area for cumulative impacts would vary, depending upon the technical issue(s) to be addressed. For instance, the evaluation area for air quality encompasses the local air basin, while the evaluation area for traffic encompasses the local roadway network. Cumulative projects will be discussed for each technical issue. Growth-inducing impacts will be evaluated separately in the Studies.

Effects Found to be Not Significant

FCS will describe effects found not to be significant, in accordance with CEQA Guidelines Section 15128, by listing them with brief explanations of why they are not significant. Given the condition of the project site and the nature of the proposed project, FCS assumes the following environmental issues will result in no significant impacts and can be justifiably "scoped out" of the Studies:

- Agricultural and Forest Resources
- Mineral Resources
- Population and Housing

The above issue areas would then be "scoped out" due to impacts being negligible. These issue areas would then not require evaluation in the Studies.

Establishment of Thresholds of Significance

FCS will work with the City to establish thresholds of significance for each environmental issue to be addressed in the Studies. In addition to the general standards of significance identified in the CEQA Guidelines, there are established thresholds applicable to this project including, but not limited to, air quality (South Coast Air Quality Management District [SCAQMD]), hydrology and water quality (City, Regional Water Quality Control Board), noise (City), traffic (City and Caltrans), and energy (Appendix F, Energy Conservation, CEQA Guidelines). The thresholds will be stated in each topical section of the Studies to clearly illustrate analytical process used to identify potential project effects.

Effects Identified as Potentially Significant

FCS will conduct an environmental analysis of the proposed projects to include the documentation of baseline conditions, evaluation of project and cumulative impacts, and formulation of mitigation measures for each environmental issue.

We have included in this scope of work technical evaluations for analysis of Air Quality, Greenhouse Gas, Biological Resource, Cultural Resources, Geotechnical, Hazardous Materials, Noise, Traffic, Hydrology, and Water Quality to be prepared by FCS and its subconsultants in support of the Studies impact analysis. The FCS project team will address the topic areas in the Studies, as described below.

Aesthetics, Light, and Glare

The surrounding land use and project setting include the existing Frisbie and Cactus/Randall Park, open space, 210 Freeway and residential land use. FCS will evaluate the existing aesthetics, light, and glare conditions within and near the project sites and evaluate potential impacts that may occur from the proposed project. The proposed project's aesthetic impacts will be evaluated through the use of the existing condition, architectural renderings, elevations and visual simulations from the project architect. Visual impacts will be assessed in terms of visibility of the project, alteration of the visual setting, and sensitivity of viewpoints. Potential glare impacts from operation of the proposed projects, including scale and illumination in relation to existing development, will also be evaluated.

Air Quality and Greenhouse Gas Analysis

The City of Rialto is located within the South Coast Air Basin, which is under the jurisdiction of the South Coast Air Quality Management District (SCAQMD). Pollutants of concern include ozone, sulfur oxides (SOX), particulate matter (PM) and carbon monoxide (CO).

A comprehensive air quality and greenhouse gas analysis will include an evaluation of both localized and regional short-term (construction) and long-term (operation) emissions. The analysis will answer the California Environmental Quality Act (CEQA) guidelines Appendix G checklist questions for air quality and greenhouse gases, as further detailed below.

Background Information

The report will contain background information, including a description of air pollutants, a description of greenhouse gases, the regulatory environment surrounding air pollution and climate change, potential impacts of climate change, and the existing air quality conditions in the project area.

Estimate Air Pollutant and Greenhouse Gas Emissions

Emissions associated with construction and operation will be estimated using CalEEMod and/or OFFROAD2011. The pollutants that will be estimated include the following: volatile organic compounds (VOC), oxides of nitrogen, carbon monoxide, sulfur dioxide, particulate matter (PM10 and PM2.5), carbon dioxide, methane, and nitrous oxide. Air pollutant emissions will be compared with air quality standards and the SCAQMD regional significance thresholds. Greenhouse gas emissions will be compared with the SCAQMD's draft thresholds. The construction emissions analysis will assess the impacts from all construction activities anticipated for the site such as grading, site preparation, building construction and paving. The analysis of project operations will assess the impacts from increases in activities facilitated by improvements identified for the project site. For park projects this normally includes vehicle trips related to new recreation facilities such as sports fields, picnic areas, hiking and bicycling trails, etc. and energy use from structures and lighting.

Localized Significance Threshold Analysis for Construction

There are two methods by which to conduct the localized significance analysis. One method is to compare the onsite emissions to the relevant localized thresholds from the SCAQMD's look up tables for the project's source receptor area. The second method consists of dispersion modeling wherein pollutant concentrations are estimated at nearby sensitive receptors using the U.S. EPA AERMOD model and, with ambient background concentrations, are compared with the concentration-based federal and state ambient air quality standards. Based on the type of project and anticipated project components, the project construction activity is assumed to be limited in scope and duration. Therefore, FCS anticipates that using the SCAQMD's look up tables are sufficient to analyze the project's potential localized impact. If it is discovered that the look up tables would be inappropriate for determining potential significance during the course of impact analysis, FCS will provide a separate scope of work and cost for preparation of criteria pollutant dispersion modeling.

Emissions Reductions and Significance Findings

If necessary, project design features and mitigation measures will be identified that would reduce impacts. Any reduction of emissions from these measures will be quantified. Significance findings will be addressed before and after mitigation for all potential impacts.

Air Quality and Greenhouse Gas Evaluation

The Air Quality and Greenhouse Gas evaluation will be prepared to comply with CEQA requirements. Mitigation measures will be provided, if needed. Modeling results and similar technical data will be provided in a technical appendix to the Studies. The analysis will be incorporated directly into the applicable Studies sections.

Data Needs - The data needs will depend on the new improvements identified in the Frisbie and Cactus/Randall Park planning area. Emissions estimates require identification of the area that will require active grading, area to be paved, and soil movement and the square footage of any structures proposed. Operational emissions related to new events and increase park usage requires estimates of vehicle traffic. Typical information required for a detailed analysis includes the following (default values can be used if project specific information is not available):

- Phase lengths of construction, including any overlapping of phases
- Construction equipment type, horsepower, and estimated hours of operation per day (if known)
- Employee, Equipment and Soils Hauling, and Vendor (materials) trips per phase (if known)
- Onsite and offsite soil movement, in cubic yards (if any)
- Operational internal-combustion equipment (if any) and estimated hours per day of operation.
- Operational trip generation related to new facilities included in the project.
- Description of any sustainability, water conservation, or energy conservation measures to be

Biological Resources

FCS will conduct research, coordination, and field investigation leading to preparation of a Biological Resources Assessment Report, as further detailed below. The findings of the report will be summarized in the Studies.

Literature Review

Prior to the field survey, FCS' biologist will review existing information for the project site, including the Parks and Recreation Master Plan and biological resources reports for projects located within the vicinity of the project site within the City of Rialto. The focus of the review will be on known or potential occurrences and habitats of federally or state listed threatened or endangered species, specifically, coastal California gnatcatcher (Polioptila californica californica) and least Bell's vireo (Vireo pusillus bellii). The review will also address any other sensitive habitat as well as other potentially significant biological resources that may occur within the project site. A query of the California Natural Diversity Database (CNDDB) will also be conducted for the topographic quadrangle map the project site occurs in. Recent aerial photographs and topographic maps will be reviewed. The information obtained during this task will serve to establish the parameters of the reconnaissance-level survey.

Biological Resources Assessment Survey

Following the literature review, the project site will be visited to verify existing biological resources onsite, including habitat types and the potential to support federally and state listed plant and wildlife species. The project site will specifically be evaluated for potential habitat to support coastal California gnatcatcher and least Bell's vireo. FCS will also identify the project sites general biological resources, and further describe the plant communities and wildlife habitats occurring within the project site. The general distribution of plant communities and wildlife habitats will be mapped to graphically represent the existing site conditions. The field survey will focus on determining suitable habitat for sensitive plant and wildlife species as well as any sign of wildlife movement through the project site and linkages to important habitat. Photos will be taken to further document the biological resources of the site. The site visit will also include evaluation of the City of Rialto designated Environmentally Sensitive Habitat Areas (ESHA).

If during the field survey FCS staff discuss a sensitive plant or wildlife species present that may be impacted, or if there are U.S. or California waters present on site, and may be impacted, FCS will provide a scope of work and budget to provide a specific survey.

Biological Resources Assessment Report

A biological resources assessment report will be prepared that summarizes the findings from the reconnaissance-level survey and will include a detailed description of the existing conditions within the project site. A list of plant and wildlife species identified within the project site will be compiled in a species compendium. The report will specifically address all required CEQA checklist items including sensitive species, sensitive habitats, wetlands or other waters, wildlife movement corridors, City of Rialto ordinances or policies, and existing HCPs or NCCPs. The report will also focus on the potential for project related impacts on nesting birds protected under the Migratory Bird Treaty Act (MBTA).
FCS will provide the Client with an electronic draft version of the letter report for review and comment, within four weeks following the biological resources and habitat assessment survey. The Client will be allowed one set of revisions to the MSHCP Consistency Analysis Report, and upon receipt of comments, if any, FCS will finalize the report. Once the report is finalized, the Client is entitled to two hardcopies of the report. Any additional hardcopies may incur additional fees.

Cultural Resources

FCS will conduct research, coordination, and field investigation leading to preparation of a Cultural Resources Report, as further detailed below. The findings of the report will be summarized in the Studies.
SCCIC and NAHC Record Searches
FCS will request a records search at the South Central Coastal Information Center (SCCIC) located at CSU, Fullerton in Fullerton California. The record search will include a review of the National Register of Historic Places (NR), the California Register of Historical Resources (CR), the California Inventory of Historic Resources, the California Historical Landmarks, the California Points of Historical Interest listing, the Historic Property Data File (OHP current computer list, 2014), historic maps, and other pertinent historic data.

A letter will be sent requesting the Native American Heritage Commission (NAHC) search their Sacred Lands File and provide recommendations on any Native American concerns. FCS will also request a list of interested Native American tribal members who may have additional information about the project area. On the basis of information received from the NAHC, a letter will be sent to specific tribal entities requesting additional information from them about the proposed project area.

Cultural Resource Field Survey and Building Evaluation

A pedestrian field survey will be conducted for the 83 acre project area by a FCS Project Archaeologist(s) utilizing standard 15-20 meter transect intervals and will include all portions of the project area, where possible.

Review of historic maps and modern aerial photos of the project area indicate a drainage extending north/south within Marle Canyon. Because waterways were typically utilized by Native Americans, this area is considered sensitive for Native American resources and may be a likely area for prehistoric resources. As such, special attention will be given to the areas along banks of this drainage.

Review of historic aerials dating back to the 1950s indicates that there was a water tank within the project area and that water tank appears to be present today. Because of its age, over 45 years old, it will need to be evaluated for historic significance and recorded on appropriate DPR forms. It is assumed that the water tank will not be found to be historically significant.

Completion of DPR Forms for One Structure

FCS is assuming one (1) structure will require evaluation and recordation. If additional structures or cultural resource sites/features are found during the course of the field survey, and if completion of additional DPR forms is required, a fee modification would be required.

Cultural Resource Phase I Report

A cultural resource report will detail the results of the field investigation, record searches, building evaluations, and any additional resources discovered. The report will meet Office of Historic Preservation (OHP) standards for Phase I Cultural Resource studies. The Phase I Report will include recommendations for further study and/or mitigation within the project area, as needed.

Noise Analysis

FirstCarbon Solutions will prepare a technical noise analysis to evaluate project-related construction and operational noise impacts on surrounding land uses. The analysis will be wholly contained in the Studies and the supporting technical data will be appended to the document. To perform this analysis, the following tasks are required.

Compile and Summarize Background Information

The general characteristics of sound and the categories of audible noise will be described. The regulatory framework related to noise, including applicable federal, State, and City plans, policies and standards will be summarized. The Existing noise environment of the project vicinity will be described and traffic noise levels on surrounding roadways will be documented through modeling. Noise sensitive uses and existing stationary noise sources in the project vicinity will be identified.

Conduct Construction Noise Impact Analysis

Construction of the project would require the short-term operation of heavy equipment in the vicinity of nearby residential land uses. The construction noise impact will be evaluated in terms of maximum levels (Lmax) and/or hourly equivalent continuous noise levels (Leq) and their frequency of occurrence. Noise analysis requirements and thresholds of significance will be based on the sensitivity of the project area and the local noise ordinance specifications.

Conduct Operational Noise Impact Analysis
A quantitative assessment of noise impacts from project specific and cumulative vehicular traffic trips will be performed. Traffic noise impacts will be assessed using the U.S. Federal Highway Traffic Noise Prediction Model (FHWA-RD-77-108, December 1978) for up to 10 roadways. Required model input data include without- and with-project average daily traffic volumes on adjacent roadway segments, day/night percentages of autos, medium and heavy trucks, vehicle speeds, ground attenuation factors, and roadway widths. Projections of the future Community Noise Equivalent Level (CNEL) along up to fifteen selected roadway segments, based on the traffic study to be prepared for the project, will be provided in a table format to show the distance/contour relationship. Potential noise impacts on sensitive receptors in the project vicinity from project-related stationary noise sources, such as parking lot and recreational activities, will also be evaluated.

Summarize Noise Reductions and Significance Findings
Mitigation measures designed to reduce short- and long-term noise impacts will be identified where appropriate. Both an evaluation of the potential mitigation measures and a discussion of their effectiveness will be provided.

This technical analysis for potential noise impacts will be directly incorporated into the Studies, with noise monitoring readouts and modeling data being placed in the Appendices. This task does not include the preparation of a separate, standalone technical noise study.

Geology, Soils, and Seismicity - John Byerly Inc.

The Parkland site is comprised of an elevated terrace above bluffs that face the ocean. The upper portions of the property slope gently to the south from Pacific Coast Highway. A relatively steep canyon area crosses the western portion of the property. The bluffs along the south side of the property are also relatively steep and reach heights of over 75 feet. Regional geologic maps indicate that the upper portions of the property are underlain by Quaternary age non-marine terrace deposits, typically consisting of moderately consolidated silt, sand, and gravelly sand. The terrace deposits are underlain by older Tertiary age sedimentary rocks of the Modelo Formation, which include mudstone, shale and siltstone. Geologic maps indicate the bluff slopes include areas of slumping and landsliding. Seismic hazard maps indicate the steep bluff and canyon slopes are susceptible to landsliding during earthquake events. In addition, the active Rialto Coast fault zone is mapped crossing the upper portions of the site.

Ninyo and Moore will prepare a geotechnical report for the project site as further detailed below. The findings of the report will be summarized in the Studies and the report included as an Appendix.

- Review of existing geotechnical data, geologic reports, and other available site specific data regarding the soil and geologic conditions at the site. Existing Fault Evaluation Reports (FER) will be reviewed regarding on-site traces of the Rialto Coast Fault.
- Review of readily available published geologic maps, geologic literature, State Special Studies Zone (fault rupture) maps, State Seismic Hazard (liquefaction and slope stability) maps, landslide hazard maps, tsunami hazard zone maps, historic earthquake data, aerial photographs, and in-house information.
- A geologic reconnaissance of the property by our engineering geologists. Geologic exposures along the bluffs and canyon areas will be mapped and topographic features will be evaluated with regard to geologic conditions and slope stability.
- Subsurface geologic exploration to develop preliminary data regarding geotechnical conditions, geologic structure and slope stability. Five large diameter exploratory borings will be drilled to depths of approximately 50 to 75 feet, or refusal, whichever is shallower. The borings will be downhole logged by our geologists. Bulk and relatively undisturbed samples will be collected at selected depths. The borings will be backfilled after drilling with on-site soil.
- Laboratory testing of representative samples to evaluate in-situ moisture and density, gradation, Expansion Index, direct shear strength and soil corrosivity.
- Preparation of geologic cross sections and preliminary evaluation of slope stability.
- Compilation of geologic background data, field exploration and laboratory test results to evaluate potential geologic hazards and site geotechnical constraints for preliminary planning purposes. Preliminary mitigation measures will be presented suitable for master planning and support of the project Studies.
- Prepare GIS based illustrations for our technical report and incorporation in the Studies documents. Illustrations will include regional geologic maps, Special Studies Zones (fault rupture) maps, Seismic Hazard Zones (liquefaction and slope stability) maps, and other hazard zone maps.
- Preparation of a written technical report presenting our findings and our conclusions and recommendations relative to potential geologic and seismic hazards and appropriate mitigation methods.

Hazards and Hazardous Materials—Envirocheck

Envirocheck will prepare a Hazardous Materials Assessment for the project sites as further detailed below. The findings of the report will be summarized in the Studies and the report included as an Appendix.

The objective of the Hazardous Materials Assessment (HMA) will be to evaluate if hazardous materials or other adverse environmental conditions are present due to past or present uses of the Project site and/or properties in the project vicinity and will include the following tasks:

- A site visit to visually evaluate site characteristics for possible contaminated surface soil or surface water, improperly stored hazardous materials, and possible sources and indications of site contamination from activities at the Project site.
- A site vicinity reconnaissance to evaluate characteristics of properties adjacent to the project area for possible hazardous materials influences on the project. Properties adjoining the site will be observed from public rights-of-way.
- Review of previous environmental reports regarding the sites will be reviewed, if provided by the client.
- A review of a computerized database search provided by Environmental Database Resources of readily available government and regulatory City environmental lists for the site and for properties located within approximately ¼ mile of the project site. The objective of the database search will be to evaluate locations where hazardous materials may have been used or stored and their possible effects on the site. On-site listings of possible concern will be further evaluated by reviewing readily available on-line environmental documents for the site from regulatory agencies. Our scope of services does not include review of regulatory City files for off-site properties. Locations of properties of concern will be shown on a map of the site vicinity.
- Review of site and adjacent historical land use to provide an overview of past uses that likely involved the use or storage of hazardous materials. Information that will be used to review the site history will include readily available historical aerial photographs, and historic United States Geological Survey Topographic Maps. Envirotech will attempt to note historical site uses involving the use or storage of hazardous materials from the time when the site was undeveloped or agricultural.
- Prepare an HMA report for inclusion in the Draft Studies. The report will provide a site location map, site visit notes, an environmental database search report, site photographs, and a discussion of findings and conclusions regarding the current environmental condition of the site including the presence of hazardous materials in the project area, possible impacts to the project, and mitigation measures.

Please note that the environmental evaluation does not include subsurface exploration, soil or water sampling, chemical analysis, or evaluation of lead, radon or asbestos.

Hydrology and Water Quality—TKE Engineering

Preliminary Hydraulics/Hydrology Study

Prepare an existing condition hydraulics and hydrology study for the property. The study will document the existing drainage patterns within the property, noting offsite flows entering the project sites, and determine the volume of runoff leaving the project's drainage areas. The study will also review the proposed 2 alternative park designs for drainage considerations, volumes and proposed facilities.

Preliminary Water Quality Management Plan

Prepare a Preliminary Water Quality Management Plan (PWQMP) in conformance with Regional Water Quality Control Board (RWQCB) requirements for inclusion in the Environmental Impact Report (Studies). NPDES permitting requires post-construction Best Management Practices (BMPs) to be implemented for new developments and significant redevelopment, for both private and public City projects. The report is intended to identify potential post-project pollutants and hydrologic impacts associated with the development; identify proposed mitigation measures (BMPs) for identified impacts including site design, source control and treatment control post-development BMPs; and identify sustainable funding and maintenance mechanisms for the aforementioned BMPs.

Project Management, Meetings and Coordination

Provide project management; attend meetings with Client, Client's other consultants, and agencies. Coordinate with Client's other consultants, including providing base plans.

Land Use

FCS will review the policies and plans that are applicable to the proposed project (i.e., Land use designation, zoning, General Plan policies and applicable ordinances) and determine the proposed project's consistency with these policies and plans. Project consistency with relevant policies of the City of Rialto General Plan will be evaluated in a matrix. Project compliance with City's Zoning Ordinance development standards will also be addressed.

Public Services and Utilities

FCS will evaluate the potential impacts on police protection, fire protection, sewer facilities, water facilities, and solid waste facilities from project implementation. Since the proposed project includes non-residential uses and these uses are not expected to induce substantial housing growth, potential impacts on school facilities are expected to be less than significant; however, these will be evaluated in the Studies. As the project would provide recreation resources, impacts are expected to be less than significant. However, the recreation impact analysis may also provide useful context for the evaluation of project alternatives that provide differing recreation facilities.

For police and fire services, FCS will consult with the affected service providers to assess the potential impacts of the proposed project. FCS assumes that the project civil engineer will provide sewer and water infrastructure information as well as the adequacy of the existing and proposed facilities to serve the proposed project. FCS will assess anticipated impacts and recommend appropriate mitigation measures.

Traffic and Transportation - Kunzman Associates Inc.

Kunzman Associates will prepare a project-specific traffic analysis as further detailed below. The results of the analysis will be summarized in the Studies and the traffic report will be included as an Appendix. The traffic report will also support air quality and noise analysis, as appropriate.

Review Site Plan Access Locations and Internal Circulation

- Review project site access locations.
- Assess adjacent roadway general plan classifications, intersection spacing criteria, and driveway spacing criteria.
- Review internal circulation.
- Interface via teleconference with the City/project team (if necessary).
- Make recommendations to City/project team regarding access and internal circulation features (if necessary).

Determine Scope of Traffic Impact Analysis With Governmental City

- Propose project trip generation rates based upon the Institute of Transportation Engineers, Trip Generation, 9th Edition, 2012 and information provided by the City.
- Propose project trip distribution and assignment based upon anticipated trip patterns for the proposed development.
- Determine the study area, including intersections to be analyzed.
- Identify other development projects and ambient traffic growth rate to use in the traffic impact analysis.
- Prepare a proposed scoping agreement/memorandum of understanding for the traffic impact analysis, including assumptions and methodology, for governmental City approval.
- Interact with governmental City staff and finalize traffic analysis scoping agreement/memorandum of understanding as needed.

Inventory Existing Roadway Conditions and Collect Existing Peak Hour Intersection Turning Movement Volume Data

- Procure weekday evening peak hour and weekend mid-day peak hour intersection turning movement counts at up to six (6) study area intersections as necessary.
- Obtain up to ten (10) 24 hour two-way roadway link counts as necessary.
- Conduct a field inventory of (1) intersection traffic control devices, (2) intersection approach lanes, and (3) roadway link through travel lanes for study area.
- Review existing transit service in the study area.

Determine Existing Plus Project Traffic Volumes

- Assign project trip generation and project trip distribution.
- Calculate existing plus project peak hour intersection turning movement traffic volumes at study area intersections.
- Calculate existing plus project daily traffic volumes on study area roadway links.

Determine Cumulative Traffic Volumes for Project Full Occupancy Year, Without Project

- Determine trip generation and trip distribution for other development projects (up to 20 cumulative other development projects as necessary).
- Calculate the background growth component of future traffic volumes.
- Calculate cumulative future peak hour intersection turning movement traffic volumes at study area intersections without project traffic.
- Calculate cumulative future daily traffic volumes on study area roadway links without project traffic.

Determine Cumulative Traffic Volumes for Project Full Occupancy Year, With Project

- Calculate cumulative future peak hour intersection turning movement traffic volumes at study area intersections with project traffic.
- Calculate cumulative future daily traffic volumes on study area roadway links with project traffic.
- Conduct peak hour evaluations of project entrances, including inbound and outbound queue stacking requirements, and traffic signal warrants.

Determine Cumulative Traffic Volumes for General Plan Buildout Conditions, Without Project

- An areawide growth rate shall be used to project buildout traffic conditions.
- Calculate buildout future peak hour intersection turning movement traffic volumes at study area intersections without project traffic.
- Calculate buildout future daily traffic volumes on study area roadway links without project traffic.

Determine Cumulative Traffic Volumes for General Plan Buildout Conditions, With Project

- Calculate buildout future peak hour intersection turning movement traffic volumes at study area intersections with project traffic.
- Calculate buildout future daily traffic volumes on study area roadway links with project traffic.

Prepare Traffic Impact Analysis

- Analyze existing intersection performance based on the Intersection Capacity Utilization and Highway Capacity Manual delay methodologies.
- Analyze existing plus project traffic volumes to determine intersection operation performance.
- Determine traffic improvements needed to serve the above traffic scenario.
- Analyze cumulative future traffic volumes to determine intersection operation performance without project traffic.
- Determine traffic improvements needed to serve the above traffic scenario without project traffic.
- Analyze cumulative future traffic volumes to determine intersection operation performance with project traffic.
- Determine traffic improvements needed to serve the above traffic scenario with project traffic.
- Analyze buildout future traffic volumes to determine intersection operation performance without project traffic.
- Determine traffic improvements needed to serve the above traffic scenario without project traffic.
- Analyze buildout future traffic volumes to determine intersection operation performance with project traffic.
- Determine traffic improvements needed to serve the above traffic scenario with project traffic.
- Review funding sources for study area circulation improvements, including funded improvements.
- Prepare a draft traffic impact analysis report that incorporates findings and all supporting calculations and assumptions.

Task 4: Project Meetings

Meetings will include project coordination meetings and public meetings, and the budget includes attendance and preparation.

Project Coordination Meetings

Project coordination meetings include those needed to generally coordinate and facilitate the Studies process, facilitate the exchange of information, resolve comments, focused coordination with stakeholders, and problem solving. Initial project coordination and attendance of the kick-off meeting is covered in Task 1. A meeting budget is provided, and supports at least 6 in-person meetings, and 6 telephone conferences. Depending on the number and mix of staff participating (e.g. Project Manager, Project Direct, Technical Staff, etc.), additional meetings may be supported. This task includes travel time from the FCS office to Rialto.

Public Meetings/Hearings

Scoping meetings attendance is addressed in Task 2. The FCS Director and Project Manager will also attend up to four (4) public meetings, including Environmental Review Board, Planning Commission and City Council. FCS will be present at public meetings and hearings to develop an understanding of the public's comments and concerns, to answer questions on environmental issues, and make presentations on the Studies as appropriate. Meeting graphics depicting the project and other project description materials are assumed to be provided by the design team. FCS or its subconsultants may attend additional meetings on a time-and-materials basis, with authorization.

Task 5: Project Management and General Support

FCS is firmly committed to developing and maintaining close working relationships with City staff. Emphasis on communication, as well as involvement of FCS directors and senior staff in all projects, results in performance that satisfies project objectives, government requirements, and project needs. Communication is vital to a successful project. FCS will place top priority on working as a partner with City staff, and other project team members, as necessary, during environmental processing of the project. We will help anticipate controversial issues, devise solutions, and provide expert environmental compliance consultation. Understanding the City objectives and ensuring they are reflected in the environmental review and analyses are key aspects of our approach. This scope of work assumes regular interaction with City staff and other project team members, as necessary, and requires frequent information sharing among project team members. A total of approximately 60 hours of FCS time is identified for this task and will be undertaken predominantly by Ms. Christine Jacobs-Donoghue as Project Manager, and supported to a lesser extent by Project Director, Mr. Michael Houlihan.

Tasks Outside of this Scope of Work

Payment of Filing Fees

FCS assumes that City staff or the applicant will file the Notice of Determination with the San Bernardino County Clerk's Office within five (5) business days of Studies certification. The purpose of the Notice of Determination filing is to limit the legal challenge period to 30 days. If a Notice of Determination is not filed within five (5) business days of certification, the legal challenge period defaults to 180 days. The Notice of Determination filing requires payment of the California Department of Fish and Game CEQA filing fee (currently $3,029.75) and a County handling fee (currently $50).

SECTION C: STAFF QUALIFICATIONS

TIMOTHY I. MALONEY, ASLA, CPRS
PRESIDENT / PRINCIPAL-IN-CHARGE

B.S., Landscape Architecture, California Polytechnic State University at San Luis Obispo
Licensed Landscape Architect, State of California, #2110

Mr. Tim Maloney is the President and Founder of Community Works Design Group. Graduating with Honors from Cal Poly, San Luis Obispo, he holds a Bachelor of Science Degree in Landscape Architecture. He is a member of the American Society of Landscape Architects (ASLA), California Park and Recreation Society (CPRS), and the Southern California Turfgrass Council.

Prior to entry into the private sector of the profession, Tim was Assistant Landscape Architect for the City of San Luis Obispo. His varied responsibilities with the City included park design, streetscene design, consultation for the Architectural Review Board and City/ consultant liaison.

The firm's philosophy, "We will exceed your needs," is accomplished by his hands-on approach to each project. As President of the firm, Tim maintains a strong role in the overall coordination of each project. He stresses physical and economical feasibility of the total project, through careful supervision and production coordination from initial design phases through construction implementation.

Tim will be the Project Principal for the projects and work hand-in-hand with the City and the Day-to-Day Senior Project Manager Scott Rice. Tim oversees the office operations and assists in the preparation of the daily and long term scheduling of active projects. Tim is "hands-on" for special projects such as these two projects. Tim was actively involved in the design and planning of Bud Bender Park and was the sole Project Manager for the most recent phases of Frisbee Park. Tim participated in all of the Community Meetings, Task Force Meetings, Neighborhood & Housing Preservation & Beautification Commission Meetings, Recreation & Parks Commission Meetings and City Council meetings for Bud Bender. He and Scott will attend all meetings noted above and there is "never" any additional costs for additional meetings required. It's all part of the process.

Tim and Scott have successfully completed over 200 similar Master Plans thru Construction Documents and Construction Administration for over 65 municipalities throughout the State of California. A listing of some of the more recent projects in provided in Section D: Firm Qualifications (following).

SCOTT RICE, ASLA, LEED AP
PRINCIPAL - SENIOR PROJECT MANAGER

B.S., Landscape Architecture, California State Polytechnic University at Pomona
Licensed Landscape Architect, State of California, #5111

Mr. Scott Rice is a Project Manager with Community Works Design Group. Scott graduated with Honors from Cal Poly Pomona, with a Bachelor of Science Degree in Landscape Architecture. He is a full member of the American Society of Landscape Architects (ASLA). Scott is a LEED Accredited Professional. He currently serves as the Contract Landscape Architect for the City of Highland. Scott is in charge of CWDG's in-house quality control/ quality assurance process.

Scott will be the Day-to-Day Project Manager for the projects. Scott has been with the firm for 14 years and also worked for a National Skate Park design-build firm. He is actively involved in the management of approximately four (4) active park development projects. As we have a solid in-house team to assist both Scott and Tim, the firm only commits to undertake projects which have a high level of community impact. Tim and Scott are committed to continuing our over 30 year working relationship with the City.

GROSVENOR (Bud) W. FISH, Jr.
CIVIL ENGINEER / SENIOR PROJECT MANAGER
California Professional Civil Engineer (P.E.) #C 61342; Certified Energy Manager (CEM) #006411; U.S. Army Lieutenant Colonel (retired)

Engineer's Degree in Civil Engineering, University of Florida, Gainesville, FL
Masters of Engineering in Civil Engineering, University of Florida, Gainesville, FL
Bachelor of Science, U. S. Military Academy, West Point, New York
U. S. Army Command and General Staff College, Leavenworth., KS

Mr. Bud Fish is a seasoned Civil Engineer with an established portfolio of Public Works managerial experience. His expertise stretches beyond municipal work into private and governmental sectors.

As Park Planner for the City of Riverside, CA, Bud managed three large projects at the Goeske Senior Center that included a complete new parking lot, 11,000sq ft. expansion of the center and a 1 MW solar system in the parking lot. At Shamel Park, he finished the swimming pool renovation, new parking lot and lighting, new playground and picnic shelter and pre-engineered restrooms and two new complete little league ball fields.

Bud served as Assistant Director of Department of Building Services, County of Riverside, presiding over four sub-divisions including Architecture and engineering, real property, maintenance, and custodial. He assisted in managing a staff of 250 personnel and an operating budget of $35 Million. Responsible for the County's construction program of $200 Million and additional duties as Energy Manager and ADA Title 2 compliance manager for county owned facilities.

SECTION D. FIRM QUALIFICATIONS

1. LEAD CONSULTANT

COMMUNITY WORKS DESIGN GROUP
(CWDG) A California Corporation
Landscape Architecture - Planning
4649 Brockton Avenue
Riverside, California 92506

Tim Maloney, President (Holds all corporate positions)

All services will be performed from our Riverside, CA office, which is located approximately 10 miles from the park sites and City offices.

Community Works Design Group was established in 1985 and provides municipal planning services throughout the State of California. The firm focuses on Park, Recreation, and Trails Planning projects. CWDG has a ready and available staff of eight highly professional individuals. We draw on three Licensed Landscape Architects, who are LEED Accredited Professionals and CASp Certified, as well as an in-house Civil Engineering, Certified Irrigation Designer/ Certified Landscape Irrigation Auditor.

Community Works Design Group does what its name implies - it assists communities with the design of park projects that "Work". Our focus is on park and recreation projects and has been since day one in 1985.

We come from "your side of the fence". Both Tim Maloney and Bud Fish worked in municipal park and recreation departments. Tim worked for the City of San Luis Obispo as a Park Planner and Bud worked with the Army Corps of Engineers, County of Riverside and City of Riverside for a combined 40 years as a Project Engineer and Project Park Construction Administrator.

Our approach to design and quality control is unique to the industry. Every park design project is assigned one Licensed Landscape Architect as Project Principal, one Licensed Landscape Architect as Project Manager, and one Assistant Project Manager. CWDG realizes that our success is based on our ability to deliver projects on time and within budget.

While there are many similarities between park projects, we have developed an understanding of what it takes for a project to truly stand apart and shine.

2. CONSULTANT TEAM

FIRST CARBON SOLUTIONS
220 Commerce, Suite 200
Irvine, CA 92602
(714) 508-4100
Primary Contact: Mike Houlihan

TKE ENGINEERING, INC. Civil Engineers and Surveyors
2305 Chicago Avenue
Riverside, CA 92507
(951) 680-0440
Primary Contact: Terry Renner, P.E.

THE RESOURCE GROUP - Market Research/Communications
501 E. Orangethorpe Ave, E-204
Anaheim, CA 92807
(714) 695-0303
Primary Contact: Lisa Sato - President

CUMMING - Professional Cost Estimators
15 Enterprise, Suite 255
Aliso Viejo, CA 92656
(949) 900-0446
Primary Contact: Ashok Patel, Manager

JOHN R. BYERLY Geotechnical Engineering
2257 Lilac Avenue
Bloomington, CA 92316
(909) 877-1324
Primary Contact: John Byerly

3. PRIMARY CONTACT INFORMATION

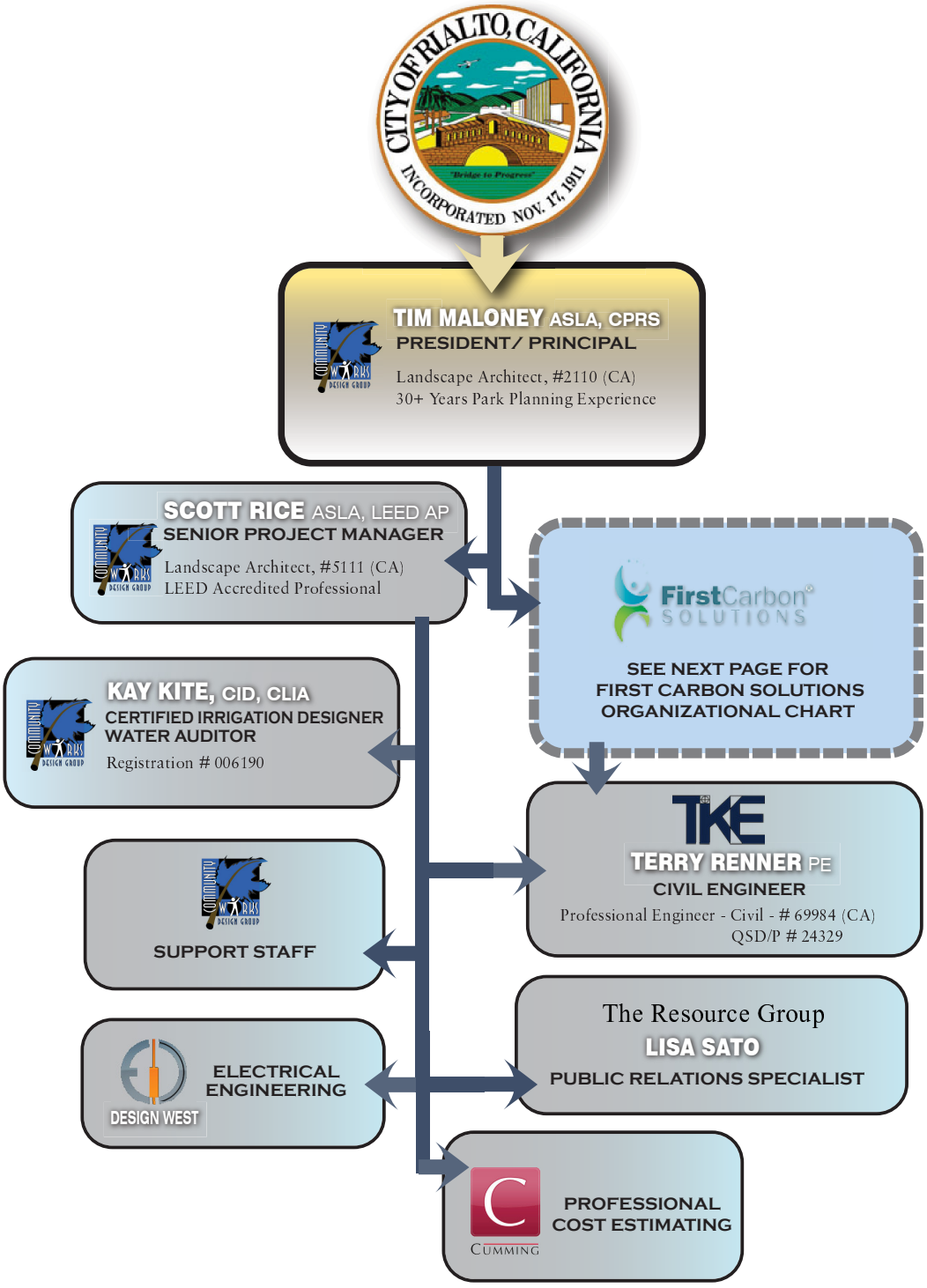
CWDG:	Tim Maloney, Principal, Landscape Architect
	Scott Rice, Senior Project Manager, Landscape Architect, LEED AP
FCS:	Mike Houlihan, Project Director
	Christine Jacobs-Donoghue, Project Manager
Resource Grp:	Lisa Sato, President

4. PROPOSAL VALIDATION

This proposal shall remain valid for a period of not less than 120 days from the date of submittal.

TEAM ORGANIZATIONAL CHART

Our team will have the advantage of a Project Manager whose resources are dedicated to facilitating this important project. The CWDG team will be managed by Tim Maloney, Licensed Landscape Architect, assisted by Scott Rice, Licensed Landscape Architect and LEED Accredited Professional/ CASp pending.



STUDIES ORGANIZATION CHART

RELEVANT EXPERIENCE AND REFERENCES

Community Works Design Group specializes in park and recreation planning and designing recreational facilities for public agencies. These projects range from a wide variety of sports parks to community and neighborhood parks, civic centers, community centers, senior citizen centers, performing arts centers, hospitals, public administration headquarters, public courts and schools. We have assisted with the development of many design projects which are very similar to the proposed park project. We have provided a few project profile sheets on the following pages which have many similar amenities and design concepts of Frisbie and Cactus/Randall Park Developments.

We encourage you to contact any of the following references for a candid assessment of our team's past performance on projects of similar scale and scope:

CITY OF BEVERLY HILLS - Roxbury Park (*Playgrounds, Water Play, Restroom Design, Field & Irrigation Renovation;) 2012-13 Design Budget $95,000 Const. Budget $650,000;*
Coldwater Canyon Park (Passive Park Design); 2012-13 Design: $53,000 Const. Budget $500.000
455 N. Rexford Drive, Beverly Hills, CA 90210
Contact: Steven Zoet, Director of Parks and Recreation or Ken Pfalzgraf Parks Manager (310) 285-2536

CITY OF COACHELLA - Bagdouma Park Expansion *(7 acres - Soccer Field, Play Areas, Restroom, Volleyball, Water Play, Parking) 2012-13 Design Budget $225,000 Construction Budget $2,500,000*
1515 Sixth Street, Coachella, CA 92236
Contact: Jonathan Hoy, City Engineer (760) 398-5744 ext. 134

CITY OF PERRIS - Mercado Park (*3 acres - Restroom - Stage - Amphitheatre, Play areas, Water Play, Parking) 2012-13 Design Budget $156,000 Construction Budget $2,975,000*
101 N. 'D' Street, Perris, CA 92570
Contact: Darren Madkin - Deputy City Manager (951) 943-6100

CITY OF RIALTO - Bud Bender Park *(CDBG Renovation - 9.5 acres - Hardball Fields (2) with lighting, Restroom/Concessions, Parking, Walkway, Basketball, Tennis Practice, Exercise Trail) 2013 Design Budget $170,000 Construction Budget $2,750,000*
335 W. Rialto Ave. Rialto, CA 92376
Contact: Ted Rigoni, PE - Consultant Engineer to the City of Rialto (909) 820-2651

Client: CITY OF PERRIS

Park Name: ***Mercado Park*** *(Prop. 84 Statewide Park Program Round 1 Grant Award)*

Size of Park: *3 acres*

Scope of Work: *Themed Playgrounds, Custom Designed Restroom Building with Integrated Covered Stage, Amphitheatre, Water Play, Basketball Half-Courts(2), Demonstration Garden, Bioswale, Pervious paving at parking, Glass Lithocrete "flower" paving, Flower Shade Shelters; Game Table Plaza*

Design Budget: *$156,000*

Construction Budget: *$2,750,000*

Project Completed: ***2013***

Contact Information: ***Darren Madkin, Deputy City Manager***
City of Perris
101 N. 'D' Street, Perris, CA 92570
(951) 943-6100

"The City of Perris was awarded a state parks grant to build a community park in an under served downtown neighborhood. Community Works Design Group took a conceptual plan developed by the local neighborhood residents and created one of the best facilities in our park system, the recently opened Mercado Park. Their design team worked extremely well with the City staff from design through construction."

Darren Madkin, Deputy City Manager
City of Perris

Client: CITY OF McFARLAND

Park Name: ***Discovery Park*** *(Prop. 84 Statewide Park Program Round 1 Grant Award)*

Size of Park: *12 acres*

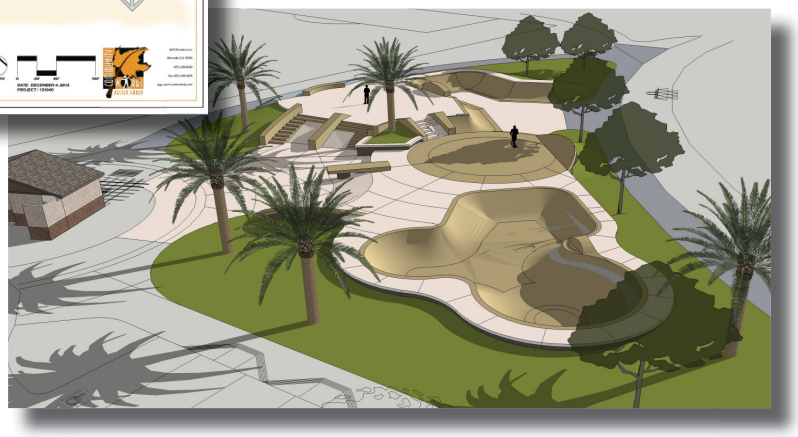
Scope of Work: *Synthetic Soccer Field, Amphitheatre, Play Areas, Water Play, Skate Park, Exercise Stations, Restroom/ Concession Building, Parking*

Design Budget: *$225,000*

Construction Budget: *$8,500,000*

Project Completed: ***Under Construction***

Contact Information: ***John Wooner, City Manager,*** *or* ***Lucille Holt, Grants Director***
City of McFarland
401 W. Kern Avenue, McFarland, CA 93250
(661) 792-3091



"We have been working with Community Works Design Group on our Prop 84 Discovery Park for just a few months now. They have been incredible to work with. They listen and are understanding of the wants and needs and desires of this very important park for our community. We could not wish to work for a more cooperative and understanding firm."

Lucille Holt - Grants Director
City of Mc Farland

JURUPA COMMUNITY SERVICES DISTRICT - various projects

Eastvale Community Park - 65 acres - Phase I complete - Phase II Designed *(Soccer Fields, Softball Complex, lighting, Pre-fab restroom/concessions facilities, playgrounds, Picnic shelters, parking)* **2011-2014**

Design Budget $595,000; Construction Budget $15,500,000

Harada Heritage Park - 32 acre park - Designed and Built in 5 Phases *(Basin Park, Softball/ Baseball Complex, Community Center, Pre-fab restroom, Pre-fab Community Center, Picnic Shelters, Dog Parks, Skate Park, Parking, Batting Cages)* *2003-2013*

Design Budget $475,000; Construction Budget $9,500,000

13820 Schleisman Road, Eastvale, CA 92880

Contact: Ric Welch, Director of Parks, Recreation, and Community Affairs

(951) 772-3524

Right: Harada Heritage Park
Below: Eastvale Community Park

Community Works Design Group has been the City of Highland's exclusive Landscape Architectural firm since 1990. Their commitment to the City is reflected in their quality of work, timely response and customized solutions to our challenges, and overall responsiveness.

Lawrence A. Mainez, Community Development Director
City of Highland

Client: CITY OF COACHELLA

Park Name: ***Bagdouma Park Expansion - Phases I & II***

(2014 APWA Award of Merit Winner - Parks & Trails Category)

Size of Park: *12 acres*

Scope of Work: *Shaded Playgrounds, Basin/ Soccer Field, Water Play, Sand Volleyball Courts, Bioswale, Parking Lot; Barbecues; Covered Picnic Areas, Game Table Pavilion; Pre-fabricated Restroom*

Design Budget: *$225,000*

Construction Budget: *$4,500,000*

Project Completed: ***2013 (Ph. I)***

Contact Information: ***Jonathan Hoy, PE, City Engineer***
City of Coachella
1515 Sixth Street, Coachella, CA 92236
(760) 398-5744 ext. 134

"Community Works Design Group provided exceptional quality park planning and design services for the City of El Paso de Robles. Their community involvement process and park planning expertise created a unique and creative play environment for Sherwood Park and our City. Their ability to engender comments and ideas from those who attended the workshops was amazing. They definitely strived to involve everyone and welcomed their input."

Ditas Esperanza, P.E.,
Capital Projects Engineer
City of Paso Robles

QUALITY ASSURANCE AND QUALITY CONTROL

To assist in the development of accurate plans, specifications and "buildable" projects, we are pleased to have Bud Fish continuing to assist and provide third party review and assistance to our team. Bud joined CWDG after a very successful career as a Civil Engineer and Park Planner with the City of Riverside Department of Recreation and Parks and County of Riverside Building and Safety Departments as well as the Army Corps of Engineers. His "on your side of the fence" approach to projects and depth as well as breadth of projects brings much strength to the team and therefore to the City. Bud has semi-retired from CWDG, but we continue to use his valuable insight and assistance for such important tasks as Quality Control as well as Irrigation Design and Water Management. In addition, his knowledge of the grant process and funding opportunities as well as grant writing bring an added dimension to the team and the City.

In addition we utilize the services of Cumming for review of our construction cost estimating. We have been working with Cumming, a nationally recognized construction management and consulting firm for over ten years on a variety of municipal park planning projects. In addition to reviewing our plans and construction cost estimates Cumming also acts as a second or third set of independent review of our plans and specifications. They will cross check our plans and cost estimates with their and any irregularities will be noted and adjusted.

The CWDG Design Team will proceed with the project immediately upon receiving approval from the City. The project will be our primary concern during its course and will be a high priority. We will be able to devote the deserved attention to your project. We are large enough to complete it on schedule, yet small enough that it will not become lost in the shuffle.

> "We have been working with Community Works Design Group for over 25 years. Their attention to detail and our budget, along with their creativity, have produced successful community projects for us in the past. I am sure it will continue in the future."
>
> Jeff Rigney, Director
> County of San Bernardino, Special Districts Department

SECTION E: PROJECT SCHEDULE - PARK PLANNING

Over the past five years Community Works Design Group has put in place many in-house practices to ensure that our team is providing:

- ☐ On time delivery
- ☐ Projects in budget
- ☐ Complete and accurate plans and specification

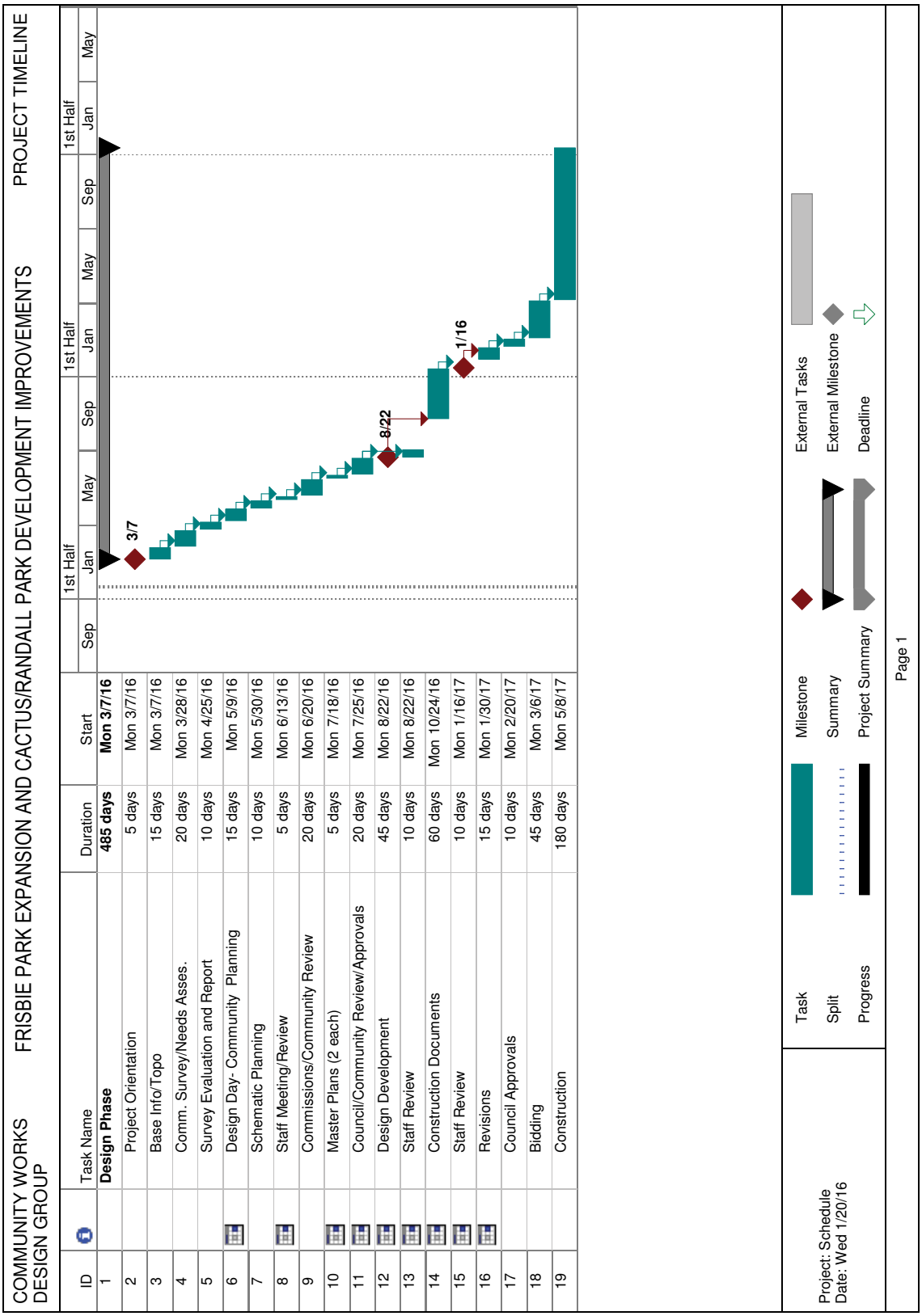
In regards to on-time delivery, we hold our Monday morning staff meeting where every project that is being worked on is discussed. The "hot" projects, or projects that we are actively working on, are noted on our project board with information in regards to whom is the project manager and assistant project manager, what tasks are due and when are they due and what staff will be assisting that week to assure that the project stays on schedule and deadlines are met. The project manager reports to the entire staff in regards to the needs and schedule of the project and staff is delegated to the project for that week on an as-needed basis. The project manager also sends out weekly e-mail updates to the entire consulting team in regards to up-coming deadlines and proposed schedules for the month. We utilize Microsoft Project software to keep up-to-date information for the entire team and to keep the client apprized of the project schedule.

As our firm specializes in park and recreation planning and various municipal projects, we receive bids for several park and recreation and municipal projects on a regular basis. With each bid received, we request "unit prices" be provided for every construction item. With this current information in hand we can compare the averages of the unit prices with our in-house cost estimate unit prices and adjust if necessary. In addition to this regular update of the actual hard costs, we have been utilizing the resources of Cumming, an independent cost estimating and construction management company. Cumming reviews our plans, construction methods, and cost estimates and develops an independent second opinion of the construction costs. They pay particular attention to the bid climate, wage rates, fuel costs and material fluctuations as well as the anticipated construction period. We have found this team effort to be very valuable to our municipal clients as it allows them to bid projects with assurances that a re-bid process will not be required.

Our reputation is built on our timely completion of contractual obligations and our ability to meet our clients' needs. We take this very seriously and work to maintain promised schedules and obligations. A detailed schedule is included on the following page:

> "The distance from their office to our City, an approximately 2 hour drive, has not affected the quality of the service or compromised the park designs whatsoever…"
>
> William Bersie, Former Director, Parks and Recreation
> City of Ridgecrest

SECTION E: PROJECT SCHEDULE - PARK PLANNING



SECTION E: PROJECT SCHEDULE - SURVEYS - AS REQ'D.

Based on our understanding of the desire for the preparation and processing of a legally-defensible Studies, we have provided below an aggressive but feasible work schedule. This estimated schedule is based on the timely receipt of any remaining technical information and confirmation of a stable project description by Week 3, and the assumed turnaround times for City review of the various work products identified below. A detailed schedule based upon the agreed upon scope of work will be prepared by FCS at project initiation for concurrence with the City and applicant. Major Deliverables have been highlighted throughout the scope of work.

Work Product/Milestone	Duration
Authorization to Proceed/Project Initiation Meeting	1 week
Selection and Definition of One Park Master Plan	TBD
Submit Draft Notice of Preparation (NOP) to City	2 weeks
Receive City Comments on Draft NOP	1 week
Issue NOP for Public Review/ 30-day Public Review Period	1 week
Public Review NOP	4 weeks
Conduct Scoping Meeting	1 day
Prepare Technical Reports	
Air Quality/Greenhouse Gas –	4 weeks (after receipt of traffic data)
Biological Resources –	4 weeks
Cultural Resources –	3 weeks
Geology and Soils –	4 weeks
Phase I ESA –	2 weeks
Hydrology/Water Quality –	3 weeks
Noise –	4 weeks (after receipt of traffic data)
Traffic –	8 weeks
Submit Administrative Draft Studies to City (after technical studies are completed)	4 weeks
Receive City Comments on Administrative Draft Studies	2 weeks
Submit Screencheck Draft Studies to City	2 weeks
City Review of Screencheck Draft Studies	2 weeks
Submit "Proof Check" Draft Studies and City Issue Draft Studies for Public Review/45-day Public Review Period	3 - 4 weeks
Environmental Review Board Meeting on Project and Draft Studies	1 day
Submit Draft Versions of Response to Comments, MMRP, Findings, and Statement of Overriding Considerations (SOC)	4 weeks
Receive Comments on Draft Versions of Response to Comments, MMRP, Findings, and SOC	2 weeks
Submit Screencheck Final Studies	2 weeks
Receive Comments on Screencheck Final Studies	1 week
Submit Final Studies to City	1 week
City Distribute Final Studies to Commenters/Agencies	1 week
Planning Commission Hearing	1 day
City Council Hearing	1 day

The assumptions used in determining the above project schedule are:

- Assumes technical reports will begin prior to selection and definition of two Park Master Plans. The existing environmental settings and regulatory setting will be prepared. The time frame identified for the technical reports is the amount of time required to complete the impact analysis and mitigation measures.
- The periods shown assume a set amount of time for review of the document by the City of each submittal. If review schedules change, the elapsed time of other tasks will be maintained.

FEE PROPOSAL - PARK PLANNING
(NOT INCLUDING STUDIES PREPARATION)

The following is our proposed fee to provide all work mentioned in the Scope of Work outline for Frisbie and Cactus/Randall Park Development Master Plans.

	Consultant Services	Fee
1.	Research - Program Assessment - Topographic Survey - Geotech (Task 1)	$28,560.00
2.	Community Outreach - Public Participation and Needs Assessment Survey (Task 2)	$27,335.00
3.	Pre-Design Committee, Commission, Council Review (Task 3)	$ 11,520.00
4.	Schematic Thru Master Planning (Tasks 4-8)	$44,615.00
6.	Reimbursables ALLOW	$ 8,500.00
	NEGOTIATED TOTAL FEE	**$120,530.00**

100% OF THE SCOPE OF WORK AND FEES ARE NEGOTIABLE WITH THE CITY OF RIALTO. WE WOULD BE MORE THAN HAPPY TO SIT DOWN WITH THE CITY AND REVIEW THE COMPLETE SCOPE OF WORK AND ASSOCIATED FEES AND WORK TOGETHER TO DEVELOP A PLAN THAT WILL MEET THE NEEDS OF THE CITY.

Tasks 9 thru 11 of the Park Development Scope of Work will be negotiated at the completion of the Park Master Planning processes noted above. In addition all Studies indicated within the proposal under Section - Studies by First Carbon Solutions - Pages 27-42 will be reviewed and fees negotiated based on the final determination of the City which Studies may be required based on the amenities designed into the Master Plans of the parks.

Our firm and our team have no knowledge of any ongoing or potential conflicts with the City of Rialto. We have received and acknowledge the receipt of Addenda #1 and #2.

ATTACHMENT "A"

NOTE: THIS FORM MUST BE COMPLETED AND INCLUDED INSIDE ENVELOPE #1, "WORK PROPOSAL"

REQUESTS FOR PROPOSALS (RFP) # 16-043
ENGINEERING, LANDSCAPE DESIGN AND PROJECT MANAGEMENT SERVICES
FOR
FRISBIE PARK EXPANSION AND CACTUS/RANDALL PARK DEVELOPMENT PROJECTS

SIGNATURE AUTHORIZATION

PROPOSER: Community Works Design Group

A. I hereby certify that I have the authority to submit this Proposal to the City of Rialto for the above listed individual or company. I certify that I have the authority to bind myself/this company in a contract should I be successful in my proposal.

SIGNATURE

B. The following information relates to the legal contractor listed above, whether an individual or a company. Place check marks as appropriate:

1. If successful, the contract language should refer to me/my company as:

____ An individual;
____ A partnership, Partners' names:_____
_____
_____

____ A company;
__xx__ A corporation

2. My tax identification number is: 33-044207

ADDENDA ACKNOWLEDGMENT:

Acknowledgment of Receipt of any Addenda issued by the City for this RFP is required by including the acknowledgment with your proposal. Failure to acknowledge the Addenda issued may result in your proposal being deemed non-responsive.

In the space provided below, please acknowledge receipt of each Addenda:

Addendum(s) # 1 and #2 **is/are hereby acknowledged.**

The "Small Business Concerns Information" sheet shall be included as part of Attachment "A".

Attachment "A" - Small Business Concerns Information

The Proposer shall furnish the following information. Additional sheets may be attached, if necessary.

(1) Name: Community Works Design Group

(2) Address: 4649 Brockton Avenue Riverside, CA 92506

(3) Phone No.: 951.369.0700 Fax No.: 951.369.4039

(4) E-Mail: tim@comworksdg.com

(5) Type of Firm: (Check all that apply)

_____ Individual _____ Partnership __xx__ Corporation

_____ Minority Business Enterprise (MBE) _____ Women Business Enterprise (WBE)

_____ Small Disadvantaged Business (SDB) _____ Veteran Owned Business

_____ Disabled Veteran Owned Business __xx__ Other Registered Small Business

(6) Business License: __x__ Yes _____ No License Number: 2110

(7) Tax Identification Number: 33-044207

(8) Number of years as a firm practicing the requested services: 31

(9) Three (3) projects of this type recently completed:

Type of project: Mercado Park

Contract Amount: $156,000 Date Completed: 2014

Owner: City of Perris Phone: 951.943.6100 - John Wooner - Dennis McNamara

Type of project: Bagdouma Park

Contract Amount: $225,000 Date Completed: 2014

Owner: City of Coachella Phone: 760.398.5744 - Jon Hoy

Type of project: 15 neighborhood and community parks

Contract Amount: $95,000 to $1,300,000 Date Completed: From 1995 to Present

Owner: Jurupa Community Services Dist. Phone: 951.772.3542 - Ric Welch - Ross Johnson

(10) Person who reviewed the RFP for your firm:

Name: Scott Rice Date of Review: 1-15 thru 1-20

RFP #16-043
Attachment "A"

ATTACHMENT "B"

NOTE: THIS FORM MUST BE COMPLETED AND INCLUDED INSIDE ENVELOPE #1, "WORK PROPOSAL"

REQUESTS FOR PROPOSALS (RFP) # 16-043
ENGINEERING, LANDSCAPE DESIGN AND PROJECT MANAGEMENT SERVICES
FOR
FRISBIE PARK EXPANSION AND CACTUS/RANDALL PARK DEVELOPMENT PROJECTS

DEBARMENT AND SUSPENSION CERTIFICATION

TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29

The Consultant, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, and manager:

- Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;
- Does not have a proposed debarment pending; and
- Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

Exceptions will not necessarily result in denial of award, but will be considered in determining Proposer responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Notes: Providing false information may result in criminal prosecution or administrative sanctions.

Consultant Name: Community Works Design Group

1/20/2016
(Date)

(Signature)

Timothy I. Maloney, President
(Name & Title)


COMMUNITY
WORKS
DESIGN GROUP


COMMUNITY
WORKS
DESIGN GROUP

FEES/COST PROPOSAL FOR STUDIES PREPARATION

The fees for the proposed Rialto Bluffs Master Plan in the City of Rialto are provided below. The proposed fee is based upon the scope of work described herein, and includes all labor and direct costs.

TASK	FEES
Professional Labor	
Task 1: Project Initiation and Organization	$2,500
Task 2: Notice of Preparation of a Draft Studies	3,000
Task 3: Prepare Administrative Draft Studies	14,500
Task 4: Screencheck Draft Studies	8,000
Task 5: Public Draft Studies/Notice of Availability/Notice of Completion	10,000
Task 6: Response to Comments	7,000
Task 7: Final Studies, MMRP, and Findings	5,000
Task 8: Project Meetings	8,000
Task 9: Project Management and General Support	7,500
Total FCS Professional Labor Studies Preparation	$62,800
Prepare or Peer Review Technical Reports	
Prepare Air Quality and Greenhouse Gas Analysis and Report	5,200
Biological Resources Assessment Report	5,000
Cultural Resources Report	7,000
Prepare Noise Analysis	8,000
Geotechnical Report—Byerly	12,000
Hazardous Materials Assessment - Envirocheck	6,500
Hydrology and Water Quality Reports—TKE Engineering	8,100
Traffic Report –Kunzman Associates	7,350
Total Technical Report Costs	$59,150
Direct Costs	
Expenses including document production, postage, deliveries, supplies, reference materials, equipment use, travel, etc.	$5,500
Total Professional Fees and Direct Costs	$127,450