



City of Palm Desert  
PW - Operations & Maintenance  
Randy Chavez, Deputy Director  
73-510 Fred Waring Drive, Palm Desert, CA 92260

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**[ARCHITERRA DESIGN GROUP] RESPONSE DOCUMENT REPORT**

RFP No. 2024-RFP-156

Park and Trailhead Engineering and Design

RESPONSE DEADLINE: March 18, 2025 at 5:00 pm

Report Generated: Wednesday, March 19, 2025

**Architerra Design Group Response**

**CONTACT INFORMATION**

**Company:**

Architerra Design Group

**Email:**

ksandoval@architerradesigngroup.com

**Contact:**

Kiley Sandoval

**Address:**

10221 Trademark St

Suite A

Rancho Cucamonga, CA 91730

**Phone:**

(909) 484-2800

**Website:**

[www.architerradesigngroup.com](http://www.architerradesigngroup.com)

**Submission Date:**

Mar 18, 2025 4:21 PM (Pacific Time)

## ADDENDA CONFIRMATION

Addendum #1

*Confirmed Mar 10, 2025 9:58 AM by Kiley Sandoval*

Addendum #2

*Confirmed Mar 10, 2025 9:58 AM by Kiley Sandoval*

## QUESTIONNAIRE

### 1. Proposal (WITHOUT COST)\*

Proposals shall be concise, well organized and demonstrate qualifications and applicable experience. Proposals shall be organized and include page numbers for all pages in the proposal. The proposal shall be uploaded here, in the following order and shall include:

#### A. Cover Letter

1. This letter should briefly introduce the firm, summarize the firm's general qualifications, include an executive summary of the specific approach which will be used to deliver the work scope; and identify the individual(s) name, address and phone number authorized to negotiate Agreement terms and compensation.

#### B. Experience and Technical Competence

1. **Background:** Provide history of the firm's consulting experience which specifically addresses the individual or firm's experience with similar Service as described in this RFP.
2. **References:** The proposal shall include a list of recently completed projects that are similar in scope and function to this RFP. Provide a description of the project, client name, and the name, title, and telephone number of the primary contact person.

#### C. Firm Staffing and Key Personnel

1. **Staffing:** Provide the number of staff to be assigned to perform the Services and the names/discipline/job title of each as well as your firm's capacity to provide additional personnel as needed.
2. **Key Personnel:** Identify key persons that will be principally responsible for working with the City. Indicate the role and responsibility of each individual.
3. **Team Organization:** Describe proposed team organization, including identification and responsibilities of key personnel.
4. **Subcontractors:** The Proposer shall identify functions that are likely to be subcontracted and identify the subcontractor that is anticipated to perform each function.

**D. Proposed Method to Accomplish the Work**

1. Describe the technical and management approach to providing the Services to the City. Proposer should take into account the scope of the Services, and general functions required. Include a draft first year schedule of tasks, milestones, and deliverables that will provide for timely provision of the Services. In reviewing the scope of Services and goals described herein, the Proposer may identify additional necessary tasks and is invited to bring these to the City's attention within the discussion of its proposed method to accomplish the work.

0318\_25\_City\_of\_Palm\_Desert\_Park\_and\_Trailhead\_RFP\_Architerra.pdf

**2. Fee Proposal\***

Please provide a lump-sum, not-to-exceed fee proposal for the scope of Services. The fee proposal shall include hourly rates for all personnel for "Additional Work" (as such term is defined in the proposed Agreement attached herein).

25\_0318\_City\_of\_Palm\_Desert\_Park\_and\_Trailhead\_Fee\_Architerra.pdf

**3. Non-Collusion Declaration\***

The undersigned declares:

I am an authorized representative of my company, the party making the foregoing Bid, to certify the following.

The Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The Bid is genuine and not collusive or sham. The Bidder has not directly or indirectly induced or solicited any other Bidder to put in a false or sham bid. The Bidder has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone

else to put in a sham bid, or to refrain from bidding. The Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Bid Price of the Bidder or any other Bidder, or to fix any overhead, profit, or cost element of the Bid Price, or of that of any other Bidder. All statements contained in the Bid are true. The Bidder has not, directly or indirectly, submitted his or her Bid Price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a Bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the Bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Confirmed

#### 4. SAM.gov\*

Please enter your legal entity name for SAM.gov verification.

ARCHITERRA, INC.

[Click to Verify](#) *Value will be copied to clipboard*

#### 5. Type of Business\*

S Corporation (if corporation, two signatures are required)

#### 6. Litigation\*

Provide litigation history for any claims filed by your firm or against your firm related to the provision of Services in the last five (5) years (or type "N/A").

N/A



**7. Changes to Agreement\***

The City standard professional services agreement contract is included as an attachment herein. The Proposer shall identify any objections to and/or request changes to the standard contract language in this section of the proposal (or type "**N/A**"). If you are identifying changes here **ALSO** upload a copy of the redlined Language/Agreement with your Proposal. Changes requested may affect the City's decision to enter into an Agreement.

N/A

**8. No Deviations from the RFP\***

In submitting a proposal in response to this RFP, Proposer is certifying that it takes no exceptions to this RFP including, but not limited to, the Agreement. If any exceptions are taken, such exceptions must be clearly noted here, and may be reason for rejection of the proposal. As such, Proposer is directed to carefully review the proposed Agreement and, in particular, the insurance and indemnification provisions therein (or type "**N/A**").

N/A

**9. Project Team Resumes\***

Submit resumes of all key personnel/support staff that will produce work product for the Services. Describe their qualifications, education, and professional licensing.

Architerra\_Resumes.pdf

**10. List the Signatory(s) Authorized to Sign and Bind an Agreement.\***

(If two (2) signatures are required, include the following information for both signatories)

- A. Full Name
- B. Title
- C. Physical Business Address
- D. Email Address
- E. Phone Number

GREGG DENSON, PRESIDENT

10221-A TRADEMARK STREET, RANCHO CUCAMONGA, CA 91730

[GDENSON@ARCHITERRADESIGNGROUP.COM](mailto:GDENSON@ARCHITERRADESIGNGROUP.COM)

909-484-2800

ANDREW KRUMWIEDE, VICE PRESIDENT

10221-A TRADEMARK STREET, RANCHO CUCAMONGA, CA 91730

[AKRUMWIEDE@ARCHITERRADESIGNGROUP.COM](mailto:AKRUMWIEDE@ARCHITERRADESIGNGROUP.COM)

909-484-2800

#### **11. Conflict of Interest Disclosure\***

The proposer understands that any and all relationships with construction firms that may submit bids for projects developed under this agreement will require full disclosure of any direct or indirect conflicts of interest, financial interests, relationships, and the nature of any relationships with any related project bid submitters; and that any violation of this provision may result in the immediate termination of the Agreement

Confirmed

#### **12. Certification of Proposal\***

The undersigned hereby submits its proposal and, by doing so, agrees to furnish services in accordance with the Request for Proposal (RFP), and to be bound by the terms and conditions of the RFP.

Confirmed





PROPOSAL FOR:

**Park and Trailhead  
Engineering and Design RFP  
City of Palm Desert**

**March 18, 2025**



DIRECTED TO:

Melanie Slater, Management Analyst  
73510 Fred Waring Drive, Palm Desert, CA, 92260  
Email: [mslater@cityofpalmdesert.org](mailto:mslater@cityofpalmdesert.org)  
Phone: (760) 776-6447





March 18, 2025

Melanie Slater, Management Analyst  
73510 Fred Waring Drive  
Palm Desert, CA 92260  
(760) 776-6447

**RE: LANDSCAPE ARCHITECTURAL SERVICES PROPOSAL, PARK AND TRAILHEAD ENGINEERING AND DESIGN, CITY OF PALM DESERT, CA.**

Dear Ms. Slater,

We are pleased to submit this proposal for Landscape Architectural Services in connection with the project referenced above. This agreement is by and between Architerra Design Group, Inc. (ADG) and the City of Palm Desert (City).

Architerra has an extensive background in recreational trail, open space planning, and traditional park design, as evidenced by the relevant experience detailed within this proposal. The City can gain significant benefits from selecting our firm for its Park and Trailhead Design Projects. Leveraging over 33 years of industry experience, we offer specialized expertise and a demonstrable record of delivering exceptional results and experiences tailored to enhance recreational, scenic, and nature-based enjoyment. Our portfolio, which includes award-winning park and trail projects for numerous agencies analogous to your own, provides a foundation for confidence in our capabilities. These accomplishments underscore our unwavering commitment to excellence, professionalism, and a dedication to consistently surpassing client expectations.

Our firm is well-staffed with 17 professionals, including 6 licensed landscape architects and 4 project managers, ensuring that we have the necessary skills and manpower to meet the City's needs in a timely manner. The team assembled for this project, including our subconsultants, Madole - Civil Engineering, JCA - Electrical Engineering, GeoTek- Geotechnical, SVA- Architect, California Waters-Water Feature, AGI- Grant Writing, and ECORP - Environmental, have been meticulously selected based on their extensive experience in past projects similar to the Park and Trailhead Design Projects and their comprehensive understanding of all the City's specified requirements.

Our expertise has consistently surpassed expectations, particularly in areas such as imaginative, well thought out design, collaborations with local communities, trailheads, playgrounds, water features, and interpretive signage. Our in-house staff excels in creating iconic designs, implementing creative design features including inclusive playgrounds for all ages, that provide high-quality outdoor experiences. Our commitment to sustainability and preserving existing plants and trees ensures that every project respects and enhances the natural environment.

Furthermore, we have successfully partnered with numerous agencies similar to yours, facilitating community meetings (even with Spanish speaking audiences) to foster collaboration and ensure that projects progress smoothly and remain on schedule. In this proposal we are pursuing six of the seven potential projects, with Hovley Soccer Park being excluded.

We look forward to the possibility of working together with your agency, contributing to the enhancement of the City and success of the Park and Trailhead Design Projects. This proposal is valid for 90-days from the date of submittal. My California license, address, and telephone number are listed below.

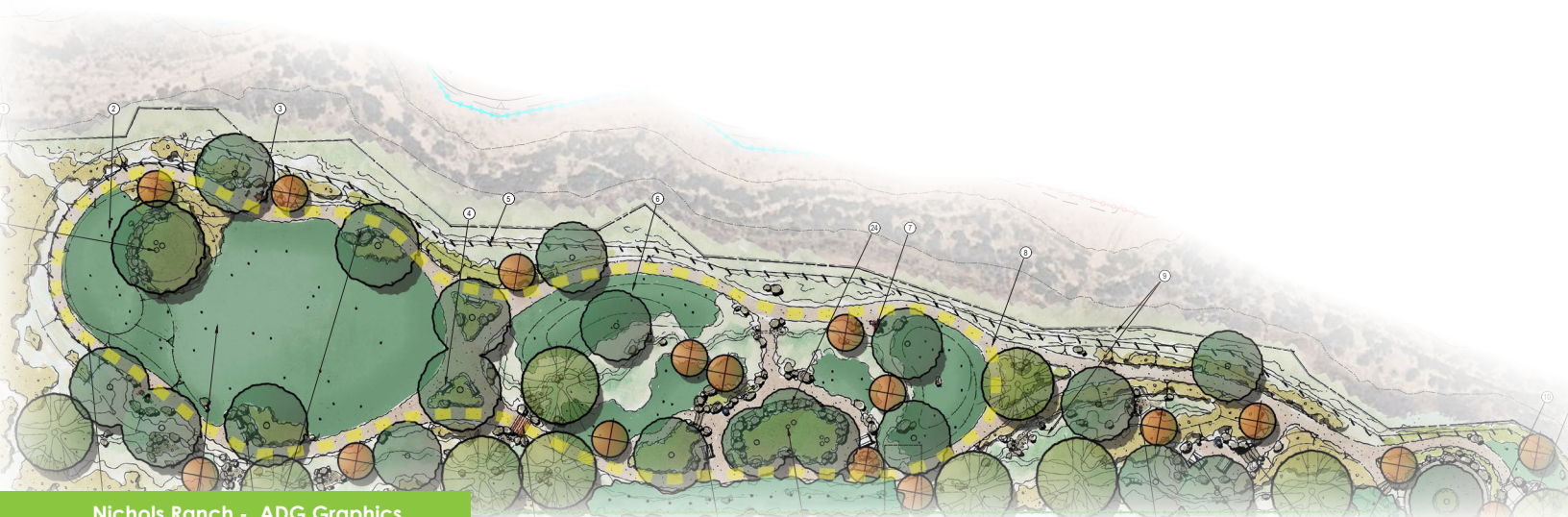
Sincerely,

Gregg Denson, President, PLA #4302  
gdenson@architerradesigngroup.com  
(909) 484-2800 ext. 1015



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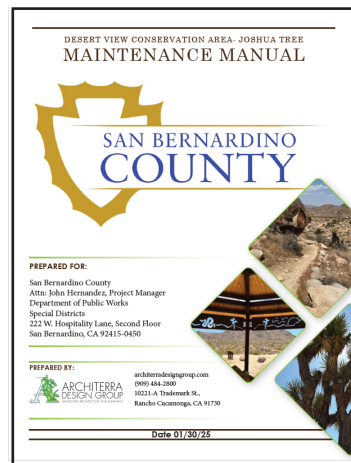


## B. EXPERIENCE AND TECHNICAL COMPETENCE

The City of Palm Desert is a thriving community with big-city resources in a friendly, small-town setting, offering first class educational opportunities, safe and clean streets, as well as plentiful shopping and community events. As the geographical, educational and retail center of the Coachella Valley, updating and modernizing parks and trailheads is a paramount to ensuring high-quality outdoor experiences for its residences.

We understand the importance of this project. Architerra is dedicated to designing welcoming, inviting and enjoyable spaces for a variety of users. We have experience with creating conceptual designs, community engagement, preparation of construction documents, and construction support for a variety of trail and park projects. Architerra has the creative talent to create data-driven conceptual designs that meet the established community needs, while also capable of developing Management Plans to ensure long-term maintenance to the City's standard. A recent project of note is Architerra's preparation and creation of the Desert View Conservation Area's (DVCA) Maintenance Manual, which is a comprehensive guide to the care of the built improvements within the DVCA in Joshua Tree, California.

Architerra Design Group (ADG), was established in 1991. ADG is a California S-corporation and SBE located in Rancho Cucamonga, CA.



Our office is located at: 10221-A Trademark Street, Rancho Cucamonga, CA 91730. The office phone number is (909) 484-2800.

Over our 33+ years of business Architerra strives to deliver high quality work that leaves a lasting impact that is not only beautiful but environmentally conscious for the everyday conditions that are present in the Southern California Area. In doing so we've fostered an environment of continuous learning to meet the needs of our clients for not only the time period we are in but also to push the envelope and show what is possible for our clients. The opportunity to work on any of the Park and Trailhead Design Projects is another chance to show Architerra has what it takes to create and implement exciting envelop pushing projects. We will demonstrate through our project examples in this proposal how we've built a portfolio that emphasizes the natural environment and brings together the community while providing iconic and unique experiences. Architerra has implented extensive Public Engagement Plans and Community Engagement Meetings for a variety of projects. A few to note are Ketchum-Libolt Park **(a)** in Costa Mesa, Cucamonga Basin #6 **(b)** in Upland, Wildomar 20-Acre Park **(c)** in Wildomar, the Desi House in Eastvale, Hillbrook Park in Signal Hill, Hamilton Park in Pomona, and Tierra Rejada Park in Moorpark.







## Related Past Experience / Similar Projects

### TRAILS:

**Pacific Electric Trail & Route 66 Trailhead Park, Client: City of Rancho Cucamonga**



Approximately 1.3 miles long this multi-purpose trail is the Eastern most portion of the larger 22 mile regional Pacific Electric Trail which stretches from the border of Los Angeles County at Claremont to the terminus in Rialto, California. ADG designed a historically-themed trailhead utilizing the legacy of the site at the onset of the Pacific Electric Trail within the City and the location of the original "Mother Vineyard," providing a safe and accessible entry for pedestrian, bicycle, and equestrian trail users, along with connection to the larger regional non-motorized, multi-use commuter and recreational trail system.

**Reference:** Jerry Dyer, Project Engineer, City of Rancho Cucamonga, (909) 477-2740 ext. 4037.



Landmark  
Aerial View



Community  
Trailhead



Bike and  
Equestrian



Native  
Trees & Plants



Interpretive  
Signs



Irrigation &  
Water Control

**Desert View Area - Joshua Tree, Client: SB County Special Districts**



Winner of an ASLA Merit Award, the project is located in the fragile and important desert ecosystem of Joshua Tree. The trail system encourages sustainability and environmental stewardship while underscoring native and historic cultural elements. The interpretive goal of the project is to foster an understanding of how human impact affects the local flora and fauna ecology, educate locals and visitors about the diversity of the area and mitigate human effects by providing a guided trail to keep foot and other traffic away from sensitive areas.

**Reference:** John Hernandez, Project Manager, County of San Bernardino Special Districts  
(909) 386-8847.



Nature  
Preserve



Collaboration  
w/ Local Tribe



Outdoor  
Structure



Interpretive  
Signs



Bike, Hike,  
Equestrian





## Related Past Experience / Similar Projects

### TRAILS:

#### North Etiwanda Preserve, Client: S.B. County Special Districts



Winner of the 2010 American Society of Landscape Architects (ASLA) "Honor Award" for Specialty Parks, this 1,200-acre natural open-space preserve is in San Bernardino County, north of the City of Rancho Cucamonga, CA. Located within proximity to a large and growing urban population, the trails of the North Etiwanda Preserve provide both active and passive recreational opportunities such as hiking, trail running, and bird and wildlife viewing.

**Reference:** John Hernandez, Project Manager, County of San Bernardino Special Districts  
(909) 386-8847.



Outdoor  
Structure



Nature  
Preserve



Bike, Hike,  
Equestrian



Interpretive  
Signs

#### Cucamonga Basin #6, Client: San Bernardino County, Flood Control District



While built to provide flood protection and water quality control, this multi-agency project included habitat restoration and trail design creating open space recreation opportunities within the San Bernardino County Flood Control District. ADG took what would normally be viewed as an obtrusive "hole in the ground" and turned it into an award winning and groundbreaking facility protecting a newly constructed housing community from a 100-year flood in addition to offering a dynamic and self-perpetuating ecosystem providing residents unique recreational and educational opportunities.

**Reference:** John Hernandez, Project Manager, County of San Bernardino Special Districts  
(909) 386-8847.



Bike and  
Equestrian



Nature  
Preserve



Community  
Trailhead



Native  
Trees & Plants



Irrigation &  
Water Control



Community  
Outreach





## Related Past Experience / Similar Projects

### PARKS:

#### Hamilton Park, Client: City of Pomona



A park retrofit in Pomona, California, Architerra worked through multiple stages of community outreach to deliver a universally accessible & visually vibrant park space, that the community loves and utilizes daily.

**Reference:** Shandy Dittman, Public Works Fiscal and Project Manager, City of Pomona, Public Works, 909-620-3797.



Outdoor  
Structure



Playground



Landmark  
Aerial View



Native  
Trees & Plants



Community  
Outreach



Irrigation &  
Water Control

#### Phil and Nell Soto Park, Client: City of Pomona



The passive nature-oriented park was developed with extensive community input with the goal of creating a space that encouraged health, wellness, and nature-based educational opportunities. In addition, ADG conducted community outreach meetings with City staff, complete with our in-house Spanish-speaking translator.

**Reference:** Shandy Dittman, Public Works Fiscal and Project Manager, City of Pomona, Public Works, 909-620-3797.



Outdoor  
Structure



Community  
Outreach



Nature  
Preserve



Community  
Trailhead



Native  
Trees & Plants



Irrigation &  
Water Control

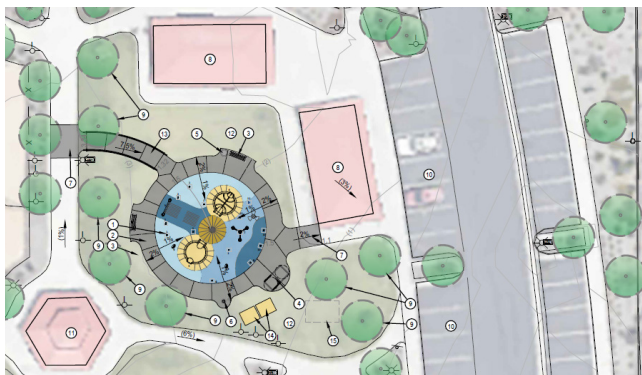




## Related Past Experience / Similar Projects

### SPLASH PADS AND WATER FEATURES:

**Ayala Park Splashpad,** Client: County of San Bernardino, Public Works, Special Districts



ADG prepared the conceptual design, design development, and construction documents for the 40' diameter splash pad in Ayala Park, Bloomington, CA. This project is fully ADA compliant, ensuring accessibility and opportunities for fun for all abilities.

**Reference:** Charles Hernandez, Project Manager, Department of Public Works, Special Districts  
909-386-8832.



Water  
Features



Fence &  
Windscreen



Hardscape  
& Walkways

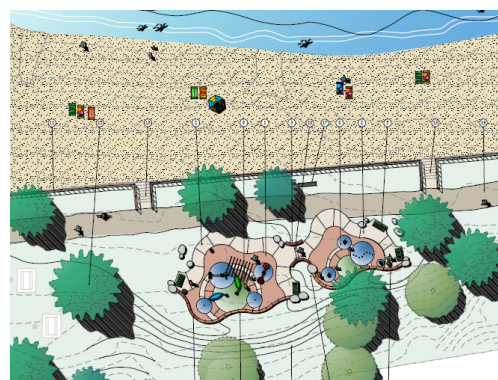
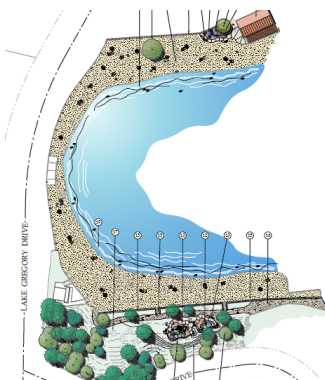
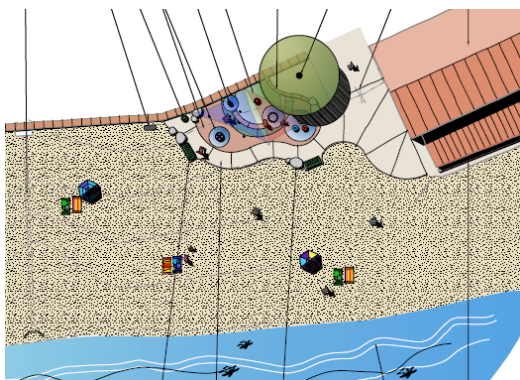


ADA  
Accessible



Irrigation &  
Water Control

**Lake Gregory Zero Depth Water Playground,** Client: County of San Bernardino, Special Districts



ADG prepared the conceptual design, design development, construction documents, bidding assistance, and construction observation services for three splash pad areas at the Lake Gregory Regional Park in Crestline, CA. This project included a Toddler, Family, and Teen splash pad areas, allowing play for all ages.

**Reference:** John Hernandez, Project Manager, County of San Bernardino Special Districts  
(909) 386-8847.



Water  
Features



Fence &  
Windscreen



Hardscape  
& Walkways



ADA  
Accessible



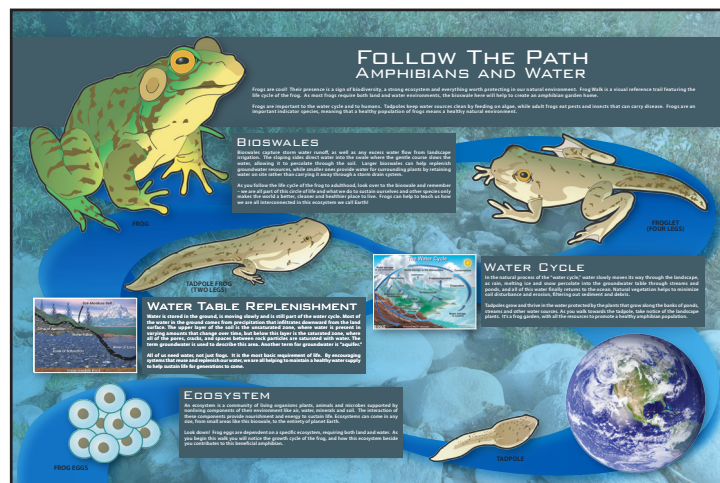
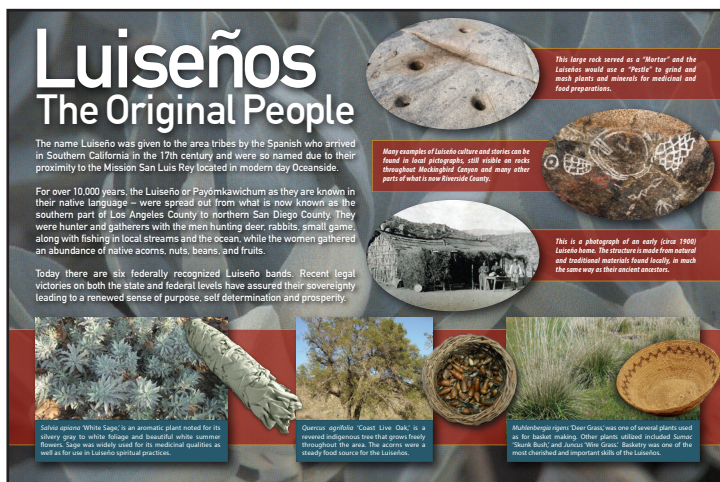
Irrigation &  
Water Control





## Related Past Experience / Similar Projects

Our in-house Graphic Design staff produces interpretive signage for a majority of our projects. Relevant examples are shown below:







## C. FIRM STAFFING AND KEY PERSONNEL

As one of the Inland Empire's largest Landscape Architecture firms, our Clients have the advantage of working with an experienced principal and project team dedicated to your project from start to finish. Currently the office is staffed with 17 full-time professional employees, 6 of whom are licensed landscape architects. The remainder of the office employees holds either a bachelor's or master's degree in Landscape Architecture, or other complimentary fields.

### **Project Management & Oversight**

Gregg Denson will play a key role with the projects. He will participate in community outreach efforts and will contribute design solutions that reflect the needs and vision of stakeholders. His expertise will help ensure that the final design is both functional and responsive to community input.

One of our highly experienced project managers, Peter Dalman, Kay Kite, Ryan Skolny or Aaron Odland, will actively participate in community outreach, lead the design process, and oversee our design staff in preparing bid-ready documents. They will serve as the primary points of contact with city staff, ensuring clear communication and alignment with project goals. Additionally, they will provide coordination and oversight of our subconsultant team, providing seamless collaboration and project execution. The assignment of our California licensed landscape architect project managers will be based on the awarded project and scheduling.

### **Topographic Survey**

To create accurate base sheets, we have included the preparation of a topographic survey for all the park and trailhead projects being bid on within this proposal, conducted by Madole & Associates, Inc. This survey will locate above-ground improvements to support accurate planning and design. It is being included as an optional fee in the event the City requires these services.

### **Electrical Engineering & Lighting**

JCA will provide electrical engineering services, including lighting design, electric design and construction documents for Homme Adams Park, University Park, Washington Center, Randall Henderson Trailhead, Freedom Park, and Ironwood Park, including lighting standards and enhancing park usability during evening hours.

### **Geotechnical Evaluation**

Geo Tek will perform geotechnical and infiltration evaluations for 3 parks, providing critical soil and foundation assessments to support the design and construction process. (Homme Adams Park, Randall Henderson Trailhead, and Ironwood Park)

### **Water Feature Design**

California Waters will assist with the design and preparation of construction documents for the water feature at Ironwood Park, ensuring a well-integrated and functional aquatic element.

### **DSA Approval for School Improvements**

SVA Architects will support the project by assisting with the DSA (Division of the State Architect) approval process for planned improvements at Washington Charter, overseeing compliance with regulatory requirements.

### **Environmental Analysis**

ECORP will conduct an environmental analysis for Homme Adams Park and Randall Henderson Trailhead, for compliance with environmental regulations and identifying potential project impacts.

### **Grant Writing**

Avant Garde Inc. (AGI) is available for grant writing services for all projects, as needed.

***With a strong team of experienced project managers and specialized subconsultants, we are confident in our ability to deliver a high-quality park design that meets the city's vision and requirements.***



## C. FIRM STAFFING AND KEY PERSONNEL

### Gregg Denson, ASLA, PLA#4302

President/Director of Design Landscape Architect



Mr. Denson is responsible for overseeing all aspects of project design from inception to completion. His duties would include participation in client meetings, design development, and finalization of all formal design exhibits.

He has been involved with the design of some of the firm's most challenging park, trail, and master planned projects. The talented design team he heads up works on projects focusing on sustainable design such as open space public gathering areas, retrofits of existing public facilities for resource conservation, specific plan developments for master planned communities, schools, mixed-use residential developments, trail planning, and open space preserve enhancement projects.

#### Industry Experience

- 30 Yrs Industry Experience
- 25 Yrs with ARCHITERRA

#### Certifications & Licensing

- Registered Landscape Architect California #4302
- ASLA
- CPRS
- California Native Plant Landscape Program

#### Education

- B.S. Landscape Architecture; California State Polytechnic University, Pomona

### Relevant Project Experience

- **Hamilton Park**, Pomona, CA  
Role: Director of Design Landscape Architect  
City of Pomona | 2020



- **Hillbrook Park**, Signal Hill, CA  
Role: Director of Design Landscape Architect  
City of Signal Hill | 2023

- **Cucamonga Basin #6**, Upland, CA  
Role: Director of Design Landscape Architect  
San Bernardino Flood Control District | 2008



- **North Etiwanda Preserve**, Rancho Cucamonga, CA  
Role: Director of Design Landscape Architect  
San Bernardino County Special Districts | 2006



- **Rails to Trails Route 66**, Rancho Cucamonga / Rialto, CA  
Role: Director of Design Landscape Architect  
City of RC and Rialto | 2014



- **Desert Valley Conservation Area**, Joshua Tree, CA  
Role: Director of Design Landscape Architect  
County of San Bernardino | 2011

### Relevant Experience



Trail Design



Open Space Planning



Park Design



Habitat Restoration



## C. FIRM STAFFING AND KEY PERSONNEL

### Peter Dalman, ASLA, PLA#5488

Project Manager



Mr. Dalman joined Architerra after nearly 20 years of professional experience providing landscape design and construction management at some of the finest landscape architecture firms in Southern California, including Disney Imagineering Studios. His portfolio includes a wide variety of municipal, public agency and private development projects.

His duties include all facets of project management for a diverse portfolio of clients. He has been a project manager for public agency and commercial campus design; private and public schools and universities; public parks, streetscapes; master planned residential communities, model homes, and open space including trails and parks.

#### Industry Experience

- 25 Yrs Industry Experience
- 6 Yrs with ARCHITERRA

#### Certifications & Licensing

- Registered Landscape Architect California #5488
- California Native Plant Landscape Program

#### Education

- B.S. Landscape Architecture; California State Polytechnic University, Pomona
- Minor in Ornamental Horticulture; California State Polytechnic University, Pomona

#### Relevant Project Experience

- **Hamilton Park**, Pomona, CA  
Role: Project Manager  
City of Pomona | 2020
- **Civic Center Amphitheater**, Moreno Valley, CA  
Role: Project Manager  
City of Moreno Valley | 2023
- **Sunset Park**, Montclair, CA  
Role: Project Manager  
City of Montclair | 2022 - Present
- **Dominguez Park**, Redondo Beach, CA  
Role: Project Manager  
City of Redondo Beach | 2022 - Present
- **Wildomar 20-acre Passive Park**, Wildomar, CA  
Role: Project Manager  
City of Wildomar | 2023 - Present
- **Saratoga Park**, Montclair, CA  
Role: Project Manager  
L.D. King | 2023- Present



#### Relevant Experience



Trail Design



Sportsfields Design



Park Design



Active and Passive Design



## C. FIRM STAFFING AND KEY PERSONNEL

### Kay Kite, ASLA, PLA#6760, MLA, ASIC, CID, CLIA

Project Manager



#### Industry Experience

- 26+ Yrs Industry Experience
- 1.5 Yrs with ARCHITERRA

#### Certifications & Licensing

- Registered Landscape Architect California #6760
- Certified Irrigation Designer (CID)
- Certified Landscape Irrigation Auditor (CLIA)

#### Education

- Master Landscape Architecture (MLA) from Cal Poly Pomona
- Certified Irrigation Designer (CID) and a Certified Landscape Irrigation Auditor (CLIA)

Kay comes to ADG with over twenty-five years of practical and theoretical irrigation training as well as her experience as a senior Landscape Architect. Her practice includes site design, campus and urban planning, planting design, and project management. She specializes in water conservation, native plant palettes, and efficient irrigation designs.

Her experience includes designing projects that from small private residences, university campuses, parks of all sizes, along with commercial and industrial projects. She has worked directly with contractors and maintenance personnel both pre and post construction to provide site inspections and to assist and refine designs for longevity and practicality while maintaining the desired aesthetic.

#### Relevant Project Experience

- **Ayala Park Splash Pad**, Bloomington, CA  
Role: Project Manager  
City of Bloomington | 2023-Present
- **Ketchum-Libolt Park**, Costa Mesa, CA  
Role: Project Manager  
City of Costa Mesa | 2023-Present
- **Mackay Park Pickle Ball Courts**, Lake Arrowhead, CA  
Role: Project Manager  
City of Lake Arrowhead | 2023-Present
- **Four Elementary School "Greening" Projects**, Los Angeles, CA  
Role: Project Manager  
Los Angeles Unified School District (LAUSD) | 2023-Present

#### Relevant Experience





## C. FIRM STAFFING AND KEY PERSONNEL

### Ryan Skolny, ASLA, PLA#6551

Project Manager



Ryan Skolny began with ADG in 2014, and advanced quickly to his current position because of his ability to manage projects, as well as identify and implement the design and planning process. Mr. Skolny is very familiar with trail system design and preparing conceptual plans and construction documents. He brings a wealth of knowledge in landscape architecture design and senior project manager expertise.

Mr. Skolny is very familiar with preparing bid ready documents for new projects and irrigation and planting drought tolerant retrofits and park planning.

#### Industry Experience

- 21 Yrs Industry Experience
- 11 Yrs with ARCHITERRA

#### Certifications & Licensing

- Registered Landscape Architect California #6551

#### Education

- Master of Science in Landscape Architecture, Cal Poly, Pomona.
- BA Landscape Architecture, AA Landscape Architecture

#### Relevant Project Experience

- **Grand Park Splash Pad**, Ontario, CA  
Role: Project Manager  
Lennar | 2020 - 2023
- **Atwell Open-Space and Trails**, Banning, CA  
Role: Project Manager  
Tri Pointe | 2022 - 2024
- **Edenglen Dog Park**, Ontario, CA  
Role: Project Manager  
Brookfield Properties | 2022 - Present
- **Atwell Pickleball Courts and Parks**, Banning, CA  
Role: Project Manager  
Tri Pointe | 2022 - 2024
- **East Park in Parklane**, Ontario, CA  
Role: Project Manager  
Lennar | 2023 - 2024
- **Tiera Rejada Park and Playground Improvements**, Moorpark, CA  
Role: Project Manager  
City of Moorpark | 2020 - 2023

#### Relevant Experience



Trail Design



Water  
Feature  
Design



Park  
Design



Local Desert  
Designs





## C. FIRM STAFFING AND KEY PERSONNEL

### Aaron Odland, SITES AP Certified, PLA#7049

Project Manager



#### Industry Experience

- 18+ Yrs Industry Experience
- 1 Yr with ARCHITERRA

#### Certifications & Licensing

- Registered Landscape Architect California #7049
- Registered Landscape Architect Texas

#### Education

- Master of Landscape Architecture, UC Berkeley
- SITES AP Certified

Mr. Odland has over 18 years of professional experience providing landscape design and construction management at national and state award winning landscape architecture firms in Southern California and Central Texas. His portfolio includes a wide variety of municipal, public agency and private development projects.

At Architerra, Mr. Odland's duties include all facets of project management for a diverse portfolio of clients. In his career, he has been a project manager for public agency and commercial campus design; private and public schools and universities; public parks, streetscapes; master planned residential communities, model homes, and multi-family housing.

#### Relevant Project Experience

- **MacArthur Park**, Montclair, CA  
Role: Project Manager  
LD King, Civil Engineering | 2024 - Present
- **Panorama Promenade Slope Trail**, Signal Hill, CA  
Role: Project Manager  
City of Signal Hill | 2024 - Present
- **Griffith Paseo Park**, Round Rock, TX  
Role: Project Manager  
McKinney York Architects | 2023 - Present
- **Plum Creek Cultural Trail**, Kyle, TX  
Role: Project Manager  
Momark Developers | 2022 - Present
- **Midtown Houston Park**, Houston, TX  
Role: Project Manager  
Midtown District | 2022 - 2023
- **La Verde Park and Splash Pad**, Kyle, TX  
Role: Project Manager  
Momark Developers | 2022 - 2023

#### Relevant Experience





## C. FIRM STAFFING AND KEY PERSONNEL

### Laura Vasquez, Spanish Interpreter

Landscape Designer



Laura has been with ADG for 3 years, and has experience training new designers in drafting and design projects. Her practice includes planting design and water conservation, irrigation redlines and concepts and conceptual design.

Laura is from Peru, living there until college, and is a native Spanish speaker capable of being an interpreter for community outreach efforts and meetings.

#### Industry Experience

- 5 Yrs Industry Experience
- 3 Yrs with ARCHITERRA

#### Education

- Master of Landscape Architecture, UC Berkeley

#### Relevant Project Experience

- [Atwell Open-Space and Trails](#), Banning, CA  
Role: Landscape Designer  
Tri Pointe | 2022 - 2024
- [Wildomar 20-acre Passive Park](#), Wildomar, CA  
Role: Landscape Designer  
City of Wildomar | 2023 - Present
- [Hillbrook Park](#), Signal Hill, CA  
Role: Landscape Designer  
City of Signal Hill | 2023
- [Duarte City Hall](#), Duarte, CA  
Role: Landscape Designer  
City of Duarte | 2020
- [Atwell Pickleball Courts and Parks](#), Banning, CA  
Role: Landscape Designer  
Tri Pointe | 2022 - 2024

#### Relevant Experience



Trail Design



Planting Design



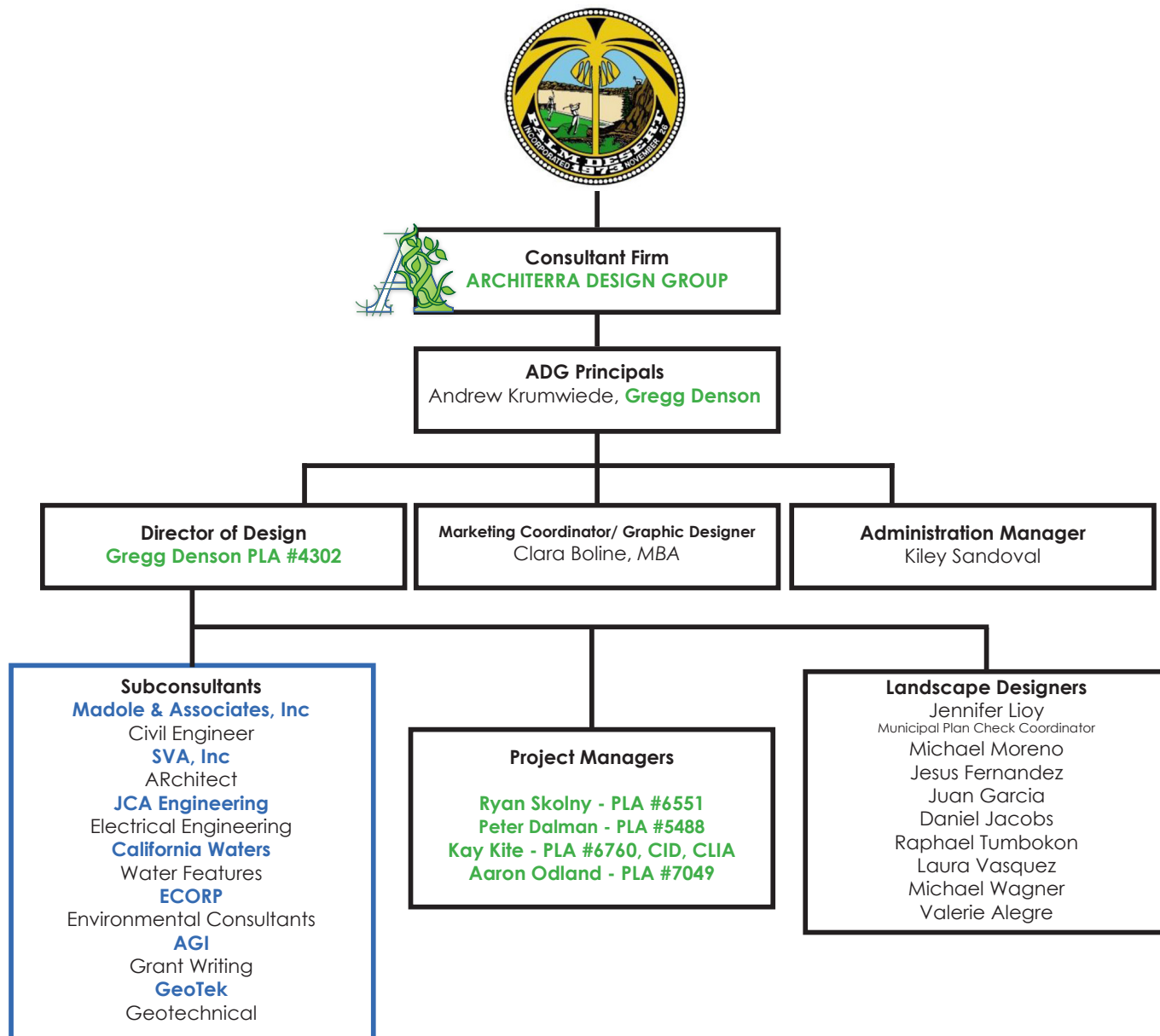
Irrigation Design



Native Plant Design



## TEAM ORGANIZATIONAL CHART



### COLOR CODE LEGEND

- ASSIGNED FOR PROJECT
- IN-HOUSE PERSONNEL
- SUBCONSULTANT



## CIVIL ENGINEERING

### Madole & Associates, Inc.

Mark Bertone  
Principal  
909-481-6322  
mbertone@madoleinc.com



Project Involvement:  
All 7 Parks Listed Within Proposal

Madole Communities Group has provided engineering services throughout the Inland Empire for over thirty years, with their office located in Rancho Cucamonga. Madole's professionals plan and engineer communities where families live, play, learn, shop, and work. Their families are raised in the communities they develop, and they are personally vested in contributing to a higher quality of life, with economic and environmental sustainability. Madole's vision of communities incorporates homes, parks, nature preserves, and schools, integrated with commercial development and effective transportation networks.

#### Projects Collaboration with ADG

- Etiwanda Preserve Trail

Client: SB County Special District

- Nell Soto Park

Client: City of Pomona



## GEOTECHNICAL

### GeoTek

Anna Scott  
Project Geologist  
951-710-1160  
ascott@geotekusa.com



Project Involvement:  
Hommes Adams Park and  
Trailhead, Ironwood Park

GEOTEK is a full service consulting firm specializing in geotechnical, construction materials testing and inspection services and environmental services since it was incorporated in 1997. Their services are provided by a diverse team of professional who are passionate about their careers and who carry a specialized knowledge of their profession. We approach every project with a team concept in mind, and our reputation for high quality and timely service at competitive rates has established us as an industry leader.

#### Similar Project Experience

- Lakeland Village Community Center

Client: Riverside County

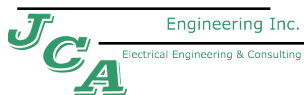
- Moreno Valley Amphitheater

Client: City of Moreno Valley

## ELECTRICAL ENGINEERING

### JCA Engineering Inc.

James Corns  
Principal  
909-864-0223  
james.corns@jcaeng.com



Project Involvement:  
All 7 Parks Listed Within Proposal

JCA Engineering is dedicated to providing efficient innovative architectural lighting design services, and state-of-the-art electrical engineering. JCA is a Certified Small Business Enterprise. Projects successfully completed within the last year represent total construction values exceeding thirty million dollars. Those projects encompassed active and passive recreational sites, sports complexes, arenas, new and renovated educational facilities, efficient public works facilities, religious facilities, and streetscapes for community revitalization.

#### Projects Collaboration with ADG

- Moreno Valley Amphitheater

Client: City of Moreno Valley

- Phil and Nell Soto Park

Client: City of Pomona



## WATER FEATURES

### California Waters

Mark Pitman  
President  
949-528-0900x101  
mpitman@  
CaliforniaWaters.com



Project Involvement:  
Ironwood Park

Since 1999, California Waters has been California's leader in serving owners, developers, architects, engineers, general contractors, property managers, and public entities of high-end commercial and municipal recreational water features. We are uniquely qualified to provide services for the complete life cycle of a water feature, from the very first stage of germination all the way to a second-generation renovation.

#### Experience

- Enchanted Hills Splash Pad

Client: City of Perris

- Eagle Soar Splash Pad

Client: City of Temecula





### ARCHITECT

#### SVA Architects

Judy Cheng  
Principal  
949-809-3380  
jcheng@sva-architects.com



#### ARCHITECTS

Project Involvement:  
Washington Charter Park

Since its founding in 2003, SVA Architects, Inc. has offered architectural planning and design services to civic and municipal clients across California and the western United States. SVA consistently provides an array of comprehensive architectural and master planning services, ranging from commercial, office and residential to hospitality, educational and numerous urban mixed-use designs. Throughout this time, SVA has been able to receive both new and repeat work commissions based on our reputation, client satisfaction, educational experience, design excellence, technical expertise, sustainable design approach, teamwork, and our overall commitment to our clients.

#### Projects Collaboration with ADG

- Moreno Valley Amphitheater Restroom  
Client: City of Moreno Valley
  - Jurupa City Hall  
Client: City of Jurupa

### ENVIRONMENTAL

#### ECORP Consulting, Inc.

Scott Taylor  
Senior Biological Program  
Manager  
909-307-0046  
staylor@  
ecorpc consulting.com



Project Involvement:  
Hombres Adams Park and  
Trailhead, Randall Henderson  
Trailhead

Established in 1987, ECORP Consulting, Inc. (ECORP) is a California "S" Corporation that specializes in assisting government agencies and private clients with a wide range of environmental services. ECORP brings an experienced team of more than 120 CEQA and NEPA specialists, terrestrial and aquatic biologists, wetlands specialists, paleontologists, archaeologists/cultural resource specialists, air quality/greenhouse gas specialists, noise analysis specialists, geographic information systems (GIS) specialists, and unmanned aerial systems (UAS) pilots.

#### Experience in Palm Desert

- On-Call Environmental Services  
Client: Coachella Valley Water District
- CV Link Multimodal Transportation Project  
Client: Coachella Valley Association of Governments

### GRANT WRITING

#### Avant Garde, Inc. (AGI)

Megan LeNoue  
Manager  
909-816-5126  
mlenoue@agi.com.co

Project Involvement:  
Available For All Projects, As Needed

Avant-Garde specializes in government funding and grant sources with requirements ranging from basic applications and documentation to competitive project submittals. Our team has been instrumental in securing and managing millions of dollars for southern California projects. Services include program management, grants and funding administration, labor compliance, and community outreach.

*Hillbrook Park, Signal Hill*

*Grand Park, Ontario*

*Riverbend Park, Jurupa Valley*





## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Homme Adams Park, Project No. CPK00005

#### PROJECT OVERVIEW:

ADG will provide professional services for the **Trailhead and Park Revitalization at Homme Adams Park (and Trailhead) Project** in the City of Palm Desert. Currently there are a number of amenities existing at the trailhead, including monument signage, two rail fencing, trash enclosures, educational signage, a small shade structure with seating, and a drinking fountain. Which while all functional are dated and the City wishes to update the amenities at the park and include a new disc golf course, to do this ADG anticipates:

- **Additional parking** to be implemented on site
- **New amenities** such as a pre-fabricated restroom, shade structure seating area and amenities identified during community engagement
- **Disc Golf Course** Design with tee boxes and disc baskets (total number of holes to be determined)
- **New landscape** around key areas like the parking areas and trailhead

This retrofit will align with established park standards while promoting both functionality and visual appeal.

#### PROJECT APPROACH:

ADG, having already visited the site, has a solid understanding of the existing conditions and is prepared to meet with the City immediately upon selection.

ADG will engage with the City to discuss the proposed scope of work, initial budgets, project details, and an updated timeline based on realistic expectations and starting points. Following this meeting, ADG will conduct a comprehensive site analysis of the park site and surrounding conditions at Homme Adams Park.

The findings from this site analysis will help identify existing challenges and potential opportunities. These insights will be integrated into the public engagement plans using the TIERS methodology, ensuring a well-informed and community-driven approach.

ADG will facilitate three community engagement meetings as part of **Task I: Public Engagement Phase**. This will begin with an initial meeting with City and Parks and Recreation Staff to establish the approach for public engagement. Following this, ADG will conduct initial stakeholder and secondary stakeholder meetings, as well as broader community outreach efforts.

Simultaneously, **Task II: Preliminary Planning and Conceptual Design Phase** will progress in parallel to ensure that all necessary materials are prepared for these meetings.

After gathering community input, ADG will compile and analyze the feedback to develop a comprehensive report for the City Council. This report, which will include an overview of requested amenities and recommendations for any further input if needed, will be submitted no later than three months from the contract start date.

If no further input is required, ADG will proceed to **Task III: Construction Document Phase**. This phase will include the development of:



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Homme Adams Park, Project No. CPK00005

- Demolition plans
- Construction plans
- Construction detailing
- Irrigation Plans
- Irrigation Detailing
- Irrigation Calculations
- Planting Plans
- Planting Detailing
- Cost estimating
- Lighting Plans (JCA)
- Grading Plans (Madole)
- Book Specifications
- Management Plan

Additionally, ADG will provide bidding and construction support as requested in the RFP from the City of Palm Desert, providing assistance during the construction of Homme Adams Park.

**JCA, our Electrical Engineering consultant**, will provide Electrical Engineering, Electrical Construction Documents, and Electrical Document support if new lighting is required by the City. Construction Observation is not included.

**Madole, our Civil Engineering consultant**, will provide an optional topographic survey if one is not available from the City, and a grading and drainage plan based off the approved design direction. Construction Observation is not included.

**Geotek, our Geotechnical Engineering consultant**, will provide the geotechnical analysis for the soils on site to provide accurate information for other engineering consultants and amenities manufacturers to use for site specific design standards their designs will need to account for.

**Ecorp, our Environmental Planning consultant**, shall provide all the required environmental and permitting studies that are required for the implementation of the proposed design features.

### PROJECT ASSUMPTIONS:

- The Scope for **Homme Adams Park** as defined in the RFP shall be focused on the additional parking, a new shade structure, a dry well pre-fabrication restroom, additional park furnishing, a disc-golf course, and the possibility of some additional landscape. If the scope expands beyond this after **Task I and Task II**, ADG and its consultants reserve the right to adjust fees accordingly.
- The City has indicated the **possibility of providing topographic surveys** but has requested an optional survey fee from our consultants for convenience.
- If new lighting fixtures need to be added to the exiting lighting system, JCA has provided a separate fee for the City to consider.
- **Structural engineering for various amenities are not included in this fee.** It is anticipated the manufacturers will provide these, however if that is not the case or the scope expands during public engagement and amenities requiring engineering are to be implemented ADG will reach out to a structural engineer for an additional fee.
- **Irrigation and Planting plans are included as requested in the RFP**, however due to the natural state of the project site ADG anticipates the planting design, if any, will



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Homme Adams Park, Project No. CPK00005

lean towards the limited use of native and drought tolerant adapted plants, with a point-to-point irrigation system.

- During our site visit an on-site drinking fountain was discovered so **it is assumed potable water is available on site.**
- Per the Q & A electric and sewer connections are not anticipated to be available on site. **The restroom is assumed to be a dry well and lighting will be solar powered.**
- A management plan has been requested in the RFP and a fee for this scope has been provided.
- **3D renderings for the site are not included in this proposal.** If in the event they are required ADG can provide a fee for such services.
- **The Restroom is assumed to be pre-fabricated** and if in the event a custom restroom is desired ADG will request SVA, our subconsultant architect, to provide an additional fee.

*Our Scope of Services are further detailed below and are listed in order of anticipated completion.*

### SCOPE OF SERVICES

ADG has reviewed the scope of service requirements identified in the RFP. Based on these requirements, ADG, and its team of consultants, agree to provide the following services for the park site as indicated below. All designs will be prepared in accordance with ADA guidelines. Subconsultant proposals are included in our separate fee envelope to provide further detail.

#### TASK I. Public Engagement

1. Project Kick Off Meeting (one in-person). This will be the time where ADG will collect preliminary information for the Public Engagement Plan in order to set the goals and objectives for the first, and subsequent public engagement meetings.
2. Site Field Visit to record existing conditions of project area and analyze opportunities and constraints. Soil Samples will be taken at this time for potential use in case project scope expands to include new landscaping.
3. Site Visit report to document the findings of the site field visit.
4. Timeline and Schedule creation following the project kick off meeting outlining each phase of the project for City approval.
5. Public Engagement Plan based off the TIERS Public Engagement Framework for City approval.
6. Presentation material creation for the three engagement meetings to accurately convey design ideas and get feedback.
7. Initial Public Engagement meeting with the City and Stakeholders to define the design direction for the conceptual design moving into the secondary public engagement meeting.





## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Homme Adams Park, Project No. CPK00005

8. Secondary Public Engagement Meeting, where ADG shall present multiple design alternatives (two anticipated). ADG will collect feedback for both the designs to make design revisions and finalize the preferred design (one anticipated) with the feedback received.
9. Final Public Engagement meeting, where feedback from the City and Stakeholders, as approved by the City during the previous meeting, will be incorporated into the final design and presented during this meeting. Any final feedback will be incorporated after this meeting to provide a final concept for the City. At this time community engagement regarding a new name for the park (if applicable) will be decided per City of Palm Desert Resolution No. 2015-33.
10. Following the completion of each of the engagement meetings, a Public Engagement Report will be drafted reporting on each of the meetings findings. It is anticipated that three months after the contract start date this report will be finalized and completed for City review.
11. Monthly in-person meetings will be attended for an anticipated six months (six meetings). This will cover the conceptual design through construction documents. Monthly meetings in the construction phase are not anticipated.
12. Pre-Bid meeting prior to sending the plans out to bid. (one in-person meeting anticipated)
13. Pre-construction meeting prior to sending the plans out to bid. (one in-person meeting anticipated)
14. Project Administration/Telephone Coordination.
15. Consultant Coordination - Proactively initiate communications efforts between the design team to address key issues timely.

#### **TASK II. Preliminary Planning and Conceptual Design**

1. Optional Civil Engineering Topographic Survey should the City need it by Madole and Associates. This is to establish topography and existing utilities, and to assist in the preparation of accurate base sheets.
2. Overall Base Sheet Preparation one at 1"=80' at 24" x 36" Format.
3. Enlargement Base Sheet preparation, two at 1"=20' at 24" x 36" Format. One Enlargement for the southernmost parking lots, and another for the trailhead recreation area to the north.
4. Initial conceptual design following the first public engagement meeting, two designs anticipated. Each design will include an overall park plan and two conceptual enlargement plans.
5. Design revisions to conceptual design following presentation of the initial two designs during the Second Public Engagement meeting. The revision will be to the one preferred alternative to present during the final engagement meeting.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Homme Adams Park, Project No. CPK00005

6. Final design revisions following the third public engagement meeting for providing a finalized concept for City approval.
7. Materials Board showing proposed amenities, materials, and design features.
8. Project research, utility review, and coordination with consultants as applicable.
9. Preliminary Cost Estimate for City review and input.
10. Project timeline adjustments following concept approval for City approval.

#### **TASK III. Construction Documents**

1. Title sheet preparation utilizing City of Palm Desert Title Block. (24"x36" sheet format, one sheet total)
2. Construction Document Base Sheet Preparation at 1" = 30' scale. (24"x36" sheet format, three sheets total)
3. Demolition Plan prepared by ADG indicating all removals and items to remain. (three sheets total)
4. Fine grading plan coordination with Madole.
5. Construction Plan Preparation for layout and detailing of the proposed improvements.
6. Construction Detail Preparation for all proposed amenities.
7. Landscape Irrigation plans. Plans shall include irrigation components, architectural components, layout, and features. The plans shall be at a horizontal scale of 1" = 30'. Prepare documentation necessary to comply with the City's Water Efficient Landscape Ordinance. Design irrigation water services from domestic mains. We will check existing services condition and provide recommendations or new connections to supply required irrigation
8. Prepare Water Efficiency Landscape Worksheet. \*
9. Prepare 2 Irrigation Controller Charts. \*
10. Landscape Planting plans. Plans shall include landscaping, plants and materials, architectural components, layout, and features. The plans shall be at a horizontal scale of 1" = 30'. Prepare documentation necessary to comply with the City's Water Efficient Landscape Ordinance.
11. Irrigation and Planting Detail Preparation per City Standards.
12. Prepare Planting/Irrigation Hydro-zone Plan. \*
13. Provide Soils Test and Soils Management Report. \*
14. Prepare Annual Irrigation and Planting Maintenance Schedule. \*
15. Prepare Construction, Irrigation, and Planting Specifications in book format at 8.5" x 11".
16. Final cost estimate of all improvements specified on the construction plans.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Homme Adams Park, Project No. CPK00005

17. Material furnishing selection.
18. Management Plan for the proposed built amenities and site improvements.
19. Package Coordination.
20. Plan Checking and Plan Check Corrections.
21. Project Administration and Telephone Consultation.
22. WQMP Plans by Madole.
23. Civil grading and drainage design plans by Madole. Plans will include all applicable grading requirements for a new playground and ADA compliance improvements.
24. Optional Electrical Engineering Plans Provided by JCA for new site lighting if desired from the community input meetings.
25. Geotechnical Engineering by Geotek.
26. Environmental Studies by E-Corp.

#### **TASK IV. Bidding and Construction Support:**

1. Respond to RFI's during projects advertisement period.
2. Prepare project addenda for the City. (two anticipated)
3. Attend construction observation meetings during construction. (three anticipated)
4. Preparation of site review reports for submittal to City staff for review, and contractor for correction. (three reports total)
5. Review and provide response to contractor's requests for information (RFI) about the plans and specifications forwarded to the Consultant by the City.
6. Submittal review.
7. Review and approve shop drawings, as needed.

\* Items required for AB 1881 California Water Efficient Landscape Ordinance.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### University Park, Project No. CPK00006

#### PROJECT OVERVIEW:

ADG will provide professional services for the **University Park Playground Retrofit Project** in the City of Palm Desert. The existing playground equipment has experienced significant weathering due to prolonged exposure to high temperatures. To address this, an upgrade is recommended to:

- Restore the **aesthetic appeal** of the play area
- Provide **consistency** with the park's other amenities
- Preserve the **original recreational value**

This retrofit will align with established park standards while promoting both functionality and visual appeal.

#### PROJECT APPROACH:

ADG, having already visited the site, has a solid understanding of the existing conditions and is prepared to meet with the City immediately upon selection.

ADG will engage with the City to discuss the proposed scope of work, initial budgets, project details, and an updated timeline based on realistic expectations and starting points. Following this meeting, ADG will conduct a comprehensive site analysis of the existing play equipment and surrounding conditions at University Park.

The findings from this site analysis will help identify existing challenges and potential opportunities. These insights will be integrated into the public engagement plans using the TIERS methodology, ensuring a well-informed and community-driven approach.

ADG will facilitate three community engagement meetings as part of **Task I: Public Engagement Phase**. This will begin with an initial meeting with City and Parks and Recreation Staff to establish the approach for public engagement. Following this, ADG will conduct initial stakeholder and secondary stakeholder meetings, as well as broader community outreach efforts.

Simultaneously, **Task II: Preliminary Planning and Conceptual Design Phase** will progress in parallel to ensure that all necessary materials are prepared for these meetings.

After gathering community input, ADG will compile and analyze the feedback to develop a comprehensive report for the City Council. This report, which will include an overview of requested amenities and recommendations for any further input if needed, will be submitted no later than three months from the contract start date.

If no further input is required, ADG will proceed to **Task III: Construction Document Phase**. This phase will include the development of:

- Demolition plans
- Construction plans
- Construction detailing and specifications
- Cost estimating
- Lighting Plan (JCA)
- Grading Plan (Madole)



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### University Park, Project No. CPK00006

Additionally, ADG will provide bidding and construction support as requested in the RFP from the City of Palm Desert, providing assistance during the construction of University Park.

**JCA, our Electrical Engineering consultant**, will provide Electrical Engineering, Electrical Construction Documents, and Electrical Document support if new lighting is required by the City.

**Madole, our Civil Engineering consultant**, will provide an optional topographic survey if one is not available from the City, and a grading and drainage plan based off the approved design direction.

#### PROJECT ASSUMPTIONS:

- The **University Park Scope**, as defined in the RFP, is limited to the **playground area**, including the installation of new play equipment and surfacing. If the scope expands beyond this after **Task I and Task II**, ADG and its consultants reserve the right to adjust fees accordingly. It is assumed that the existing shade structure over the playground will remain in place.
- The City has indicated the **possibility of providing topographic surveys** but has requested an optional survey fee from our consultants for convenience.
- If new lighting fixtures need to be added to the exiting lighting system, JCA has provided a separate fee for the City to consider.
- Per the RFP and Q and A, the playground scope **will not extend beyond the original play area footprint**, and adjustments to adjacent hardscape are not anticipated.
- **Structural engineering for various amenities are not included in this fee.** It is anticipated the prefabricated elements/structures will be a deferred submittal. The City's selected contractor will be responsible for providing these. However if that is not the case or the scope expands during public engagement and amenities requiring engineering are to be implemented, ADG will reach out to a structural engineer for an additional fee.
- 3D renderings of the play equipment are also anticipated to be provided by the manufacturer. If unavailable, ADG can coordinate with 3DIkon to obtain a quote for rendering services.

*Our Scope of Services are further detailed below and are listed in order of anticipated completion.*

#### SCOPE OF SERVICES

ADG has reviewed the scope of service requirements identified in the RFP. Based on these requirements, ADG, and its team of consultants, agree to provide the following services for the park site as indicated below. All designs will be prepared in accordance with ADA guidelines. Subconsultant proposals are included in our separate fee envelope to provide further details.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### University Park, Project No. CPK00006

#### **TASK I. Public Engagement**

1. Project Kick Off Meeting (one in-person). This will be the time where ADG will collect preliminary information for the Public Engagement Plan in order to set the goals and objectives for the first, and subsequent public engagement meetings.
2. Site Field Visit to record existing conditions of project area and analyze opportunities and constraints. Soil Samples will be taken at this time for potential use in case the project scope expands to include new landscaping.
3. Site Visit report to document the findings of the site field visit.
4. Timeline and Schedule creation following the project kick off meeting outlining each phase of the project for City approval.
5. Public Engagement Plan based off the Tiers Public Engagement Framework for City approval.
6. Presentation material creation for the three engagement meetings to accurately convey design ideas and get feedback.
7. Initial Public Engagement meeting with the City and Stakeholders to define the design direction for the conceptual design moving into the secondary public engagement meeting.
8. Secondary Public Engagement Meeting, where ADG shall present multiple design alternatives (two anticipated). ADG will collect feedback for both the designs to make design revisions and finalize the preferred design (one anticipated) with the feedback received.
9. Final Public Engagement meeting, where feedback from the City and Stakeholders, as approved by the City during the previous meeting, will be incorporated into the final design and presented during this meeting. Any final feedback will be incorporated after this meeting to provide a final concept for the City. At this time community engagement regarding a new name for the park (if applicable) will be decided per City of Palm Desert Resolution No. 2015-33.
10. Following the completion of each of the engagement meetings, a Public Engagement Report will be drafted reporting on each of the meeting's findings. It is anticipated that three months after the contract start date this report will be finalized and completed for City review.
11. Monthly in-person meetings will be attended for an anticipated six months (six meetings). This will cover the conceptual design through construction documents. Monthly meetings in the construction phase are not anticipated.
12. Pre-Bid meeting prior to sending the plans out to bid. (one in-person meeting anticipated)
13. Pre-construction meeting prior to sending the plans out to bid. (one in-person meeting anticipated)
14. Project Administration/Telephone Coordination.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### University Park, Project No. CPK00006

15. Consultant Coordination - Proactively initiate communications efforts between the design team to address key issues timely.

#### **TASK II. Preliminary Planning and Conceptual Design**

1. Optional Civil Engineering Topographic Survey should the City need it by Madole and Associates. This is to establish topography and existing utilities, and to assist in the preparation of accurate base sheets.
2. Base Sheet Preparation at 1"=10'-0" at 24" x 36" Format.
3. Initial conceptual design following the first public engagement meeting. (two designs anticipated)
4. Design revisions to conceptual design following presentation of the initial two designs during the Second Public Engagement meeting. The revision will be to the one preferred alternative to present during the final engagement meeting.
5. Final design revisions following the third public engagement meeting to provide a finalized concept for City approval.
6. Project research, utility review, and coordination with consultants as applicable.
7. Preliminary Cost Estimate for City review and input.
8. Project timeline adjustments following concept approval for City approval.

#### **TASK III. Construction Documents**

1. Title sheet preparation utilizing City of Palm Desert Title Block. (24"x36" sheet format, one sheet total)
2. Construction Document Base Sheet Preparation at 1" =10' scale. (24"x36" sheet format, one sheet total)
3. Demolition Plan prepared by ADG indicating all removals and items to remain.
4. Fine grading plan coordination with Madole.
5. Construction Plan Preparation for layout and detailing of the new playground design.
6. Construction Detail Preparation for all proposed amenities.
7. Prepare Construction Specifications in book format at 8.5" x 11".
8. Final cost estimate of all improvements specified in the construction plans.
9. Material furnishing selection.
10. Package Coordination.
11. Plan Checking and Plan Check Corrections.
12. Project Administration and Telephone Consultation.





## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### University Park, Project No. CPK00006

13. Civil grading and drainage design plans by Madole. Plans will include all applicable grading requirements for a new playground and ADA compliance improvement.
14. Optional Electrical Engineering Plans Provided by JCA for new walkway lighting if desired from the community input meetings.

#### **TASK IV. Bidding and Construction Support:**

1. Respond to RFI's during projects advertisement period.
2. Prepare project addenda for the City. (two anticipated)
3. Attend construction observation meetings during construction. (three anticipated)
4. Preparation of site review reports for submittal to City staff for review, and contractor for correction. (three reports total)
5. Review and provide response to contractor's requests for information (RFI) about the plans and specifications forwarded to the Consultant by the City.
6. Submittal review.
7. Review and approve shop drawings, as needed. JCA's electric plans do not include construction observation.





## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Washington Charter, Project No. CPK00008

#### PROJECT OVERVIEW:

ADG will provide professional services for the **Washington Charter Playground Retrofit Project** in the City of Palm Desert. The existing playground equipment has experienced significant weathering due to prolonged exposure to high temperatures. To address this, an upgrade is recommended to:

- Restore the **aesthetic appeal** of the play area
- Provide **consistency** with the park's other amenities
- Preserve the **original recreational value**

This retrofit will align with established park standards while promoting both functionality and visual appeal.

#### PROJECT APPROACH:

ADG, having already visited the site, has a solid understanding of the existing conditions and is prepared to meet with the City immediately upon selection.

ADG will engage with the City to discuss the proposed scope of work, initial budgets, project details, and an updated timeline based on realistic expectations and starting points. Following this meeting, ADG will conduct a comprehensive site analysis of the existing play equipment and surrounding conditions at Washington Charter.

The findings from this site analysis will help identify existing challenges and potential opportunities. These insights will be integrated into the public engagement plans using the TIERS methodology, ensuring a well-informed and community-driven approach.

#### Public Engagement and Concept Development

ADG will facilitate three community engagement meetings as part of **Task I: Public Engagement Phase**. This will begin with an initial meeting with City and Parks and Recreation Staff to establish the approach for public engagement. Following this, ADG will conduct initial stakeholder and secondary stakeholder meetings, as well as broader community outreach efforts.

Simultaneously, **Task II: Preliminary Planning and Conceptual Design Phase** will progress in parallel to ensure that all necessary materials are prepared for these meetings.

After gathering community input, ADG will compile and analyze the feedback to develop a comprehensive report for the City Council. This report, which will include an overview of requested amenities and recommendations for any further input if needed, will be submitted no later than three months from the contract start date.

#### Final Design and Implementation

If no further input is required, ADG will proceed to **Task III: Construction Document Phase**. This phase will include the development of:

- Demolition plans
- Construction plans
- Construction detailing and specifications
- Cost estimating



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Washington Charter, Project No. CPK00008

- Lighting Plans (JCA)
- Grading Plans (Madole)

Additionally, ADG will provide bidding and construction support as outlined in the RFP from the City of Palm Desert, providing oversight throughout the construction phase of Washington Charter.

**JCA, our Electrical Engineering consultant**, will provide Electrical Engineering, Electrical Construction Documents, and Electrical Document support if new lighting is required by the City.

**Madole, our Civil Engineering consultant**, will provide an optional topographic survey if one is not available from the City, and a grading and drainage plan based off the approved design direction.

**SVA, our Architectural consultant**, will support the project by assisting with the DSA (Division of the State Architect) approval process for the planned improvements at Washington Charter, overseeing compliance with regulatory requirements.

#### PROJECT ASSUMPTIONS:

- Due to the site's location on school grounds, a licensed Architect will coordinate with the DSA for park and playground improvements. SVA Architects, a member of our team, will provide this coordination if needed.
- The **Washington Charter Scope**, as defined in the RFP, is limited to the **playground area**, including the installation of new play equipment and surfacing. If the scope expands beyond this after **Task I and Task II**, ADG and its consultants reserve the right to adjust fees accordingly.
- The City has indicated the **possibility of providing topographic surveys** but has requested an optional survey fee from our consultants for convenience.
- If **additional lighting** is required, JCA has provided a separate fee for the City to consider.
- Per the RFP and Q and A, the playground scope **will not extend beyond the original play area footprint**, and adjustments to adjacent hardscape are not anticipated.
- **Structural engineering for playground equipment** is not included in this fee, as it is expected to be provided by the **playground manufacturer**.
- 3D renderings of the play equipment are also anticipated to be provided by the manufacturer. If unavailable, ADG can coordinate with 3DIkon to obtain a quote for rendering services.

*Our Scope of Services are further detailed below and are listed in order of anticipated completion.*

#### SCOPE OF SERVICES

ADG has reviewed the scope of service requirements identified in the RFP. Based on these requirements, ADG, and its team of consultants, agree to provide the following services for the park site as indicated below. All designs will be prepared in accordance with ADA



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Washington Charter, Project No. CPK00008

guidelines. Subconsultant proposals are included in our separate fee envelope to provide further details.

#### **TASK I. Public Engagement**

1. Project Kick Off Meeting (one in-person). This will be the time where ADG will collect preliminary information for the Public Engagement Plan in order to set the goals and objectives for the first, and subsequent public engagement meetings.
2. Site Field Visit to record existing conditions of project area and analyze opportunities and constraints. Soil Samples will be taken at this time for potential use in case the project scope expands to include new landscaping.
3. Site Visit report to document the findings of the site field visit.
4. Timeline and Schedule creation following the project kick off meeting outlining each phase of the project for City approval.
5. Public Engagement Plan based off the Tiers Public Engagement Framework for City approval.
6. Presentation material creation for the three engagement meetings to accurately convey design ideas and get feedback.
7. Initial Public Engagement meeting with the City and Stakeholders to define the design direction for the conceptual design moving into the secondary public engagement meeting.
8. Secondary Public Engagement Meeting, where ADG shall present multiple design alternatives (two anticipated). ADG will collect feedback for both the designs to make design revisions and finalize the preferred design (one anticipated) with the feedback received.
9. Final Public Engagement meeting, where feedback from the City and Stakeholders, as approved by the City during the previous meeting, will be incorporated into the final design and presented during this meeting. Any final feedback will be incorporated after this meeting to provide a final concept for the City. At this time community engagement regarding a new name for the park (if applicable) will be decided per City of Palm Desert Resolution No. 2015-33.
10. Following the completion of each of the engagement meetings, a Public Engagement Report will be drafted reporting on each of the meeting's findings. It is anticipated that three months after the contract start date this report will be finalized and completed for City review.
11. Monthly in-person meetings will be attended for an anticipated six months (six meetings). This will cover the conceptual design through construction documents. Monthly meetings in the construction phase are not anticipated.
12. Pre-Bid meeting prior to sending the plans out to bid. (one in-person meeting anticipated)



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Washington Charter, Project No. CPK00008

13. Pre-construction meeting prior to sending the plans out to bid. (one in-person meeting anticipated)
14. Project Administration/Telephone Coordination.
15. Consultant Coordination - Proactively initiate communications efforts between the design team to address key issues timely.

#### **TASK II. Preliminary Planning and Conceptual Design**

1. Optional Civil Engineering Topographic Survey should the City need it by Madole and Associates. This is to establish topography and existing utilities, and to assist in the preparation of accurate base sheets.
2. Base Sheet Preparation at 1"=10'-0" at 24" x 36" Format.
3. Initial conceptual design following the first public engagement meeting. (two designs anticipated)
4. Design revisions to conceptual design following presentation of the initial two designs during the Second Public Engagement meeting. The revision will be to the one preferred alternative to present during the final engagement meeting.
5. Final design revisions following the third public engagement meeting to provide a finalized concept for City approval.
6. Project research, utility review, and coordination with consultants as applicable.
7. Preliminary Cost Estimate for City review and input.
8. Project timeline adjustments following concept approval for City approval.

#### **TASK III. Public Engagement Construction Documents**

1. Title sheet preparation utilizing City of Palm Desert Title Block. (24"x36" sheet format, one sheet total)
2. Construction Document Base Sheet Preparation at 1" =10' (scale). (24"x36" sheet format, one sheet total)
3. Demolition Plan prepared by ADG indicating all removals and items to remain.
4. Fine grading plan coordination with Madole.
5. Construction Plan Preparation for layout and detailing of the new playground design.
6. Construction Detail Preparation for all proposed amenities.
7. Prepare Construction Specifications in book format at 8.5" x 11".
8. Final cost estimate of all improvements specified in the construction plans.
9. Material furnishing selection.
10. Package Coordination.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Washington Charter, Project No. CPK00008

11. Plan Checking and Plan Check Corrections.
12. Project Administration and Telephone Consultation.
13. Civil grading and drainage design plans by Madole. Plans will include all applicable grading requirements for a new playground and ADA compliance improvement.
14. Civil Engineering Water Quality Management Plan (WQMP) to manage quality and quantity of runoff from the site by Madole.
15. Optional Electrical Engineering Plans Provided by JCA for new walkway lighting if desired from the community input meetings.
16. Coordination with the DSA (Division of the State Architect) by SVA during the approval process for the planned improvements at Washington Charter, overseeing compliance with regulatory requirements.

#### **TASK IV. Bidding and Construction Support:**

1. Respond to RFI's during projects advertisement period.
2. Prepare project addenda for the City. (two anticipated)
3. Attend construction observation meetings during construction. (three anticipated)
4. Preparation of site review reports for submittal to City staff for review, and contractor for correction. (three reports total)
5. Review and provide response to contractor's requests for information (RFI) about the plans and specifications forwarded to the Consultant by the City.
6. Submittal review.
7. Review and approve shop drawings, as needed. JCA's electric plans do not include construction observation.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Randall Henderson Trailhead, Project No. CPK00009

#### PROJECT OVERVIEW:

ADG will provide professional services for the **Trailhead Revitalization at Randall Henderson Trailhead Project** in the City of Palm Desert. Currently there are a number of amenities existing at the trailhead, including monument signage, existing parking, trash enclosures, bench seating, and trail access. Which, while all are still functional they are dated and the City wishes to update the amenities at the trailhead, to do this ADG anticipates:

- **Additional parking** to be implemented on site.
- **New amenities** such as a pre-fabricated restroom, shade structure seating area and amenities identified during community engagement.
- **New landscape** around key areas like the parking areas and trailhead.

This retrofit will align with established park standards while promoting both functionality and visual appeal.

#### PROJECT APPROACH:

ADG, having already visited the site, has a solid understanding of the existing conditions and is prepared to meet with the City immediately upon selection.

ADG will engage with the City to discuss the proposed scope of work, initial budgets, project details, and an updated timeline based on realistic expectations and starting points. Following this meeting, ADG will conduct a comprehensive site analysis of the existing play equipment and surrounding conditions at Randall Henderson Trailhead.

The findings from this site analysis will help identify existing challenges and potential opportunities. These insights will be integrated into the public engagement plans using the TIERS methodology, ensuring a well-informed and community-driven approach.

ADG will facilitate three community engagement meetings as part of **Task I: Public Engagement Phase**. This will begin with an initial meeting with City and Parks and Recreation Staff to establish the approach for public engagement. Following this, ADG will conduct initial stakeholder and secondary stakeholder meetings, as well as broader community outreach efforts.

Simultaneously, **Task II: Preliminary Planning and Conceptual Design Phase** will progress in parallel to ensure that all necessary materials are prepared for these meetings.

After gathering community input, ADG will compile and analyze the feedback to develop a comprehensive report for the City Council. This report, which will include an overview of requested amenities and recommendations for any further input if needed, will be submitted no later than three months from the contract start date.

If no further input is required, ADG will proceed to **Task III: Construction Document Phase**. This phase will include the development of:

- Demolition plans
- Construction plans
- Construction detailing
- Irrigation Plans
- Irrigation Detailing
- Irrigation Calculations



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Randall Henderson Trailhead, Project No. CPK00009

- Planting Plans
- Planting Detailing
- Cost estimating
- Lighting Plans (JCA)
- Grading Plans (Madole)
- Book Specifications
- Management Plan

Additionally, ADG will provide bidding and construction support as requested in the RFP from the City of Palm Desert, providing assistance during the construction of Freedom Park.

**JCA, our Electrical Engineering consultant**, will provide Electrical Engineering, Electrical Construction Documents, and Electrical Document support if new lighting is required by the City. Construction Observation is not included.

**Madole, our Civil Engineering consultant**, will provide an optional topographic survey if one is not available from the City, and a grading and drainage plan based off the approved design direction. Construction Observation is not included.

**Geotek, our Geotechnical Engineering consultant**, will provide the geotechnical analysis for the soils on site to provide accurate information for other engineering consultants and amenities manufacturers to use for site specific design standards their designs will need to account for.

**Ecorp, our Environmental Planning consultant**, shall provide all the required environmental and permitting studies that are required for the implementation of the proposed design features.

#### PROJECT ASSUMPTIONS:

- The Scope for **Randall Henderson Trailhead** as defined in the RFP shall be focused on the additional parking, a new shade structure, a restroom which may or may not be a dry well pre-fabrication, additional park furnishing, and the possibility of some additional landscape. If the scope expands beyond this after **Task I and Task II**, ADG and its consultants reserve the right to adjust fees accordingly.
- The City has indicated the **possibility of providing topographic surveys** but has requested an optional survey fee from our consultants for convenience.
- If **additional lighting** is required, JCA has provided a separate fee for the City to consider.
- **Structural engineering for various amenities are not included in this fee.** It is anticipated the prefabricated elements/structures will be a deferred submittal. The City's selected contractor will be responsible for providing these. However if that is not the case or the scope expands during public engagement and amenities requiring engineering are to be implemented, ADG will reach out to a structural engineer for an additional fee.
- **Irrigation and Planting plans are included as requested in the RFP**, however due to the natural state of the project site ADG anticipates the planting design, if any, will lean towards the limited use of native and drought tolerant adapted plants, with a point-to-point irrigation system.





## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Randall Henderson Trailhead, Project No. CPK00009

- The Q & A stated that dry and wet utilities are available on site. However, the location of the utilities is unknown. We therefore have assumed the restroom to be a prefabricated dry-vault type. If the public engagement phase determines that the pre-fabricated restroom building, **requires full sewer and water connections, then we can reach out to our subconsultant Madole & Associated to provide a fee.**
- A management plan has been requested in the RFP and a fee for this scope has been provided.
- **3D renderings for the site are not included in this proposal.** If in the event they are required ADG can reach out to our sub consultant 3Dlkon to provide a fee for such services.
- **The Restroom is assumed to be pre-fabricated** and if in the event a custom restroom is desired ADG will request SVA to provide an additional fee.

*Our Scope of Services are further detailed below and are listed in order of anticipated completion.*

### SCOPE OF SERVICES

ADG has reviewed the scope of service requirements identified in the RFP. Based on these requirements, ADG, and its team of consultants, agree to provide the following services for the park site as indicated below. All designs will be prepared in accordance with ADA guidelines. Subconsultant proposals are included in our separate fee envelope to provide further detail.

#### TASK I. Public Engagement

1. Project Kick Off Meeting (one in-person). This will be the time where ADG will collect preliminary information for the Public Engagement Plan in order to set the goals and objectives for the first, and subsequent public engagement meetings.
2. Site Field Visit to record existing conditions of project area and analyze opportunities and constraints. Soil Samples will be taken at this time for potential use in case project scope expands to include new landscaping.
3. Site Visit report to document the findings of the site field visit.
4. Timeline and Schedule creation following the project kick off meeting outlining each phase of the project for City approval.
5. Public Engagement Plan based off the TIERS Public Engagement Framework for City approval.
6. Presentation material creation for the three engagement meetings to accurately convey design ideas and get feedback.
7. Initial Public Engagement meeting with the City and Stakeholders to define the design direction for the conceptual design moving into the secondary public engagement meeting.
8. Secondary Public Engagement Meeting, where ADG shall present multiple design alternatives (two anticipated). ADG will collect feedback for both the



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Randall Henderson Trailhead, Project No. CPK00009

designs to make design revisions and finalize the preferred design (one anticipated) with the feedback received.

9. Final Public Engagement meeting, where feedback from the City and Stakeholders, as approved by the City during the previous meeting, will be incorporated into the final design and presented during this meeting. Any final feedback will be incorporated after this meeting to provide a final concept for the City. At this time community engagement regarding a new name for the park (if applicable) will be decided per City of Palm Desert Resolution No. 2015-33.
10. Following the completion of each of the engagement meetings, a Public Engagement Report will be drafted reporting on each of the meetings findings. It is anticipated that three months after the contract start date this report will be finalized and completed for City review.
11. Monthly in-person meetings will be attended for an anticipated six months (six meetings). This will cover the conceptual design through construction documents. Monthly meetings in the construction phase are not anticipated.
12. Pre-Bid meeting prior to sending the plans out to bid. (one in-person meeting anticipated)
13. Pre-construction meeting prior to sending the plans out to bid. (one in-person meeting anticipated)
14. Project Administration/Telephone Coordination.
15. Consultant Coordination - Proactively initiate communications efforts between the design team to address key issues timely.

#### **TASK II. Preliminary Planning and Conceptual Design**

1. Optional Civil Engineering Topographic Survey should the City need it by Madole and Associates. This is to establish topography and existing utilities, and to assist in the preparation of accurate base sheets.
2. Overall Base Sheet Preparation one at 1"=60' at 24" x 36" Format.
3. Enlargement Base Sheet preparation, one at 1"=30' at 24" x 36" format. One Enlargement for the southern most parking lots, and another for the trailhead recreation area to the north.
4. Initial conceptual design following the first public engagement meeting, two designs anticipated. Each design will include an overall trailhead plan and one conceptual enlargement plan.
5. Design revisions to conceptual design following presentation of the initial two designs during the Second Public Engagement meeting. The revision will be to the one preferred alternative to present during the final engagement meeting.
6. Final design revisions following the third public engagement meeting to provide a finalized concept for City approval.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Randall Henderson Trailhead, Project No. CPK00009

7. Materials Board showing proposed amenities, materials, and design features.
8. Project research, utility review, and coordination with consultants as applicable.
9. Preliminary Cost Estimate for City review and input.
10. Project timeline adjustments following concept approval for City approval.

#### **TASK III. Construction Documents**

1. Title sheet preparation utilizing City of Palm Desert Title Block. (24"x36" sheet format, one sheet total)
2. Construction Document Base Sheet Preparation at 1" = 60' scale. (24"x36" sheet format, one sheet total) and one sheet at 1" = 30' scale. (24"x36" sheet format, two sheets total)
3. Demolition Plan prepared by ADG indicating all removals and items to remain. (three sheets total)
4. Fine grading plan coordination with Madole.
5. Construction Plan Preparation for layout and detailing of the proposed improvements. The Overall 60-scale plan will show trail connections and the larger area outside the parking area and trailhead for anticipated improvements in the interior of the trail. The 30-scale enlargement will show the anticipated improvements directly adjacent to the trail head and improved parking.
6. Construction Detail Preparation for all proposed amenities.
7. Landscape Irrigation plans. Plans shall include irrigation components, architectural components, layout, and features. The plans shall be at a horizontal scale of 1" = 30'. Prepare documentation necessary to comply with the City's Water Efficient Landscape Ordinance. Design irrigation water services from domestic mains. We will check existing services condition and provide recommendations or new connections to supply required irrigation
8. Prepare Water Efficiency Landscape Worksheet. \*
9. Prepare 2 Irrigation Controller Charts. \*
10. Landscape Planting plans. Plans shall include landscaping, plants and materials, architectural components, layout, and features. The plans shall be at a horizontal scale of 1" = 30'. Prepare documentation necessary to comply with the City's Water Efficient Landscape Ordinance.
11. Irrigation and Planting Detail Preparation per City Standards.
12. Prepare Planting/Irrigation Hydro-zone Plan. \*
13. Provide Soils Test and Soils Management Report. \*
14. Prepare Annual Irrigation and Planting Maintenance Schedule. \*
15. Prepare Construction, Irrigation, and Planting Specifications in book format at 8.5" x 11".



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Randall Henderson Trailhead, Project No. CPK00009

16. Final cost estimate of all improvements specified on the construction plans.
17. Material furnishing selection.
18. Management Plan for the proposed built amenities and site improvements.
19. Package Coordination.
20. Plan Checking and Plan Check Corrections.
21. Project Administration and Telephone Consultation.
22. WQMP Plans by Madole.
23. Civil grading and drainage design plans by Madole. Plans will include all applicable grading requirements for a new playground and ADA compliance improvements.
24. Optional Electrical Engineering Plans Provided by JCA for new site lighting if desired from the community input meetings.
25. Geotechnical Engineering by Geotek.
26. Environmental Studies by E-Corp.

#### **TASK IV. Bidding and Construction Support:**

1. Respond to RFI's during projects advertisement period.
2. Prepare project addenda for the City. (two anticipated)
3. Attend construction observation meetings during construction. (three anticipated)
4. Preparation of site review reports for submittal to City staff for review, and contractor for correction. (three reports total)
5. Review and provide response to contractor's requests for information (RFI) about the plans and specifications forwarded to the Consultant by the City.
6. Submittal review.
7. Review and approve shop drawings, as needed.

\* Items required for AB 1881 California Water Efficient Landscape Ordinance.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Freedom Park, Project No. MPK00001

#### PROJECT OVERVIEW:

ADG will provide professional services for the **Freedom Park Playground Retrofit Project** in the City of Palm Desert. The existing playground equipment has experienced significant weathering due to prolonged exposure to high temperatures. To address this, an upgrade is recommended to:

- Restore the **aesthetic appeal** of the play area
- Provide **consistency** with the park's other amenities
- Preserve the **original recreational value**

This retrofit will align with established park standards while promoting both functionality and visual appeal.

#### PROJECT APPROACH:

ADG, having already visited the site, has a solid understanding of the existing conditions and is prepared to meet with the City immediately upon selection.

ADG will engage with the City to discuss the proposed scope of work, initial budgets, project details, and an updated timeline based on realistic expectations and starting points. Following this meeting, ADG will conduct a comprehensive site analysis of the existing play equipment and surrounding conditions at Freedom Park.

The findings from this site analysis will help identify existing challenges and potential opportunities. These insights will be integrated into the public engagement plans using the TIERS methodology, ensuring a well-informed and community-driven approach.

ADG will facilitate three community engagement meetings as part of **Task I: Public Engagement Phase**. This will begin with an initial meeting with City and Parks and Recreation Staff to establish the approach for public engagement. Following this, ADG will conduct initial stakeholder and secondary stakeholder meetings, as well as broader community outreach efforts.

Simultaneously, **Task II: Preliminary Planning and Conceptual Design Phase** will progress in parallel to ensure that all necessary materials are prepared for these meetings.

After gathering community input, ADG will compile and analyze the feedback to develop a comprehensive report for the City Council. This report, which will include an overview of requested amenities and recommendations for any further input if needed, will be submitted no later than three months from the contract start date.

If no further input is required, ADG will proceed to **Task III: Construction Document Phase**. This phase will include the development of:

- Demolition plans
- Construction plans
- Construction detailing and specifications
- Cost estimating
- Lighting Plan (JCA)
- Grading Plan (Madole)



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Freedom Park, Project No. MPK00001

Additionally, ADG will provide bidding and construction support as requested in the RFP from the City of Palm Desert, providing assistance during the construction of Freedom Park.

**JCA, our Electrical Engineering consultant**, will provide Electrical Engineering, Electrical Construction Documents, and Electrical Document support if new lighting is required by the City.

**Madole, our Civil Engineering consultant**, will provide an optional topographic survey if one is not available from the City, and a grading and drainage plan based off the approved design direction.

#### PROJECT ASSUMPTIONS:

- The **Freedom Park Scope**, as defined in the RFP, is limited to the **playground area**, including the installation of new play equipment and surfacing. If the scope expands beyond this after **Task I and Task II**, ADG and its consultants reserve the right to adjust fees accordingly.
- The City has indicated the **possibility of providing topographic surveys** but has requested an optional survey fee from our consultants for convenience.
- If new lighting fixtures need to be added to the exiting lighting system, JCA has provided a separate fee for the City to consider.
- Per the RFP and Q and A, the playground scope **will not extend beyond the original play area footprint**, and adjustments to adjacent hardscape are not anticipated.
- **Structural engineering for various amenities are not included in this fee.** It is anticipated the prefabricated elements/structures will be a deferred submittal. The City's selected contractor will be responsible for providing these. However if that is not the case or the scope expands during public engagement and amenities requiring engineering are to be implemented, ADG will reach out to a structural engineer for an additional fee.
- 3D renderings of the play equipment are also anticipated to be provided by the manufacturer. If unavailable, ADG can coordinate with 3DIkon to obtain a quote for rendering services.

*Our Scope of Services are further detailed below and are listed in order of anticipated completion.*

#### SCOPE OF SERVICES

ADG has reviewed the scope of service requirements identified in the RFP. Based on these requirements, ADG, and its team of consultants, agree to provide the following services for the park site as indicated below.

All designs will be prepared in accordance with ADA guidelines. Subconsultant proposals are included in our separate fee envelope to provide further details.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Freedom Park, Project No. MPK00001

#### **TASK I. Public Engagement**

1. Project Kick Off Meeting (one in-person). This will be the time where ADG will collect preliminary information for the Public Engagement Plan in order to set the goals and objectives for the first, and subsequent public engagement meetings.
2. Site Field Visit to record existing conditions of project area and analyze opportunities and constraints. Soil Samples will be taken at this time for potential use in case the project scope expands to include new landscaping.
3. Site Visit report to document the findings of the site field visit.
4. Timeline and Schedule creation following the project kick off meeting outlining each phase of the project for City approval.
5. Public Engagement Plan based off the Tiers Public Engagement Framework for City approval.
6. Presentation material creation for the three engagement meetings to accurately convey design ideas and get feedback.
7. Initial Public Engagement meeting with the City and Stakeholders to define the design direction for the conceptual design moving into the secondary public engagement meeting.
8. Secondary Public Engagement Meeting, where ADG shall present multiple design alternatives (two anticipated). ADG will collect feedback for both the designs to make design revisions and finalize the preferred design (one anticipated) with the feedback received.
9. Final Public Engagement meeting, where feedback from the City and Stakeholders, as approved by the City during the previous meeting, will be incorporated into the final design and presented during this meeting. Any final feedback will be incorporated after this meeting to provide a final concept for the City. At this time community engagement regarding a new name for the park (if applicable) will be decided per City of Palm Desert Resolution No. 2015-33.
10. Following the completion of each of the engagement meetings, a Public Engagement Report will be drafted reporting on each of the meetings findings. It is anticipated that three months after the contract start date this report will be finalized and completed for City review.
11. Monthly in-person meetings will be attended for an anticipated six months (six meetings). This will cover the conceptual design through construction documents. Monthly meetings in the construction phase are not anticipated.
12. Pre-Bid meeting prior to sending the plans out to bid. (one in-person meeting anticipated)
13. Pre-construction meeting prior to sending the plans out to bid. (one in-person meeting anticipated)
14. Project Administration/Telephone Coordination.





## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Freedom Park, Project No. MPK00001

15. Consultant Coordination - Proactively initiate communications efforts between the design team to address key issues timely.

#### **TASK II. Preliminary Planning and Conceptual Design**

1. Optional Civil Engineering Topographic Survey should the City need it by Madole and Associates. This is to establish topography and existing utilities, and to assist in the preparation of accurate base sheets.
2. Base Sheet Preparation at 1"=10'-0" at 24" x 36" Format.
3. Initial conceptual design following the first public engagement meeting. (two designs anticipated)
4. Design revisions to conceptual design following presentation of the initial two designs during the Second Public Engagement meeting. The revision will be to the one preferred alternative to present during the final engagement meeting.
5. Final design revisions following the third public engagement meeting for providing a finalized concept for City approval.
6. Project research, utility review, and coordination with consultants as applicable.
7. Preliminary Cost Estimate for City review and input.
8. Project timeline adjustments following concept approval for City approval.

#### **TASK III. Construction Documents**

1. Title sheet preparation utilizing City of Palm Desert Title Block. (24"x36" sheet format, one sheet total)
2. Construction Document Base Sheet Preparation at 1" =10' (scale). (24"x36" sheet format, one sheet total)
3. Demolition Plan prepared by ADG indicating all removals and items to remain.
4. Fine grading plan coordination with Madole.
5. Construction Plan Preparation for layout and detailing of the new playground design.
6. Construction Detail Preparation for all proposed amenities.
7. Prepare Construction Specifications in book format at 8.5" x 11".
8. Final cost estimate of all improvements specified on the construction plans.
9. Material furnishing selection.
10. Package Coordination.
11. Plan Checking and Plan Check Corrections.
12. Project Administration and Telephone Consultation.
13. Civil grading and drainage design plans by Madole. Plans will include all applicable grading requirements for a new playground and ADA compliance improvement.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Freedom Park, Project No. MPK00001

14. Optional Electrical Engineering Plans Provided by JCA for new walkway lighting if desired from the community input meetings.

#### **TASK IV. Bidding and Construction Support:**

1. Respond to RFI's during projects advertisement period.
2. Prepare project addenda for the City. (two anticipated)
3. Attend construction observation meetings during construction. (Three anticipated)
4. Preparation of site review reports for submittal to City staff for review, and contractor for correction. (three reports total)
5. Review and provide response to contractor's requests for information (RFI) about the plans and specifications forwarded to the Consultant by the City.
6. Submittal review.
7. Review and approve shop drawings, as needed. JCA's electric plans do not include construction observation.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Ironwood Park, Project No. MPK00008

#### PROJECT OVERVIEW:

ADG will provide professional services for the **Ironwood Park Water Feature or Splash Pad and Shade Structure Project** in the City of Palm Desert. The existing park features a substantial turf area, and a playground equipped with shade sails. Based on insights gathered from community engagement sessions, a specific water feature or splash pad will be selected for integration into the park. To incorporate the new amenities, we will:

- **Collaborate** with the Community, City, and California Waters to deliver an exciting new water feature or splash pad.
- Design the shade structure within the water feature area to **mitigate** high temperatures
- Maintain shade and **accessibility** for year-round use

These new features will align with established park standards while promoting both functionality and visual appeal.

#### PROJECT APPROACH:

ADG, having already visited the site, has a solid understanding of the existing conditions and is prepared to meet with the City immediately upon selection.

ADG will engage with the City to discuss the proposed scope of work, initial budgets, project details, and an updated timeline based on realistic expectations and starting points. Following this meeting, ADG will conduct a comprehensive site analysis of the existing play equipment and surrounding conditions at Ironwood Park.

The findings from this site analysis will help identify existing challenges and potential opportunities. These insights will be integrated into the public engagement plans using the TIERS methodology, ensuring a well-informed and community-driven approach.

ADG will facilitate three community engagement meetings as part of **Task I: Public Engagement Phase**. This will begin with an initial meeting with City and Parks and Recreation Staff to establish the approach for public engagement. Following this, ADG will conduct initial stakeholder and secondary stakeholder meetings, as well as broader community outreach efforts.

Simultaneously, **Task II: Preliminary Planning and Conceptual Design Phase** will progress in parallel to ensure that all necessary materials are prepared for these meetings.

After gathering community input, ADG will compile and analyze the feedback to develop a comprehensive report for the City Council. This report, which will include an overview of requested amenities and recommendations for any further input if needed, will be submitted no later than three months from the contract start date.

If no further input is required, ADG will proceed to **Task III: Construction Document Phase**. This phase will include the development of:



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Ironwood Park, Project No. MPK00008

- Demolition plans
- Construction plans
- Construction detailing and specifications
- Cost estimating
- Lighting Plan (JCA)
- Grading Plan (Madole)

Additionally, ADG will provide bidding and construction support as requested in the RFP from the City of Palm Desert, providing assistance during the construction of Ironwood Park.

**JCA, our Electrical Engineering consultant**, will provide Electrical Engineering, Electrical Construction Documents, and Electrical Document support for the new water feature and if new lighting is required by the City.

**Madole, our Civil Engineering consultant**, will provide an optional topographic survey if one is not available from the City, and a grading and drainage plan based off the approved design direction.

**California Waters, our Water Feature consultant**, will assist with the design and preparation of construction documents for the water feature at the park, ensuring a well-integrated and functional aquatic element.

### PROJECT ASSUMPTIONS:

- Given the site's high temperatures and the existing, well-maintained shade infrastructure, the planned water feature or splash pad will include a shade structure, creating a comfortably shaded space for year-round use.
- The **Ironwood Park Scope**, as defined in the RFP, is limited to **the installation of a new water feature or splash pad and shade structure**. If the scope expands beyond this after **Task I and Task II**, ADG and its consultants reserve the right to adjust fees accordingly.
- The City has indicated the **possibility of providing topographic surveys** but has requested an optional survey fee from our consultants for convenience.
- If new lighting fixtures need to be added to the exiting lighting system, JCA has provided a separate fee for the City to consider.
- Per the RFP and Q and A, the scope is limited to the **installation of a new water feature or splash pad and shade structure**, and adjustments to adjacent existing hardscape are not anticipated.
- **Structural engineering for various amenities are not included in this fee**. It is anticipated the prefabricated elements/structures will be a deferred submittal. The City's selected contractor will be responsible for providing these. However if that is not the case or the scope expands during public engagement and amenities requiring engineering are to be implemented, ADG will reach out to a structural engineer for an additional fee.
- The water feature or splash pad is assumed to have its **water point of connection off the potable water meter that feeds the restroom building** and will not utilize a landscape water meter.





## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Ironwood Park, Project No. MPK00008

- We anticipate there are no existing showers on site, and as such **new showers will need to be included with any water feature that encourages active play like a splash pad.** We assume this requirement will be met with pole type shower & no improvements will be made to the existing restroom.
- The existing restroom on site is not a part of the scope, and if the water feature is active play like a splash pad, **then the number of restroom stalls & fixtures will drive the overall design and size of the feature to meet CBC requirements.**
- We do not anticipate any above ground housing for the pump equipment. **Pump equipment will be housed in underground vaults.**
- **3D renderings of the splash pad features are also anticipated to be provided by the manufacturer.** If unavailable, ADG can coordinate provide a quote for rendering services. 3D renderings of water features that are not a splash pad are not included.

*Our Scope of Services are further detailed below and are listed in order of anticipated completion.*

### SCOPE OF SERVICES

ADG has reviewed the scope of service requirements identified in the RFP. Based on these requirements, ADG, and its team of consultants, agree to provide the following services for the park site as indicated below. All designs will be prepared in accordance with ADA guidelines. Subconsultant proposals are included in our separate fee envelope to provide further details.

#### TASK I. Public Engagement

1. Project Kick Off Meeting (one in Person). This will be the time where ADG will collect preliminary information for the Public Engagement Plan in order to set the goals and objectives for the first, and subsequent public engagement meetings.
2. Site Field Visit to record existing conditions of project area and analyze opportunities and constraints. Soil Samples will be taken at this time for potential use in case the project scope expands to include new landscaping.
3. Site Visit report to document the findings of the site field visit.
4. Timeline and Schedule creation following the project kick off meeting outlining each phase of the project for City approval.
5. Public Engagement Plan based off the Tiers Public Engagement Framework for City approval.
6. Presentation material creation for the three engagement meetings to accurately convey design ideas and get feedback.
7. Initial Public Engagement meeting with the City and Stakeholders to define the design direction for the conceptual design moving into the secondary public engagement meeting.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Ironwood Park, Project No. MPK00008

8. Secondary Public Engagement Meeting, where ADG shall present multiple design alternatives (two anticipated). ADG will collect feedback for both the designs to make design revisions and finalize the preferred design (one anticipated) with the feedback received.
9. Final Public Engagement meeting, where feedback from the City and Stakeholders, as approved by the City during the previous meeting, will be incorporated into the final design and presented during this meeting. Any final feedback will be incorporated after this meeting to provide a final concept for the City. At this time community engagement regarding a new name for the park (if applicable) will be decided per City of Palm Desert Resolution No. 2015-33.
10. Following the completion of each of the engagement meetings, a Public Engagement Report will be drafted reporting on each of the meeting's findings. It is anticipated that three months after the contract start date this report will be finalized and completed for City review.
11. Monthly in-person meetings will be attended for an anticipated six months (six meetings). This will cover the conceptual design through construction documents. Monthly meetings in the construction phase are not anticipated.
12. Pre-Bid meeting prior to sending the plans out to bid. (anticipated one in-person meeting)
13. Pre-construction meeting prior to sending the plans out to bid. (anticipated one in-person meeting)
14. Project Administration/Telephone Coordination.
15. Consultant Coordination - Proactively initiate communications efforts between the design team to address key issues timely.

#### **TASK II. Preliminary Planning and Conceptual Design**

1. Optional Civil Engineering Topographic Survey should the City need it by Madole and Associates. This is to establish topography and existing utilities, and to assist in the preparation of accurate base sheets.
2. Coordination meeting with California Waters in association with the design of the water feature.
3. Base Sheet Preparation at 1"=20'-0" at 24" x 36" Format.
4. Initial conceptual design following the first public engagement meeting, two designs anticipated.
5. Design revisions to conceptual design following presentation of the initial two designs during the Second Public Engagement meeting. The revision will be to the one preferred alternative to present during the final engagement meeting.
6. Final design revisions following the third public engagement meeting to provide a finalized concept for City approval.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Ironwood Park, Project No. MPK00008

7. Project research, utility review, and coordination with consultants as applicable.
8. Preliminary Cost Estimate for City review and input.
9. Project timeline adjustments following concept approval for City approval.

#### **TASK III. Construction Documents**

1. Title sheet preparation utilizing City of Palm Desert Title Block. (24"x36" sheet format, one sheet total)
2. Construction Document Base Sheet Preparation at 1" =20' (scale). (24"x36" sheet format, one sheet total)
3. Demolition Plan prepared by ADG indicating all removals and items to remain.
4. Fine grading plan coordination with Madole.
5. Construction Plan Preparation for layout and detailing of the new playground design.
6. Construction Detail Preparation for all proposed amenities.
7. Prepare Construction Specifications in book format at 8.5" x 11".
8. Final cost estimate of all improvements specified in the construction plans.
9. Material furnishing selection.
10. Package Coordination.
11. Plan Checking and Plan Check Corrections.
12. Project Administration and Telephone Consultation.
13. Civil grading and drainage design plans by Madole. Plans will include all applicable grading requirements for a new playground and ADA compliance improvement.
14. Optional Electrical Engineering Plans Provided by JCA for new walkway lighting if desired from the community input meetings.
15. Water Feature or splash pad construction documents assistance provided by California Waters.

#### **TASK IV. Bidding and Construction Support:**

1. Respond to RFI's during projects advertisement period.
2. Prepare project addenda for the City. (two anticipated)
3. Attend construction observation meetings during construction. (three anticipated)
4. Preparation of site review reports for submittal to City staff for review, and contractor for correction. (three reports total)
5. Review and provide response to contractor's requests for information (RFI) about the plans and specifications forwarded to the Consultant by the City.



## D. PROPOSED METHOD TO ACCOMPLISH THE WORK

### Ironwood Park, Project No. MPK00008

6. Submittal review.
7. Review and approve shop drawings, as needed. JCA's electric plans do not include construction observation.
8. California Waters Bidding and Construction Support for the Water Feature or Splash Pad.





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# APPENDICES

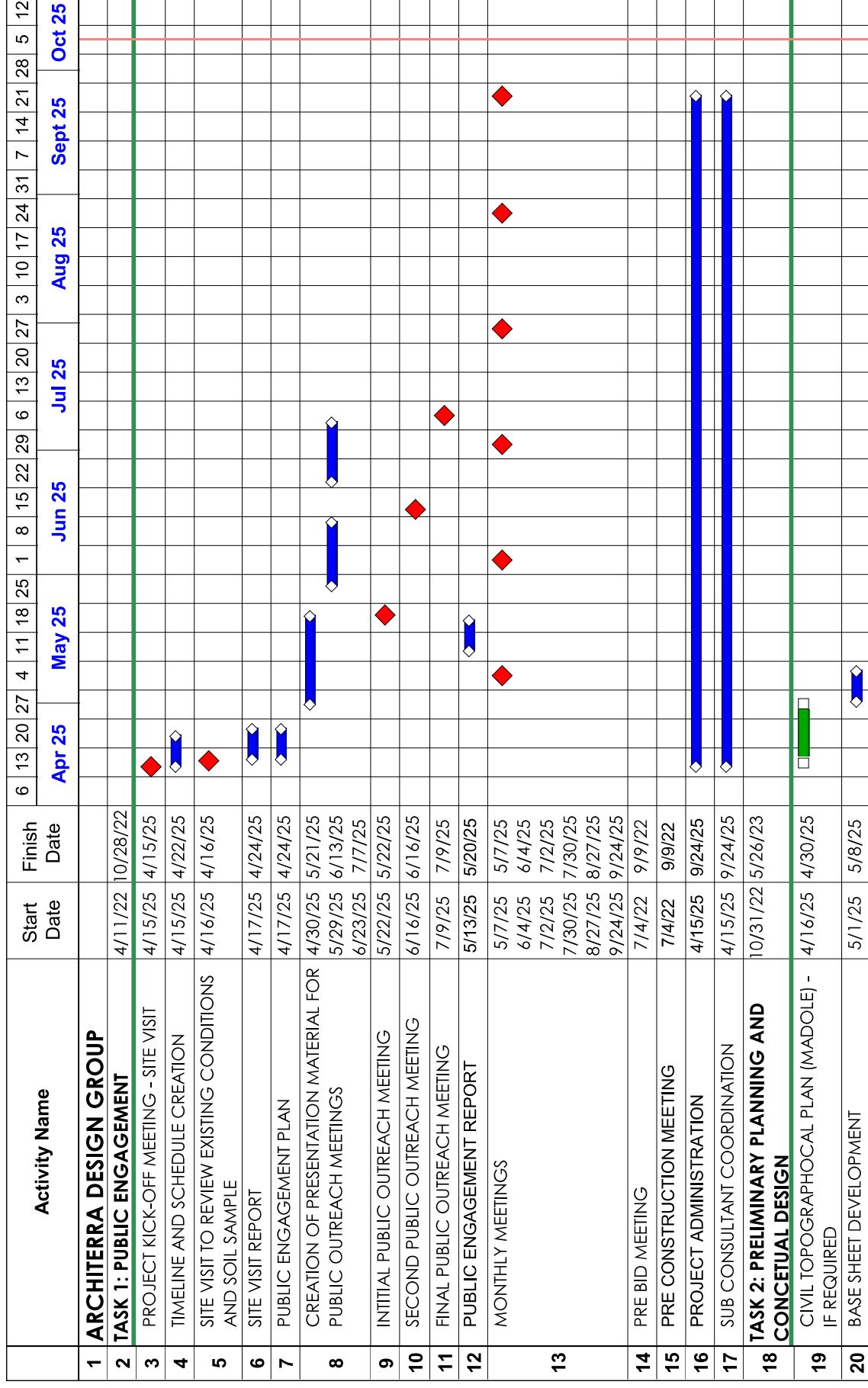
## PROJECT SCHEDULES

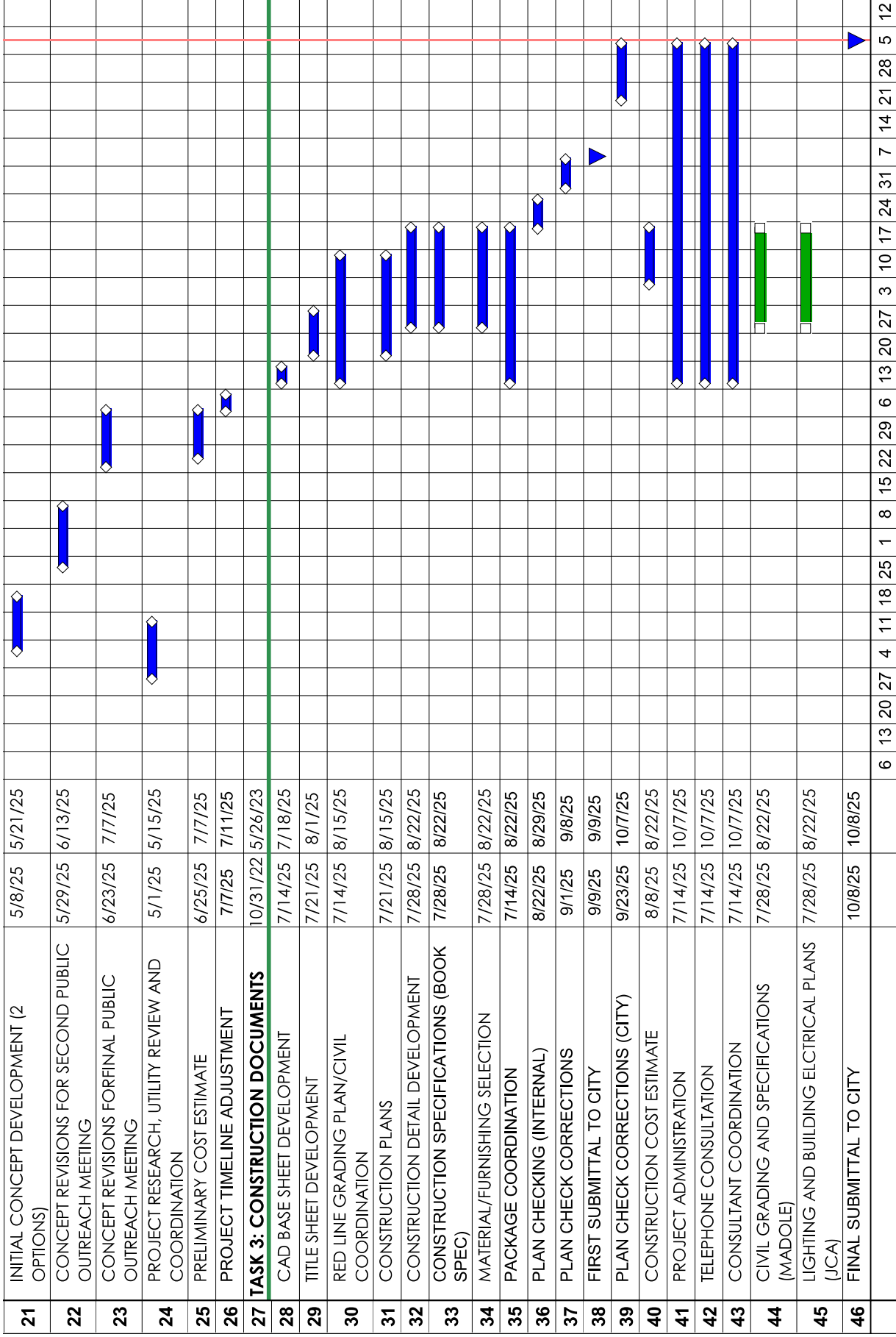
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# PROJECT SCHEDULE CITY OF PALM DESERT

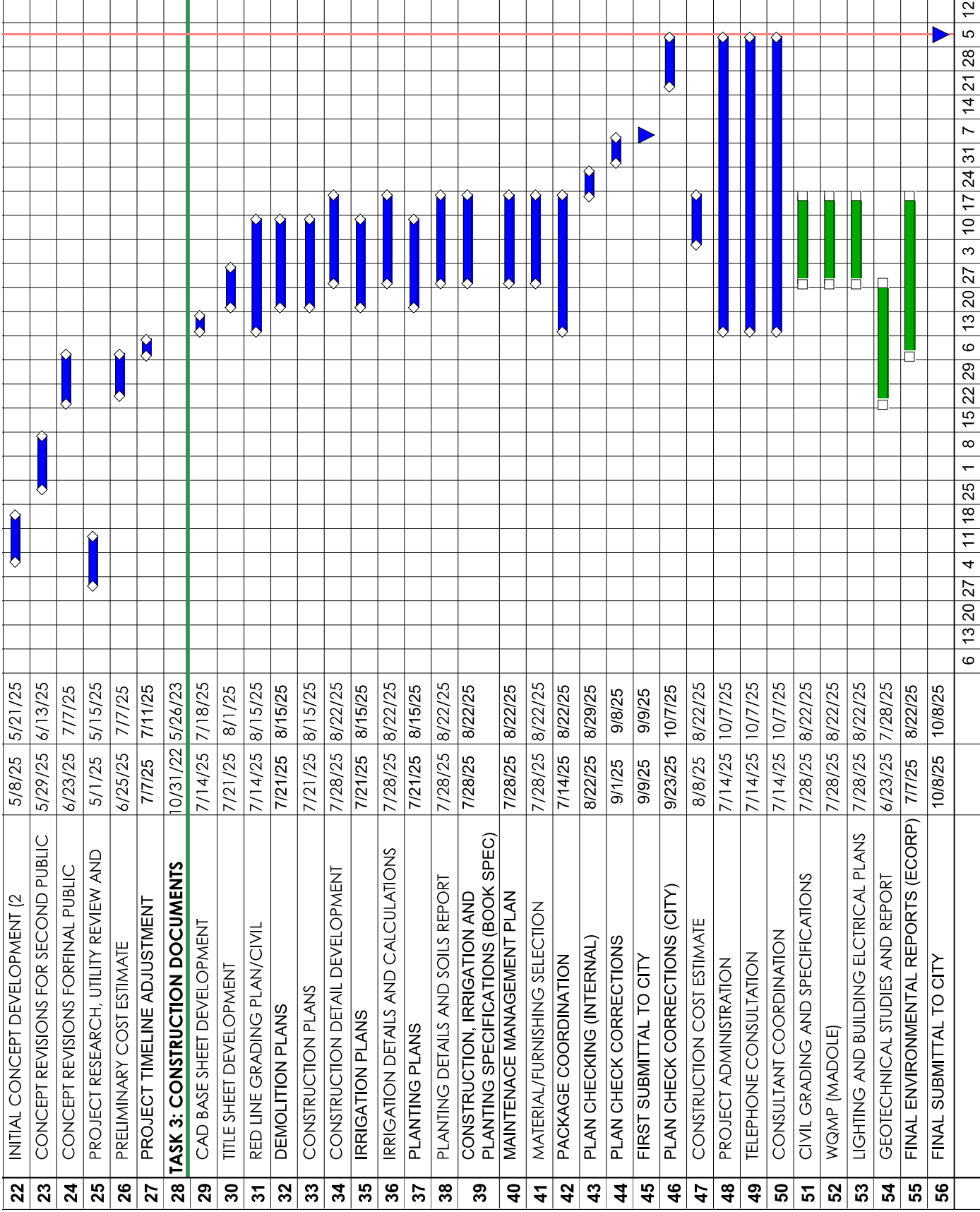
FREEDOM PARK, IRONWOOD PARK, UNIVERSITY PARK AND WASHINGTON CHARTER













**LANDSCAPE ARCHITECTURAL SERVICES FOR PARK AND TRAILHEAD ENGINEERING  
AND DESIGN 2024-RFP-156**

**FEE PROPOSAL**

**Homme Adams Park (CPK00005)**

TASK I. Public Engagement	\$18,710.00
TASK II. Preliminary Planning and Conceptual Design	\$22,575.00
TASK III. Construction Documents	\$216,385.00
TASK IV. Bidding and Construction Support	\$5,940.00
<b>Professional Fee Total:</b>	<b>\$263,610.00</b>
Estimated Reimbursable Expense Allowance: *	\$1,500.00
<b>GRAND TOTAL:</b>	<b>\$265,110.00</b>

**University Park (CPK00006)**

TASK I. Public Engagement	\$18,190.00
TASK II. Preliminary Planning and Conceptual Design	\$14,056.00
TASK III. Construction Documents	\$26,920.00
TASK IV. Bidding and Construction Support	\$4,725.00
<b>Professional Fee Total:</b>	<b>\$63,891.00</b>
Estimated Reimbursable Expense Allowance: *	\$1,500.00
<b>GRAND TOTAL:</b>	<b>\$65,391.00</b>

**Washington Charter (CPK00008)**

TASK I. Public Engagement	\$18,190.00
TASK II. Preliminary Planning and Conceptual Design	\$14,720.00
TASK III. Construction Documents	\$44,173.00
TASK IV. Bidding and Construction Support	\$4,725.00
<b>Professional Fee Total:</b>	<b>\$81,808.00</b>
Estimated Reimbursable Expense Allowance: *	\$1,500.00
<b>GRAND TOTAL:</b>	<b>\$83,308.00</b>

**Randall Henderson Trailhead (CPK00009)**

TASK I. Public Engagement	\$18,710.00
TASK II. Preliminary Planning and Conceptual Design	\$22,125.00
TASK III. Construction Documents	\$209,509.00
TASK IV. Bidding and Construction Support	\$5,940.00
<b>Professional Fee Total:</b>	<b>\$256,284.00</b>
Estimated Reimbursable Expense Allowance: *	\$1,500.00
<b>GRAND TOTAL:</b>	<b>\$257,784.00</b>

**Freedom Park (MPK00001)**

TASK I. Public Engagement	\$18,190.00
TASK II. Preliminary Planning and Conceptual Design	\$16,440.00
TASK III. Construction Documents	\$23,986.00
TASK IV. Bidding and Construction Support	\$4,725.00
<b>Professional Fee Total:</b>	<b>\$63,341.00</b>
Estimated Reimbursable Expense Allowance: *	\$1,500.00
<b>GRAND TOTAL:</b>	<b>\$64,841.00</b>

**Ironwood Park (MPK00008)**

TASK I. Public Engagement	\$18,190.00
TASK II. Preliminary Planning and Conceptual Design	\$16,626.00
TASK III. Construction Documents	\$75,258.00
TASK IV. Bidding and Construction Support	\$7,725.00
<b>Professional Fee Total:</b>	<b>\$117,799.00</b>
Estimated Reimbursable Expense Allowance: *	\$1,500.00
<b>GRAND TOTAL:</b>	<b>\$119,299.00</b>

**Landscape Architect - Architerra Design Group Hourly Billing Rates:**

Principal	\$200.00/Hour
Director	\$175.00/Hour
Project Manager	\$135.00/Hour
Landscape Designer	\$120.00/Hour
CADD Designer	\$100.00/Hour
Clerical	\$65.00/Hour

**Reimbursable Expenses \***

The following costs shall be reimbursed at cost, as needed, and are based on the demands of the project for items such as:

- Expense of outside reprographic reproductions for generation of original drawings, plan check submittals and construction bidding, including printing, plotting, photo reproductions, display photo boards and handouts.
- All automobile mileage shall be paid at the standard rate for business automobile use as set forth by the Internal Revenue Service.
- Cost of postage and shipping expenses other than first class mail.
- Photographic services, film and processing.
- Third party soil testing, as required by California Water Efficient Landscape Ordinance AB 1881. (agronomic soil testing)



**ARCHITERRA DESIGN GROUP**  
HOUR & COST PROJECTION  
**JOB NAME: Homme Adams Park (CPK00005)**  
CLIENT: City of Palm Desert  
CONTACT: Melanie Slater  
DATE: 03/18/2025  
PREPARED BY: ARK

TASK I. PUBLIC ENGAGEMENT			PROJECT			TOTAL		
	PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS	COST PER TASK
PROJECT KICK OFF MEETING (1 In-Person)		3	3				6	\$ 930.00
SITE VISIT (SOIL SAMPLE COLLECTED AT THIS TIME)			4				4	\$ 540.00
SITE VISIT REPORT			6	6			12	\$ 1,560.00
TIMELINE & SCHEDULE CREATION			2				2	\$ 270.00
PUBLIC ENGAGEMENT PLAN		4	4				8	\$ 1,240.00
PRESENTATION MATERIAL CREATION FOR ENGAGEMENT MEETINGS			4	8		12	24	\$ 2,320.00
PUBLIC ENGAGEMENT MEETING, INITIAL		4	4				8	\$ 1,240.00
PUBLIC ENGAGEMENT MEETINGS, SECONDARY		4	4				8	\$ 1,240.00
PUBLIC ENGAGEMENT MEETINGS, FINAL FOR PARKS & REC		4	4				8	\$ 1,240.00
PUBLIC ENGAGEMENT REPORT		1	8			4	13	\$ 1,515.00
MONTHLY MEETINGS (ASSUME 6 IN PERSON OVER 6 MO.)			24				24	\$ 3,240.00
PRE BID MEETING			4				4	\$ 540.00
PRE CONSTRUCTION MEETING			4				4	\$ 540.00
PROJECT ADMINISTRATION/TELEPHONE CONSULTATION			8				8	\$ 1,080.00
SUB. COORDINATION, JCA, MADOLE, & PLAY (3HRS EA)			9				9	\$ 1,215.00
<b>TOTALS</b>	<b>0</b>	<b>20</b>	<b>92</b>	<b>14</b>	<b>0</b>	<b>16</b>	<b>142</b>	<b>\$ 18,710.00</b>

TASK II. PRELIMINARY PLANNING AND CONCEPTUAL DESIGN			PROJECT			TOTAL		
	PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS	COST PER TASK
<b>MADOLE &amp; ASSOCIATES (CIVIL) TOPO IF REQUIRED</b>							<b>ALLOW</b>	<b>\$ 10,450.00</b>
BASE SHEET DEVELOPMENT 1 SHT 1"=80' AT 24 X 36 & 2 AT 20 SC			2		6		8	\$ 870.00
INITIAL CONCEPT AFTER 1ST PUBLIC ENGMT. (2 DESIGNS)		2	3	24	3		32	\$ 4,055.00
INITIAL CONCEPT REVISIONS FOR 2ND OUTREACH. (1 DESIGN)		2	2	12	2		18	\$ 2,320.00
FINAL CONCEPT REVISIONS FOR 3RD OUTREACH. (1 DESIGN)		2	2	12	2		18	\$ 2,320.00
MATERIALS BOARD			2	4			6	\$ 770.00
PROJECT RESEARCH, UTILITY REVIEW AND COORDINATION			3				3	\$ 405.00
PRELIMINARY COST ESTIMATE		1	2		4		7	\$ 845.00
PROJECT TIMELINE ADJUSTMENTS, FOR EACH PHASE W/ COST			4				4	\$ 540.00
<b>TOTALS</b>	<b>0</b>	<b>7</b>	<b>20</b>	<b>52</b>	<b>17</b>	<b>0</b>	<b>96</b>	<b>\$ 22,575.00</b>

TASK III. CONSTRUCTION DOCUMENTS			PROJECT		TOTAL		
PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS	COST PER TASK
TITLE SHEET/PROJECT INFO.		1		3		4	\$ 435.00
CAD BASE SHEET DEVELOPMENT (4 HRS/ 3 SHTS)		3		9		12	\$ 1,305.00
DEMOLITION PLAN (7 HRS/ 3 SHTS)		3		18		21	\$ 2,205.00
GRADING MARK UP COORDINATION	6					6	\$ 1,050.00
CONSTRUCTION PLAN (12 HRS/ 3 SHTS)		8		24		32	\$ 3,480.00
CONSTRUCTION AND GRADING DETAILS	2	4	32	10		48	\$ 5,890.00
IRRIGATION PLAN (18 HRS/3 SHTS)		12		42		54	\$ 5,820.00
IRRIGATION DETAILS		1		2		3	\$ 335.00
WATER EFFICIENT LANDSCAPE WORKSHEET *		0.5		1.5		2	\$ 217.50
TWO IRRIGATION CONTROLLER CHARTS *		0.5		1.5		2	\$ 217.50
PLANTING PLAN (12HRS/3 SHTS)	2	6		28		36	\$ 3,960.00
PLANTING DETAILS		0.5		1		1.5	\$ 167.50
PLANTING/IRRG. HYDRO ZONE PLAN *		2		2		4	\$ 470.00
SOILS TEST & REPORT TIME *		1				1	\$ 135.00
ANNUAL IRRIGATION & PLANTING MAINTENANCE SCH. *		0.5		0.5		1	\$ 117.50
CONSTRUCTION, IRRIGATION, & PLANTING SPECIFICATIONS (BOOK)	4	4				8	\$ 1,240.00
COST ESTIMATE (FINAL)		3		6		9	\$ 1,005.00
MATERIAL / FURNISHING SELECTION		4	4			8	\$ 1,040.00
MANAGEMENT PLAN	10	84			30	124	\$ 15,040.00
PACKAGE COORDINATION		2				2	\$ 270.00
PLAN CHECKING	6	4		12		22	\$ 2,790.00
PROJECT ADMINISTRATION		10				10	\$ 1,350.00
TELEPHONE CONSULTATION		6				6	\$ 810.00
CONSULTANT COORDINATION		100				100	\$ 13,500.00
MADOLE & ASSOCIATES (CIVIL) WQMP						ALLOW	\$ 7,440.00
MADOLE & ASSOCIATES (CIVIL) Grading & Specs						ALLOW	\$ 9,136.00
JCA (ELECTRICAL ENGINEER) Lighting Plan and Building Electric						ALLOW	\$ 18,900.00
GEOTEK (GEOTECHNICAL) GEOTECHNICAL PLAN						ALLOW	\$ 18,267.00
ECORP (ENVIRONMENTAL) ENVIRONMENTAL REPORTS						ALLOW	\$ 99,792.00
TOTALS	0	260	36	160.5	30	516.5	\$216,385.00

TASK IV. BIDDING AND CONSTRUCTION									
SUPPORT	PROJECT			TOTAL HOURS	COST PER TASK				
	PRINCIPAL	DIRECTOR	MANAGER						
	ANSWER RFI'S DURING ADVERTISEMENT PERIOD		4					4	\$ 540.00
	PREPARE PROJECT ADDENDA FOR CITY (ASSUME 2)		4					4	\$ 540.00
	CONSTRUCTION OBSERVATION (ASSUME 3 @ 5 HOURS EACH)		15					15	\$ 2,025.00
	PREPARATION OF SITE REVIEW REPORTS (ASSUME 3)		3					3	\$ 405.00
	ANSWER RFI'S AFTER CONSTRUCTION BID AWARD		6					6	\$ 810.00

SUBMITTAL REVIEW									8		\$	1,080.00
SHOPDRAWING REVIEW									4		\$	540.00
<b>TOTALS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>44</b>	<b>0</b>	<b>\$</b>	<b>5,940.00</b>
<b>PROFESSIONAL SERVICES TOTAL</b>												
<b>ESTIMATED REIMBURSABLE ALLOWANCE (STATE REQUIRED THIRD-PARTY SOIL TESTING, IRS MILEAGE FOR SITE VISITS)</b>											<b>\$</b>	<b>263,610.00</b>
<b>GRAND TOTAL</b>											<b>\$</b>	<b>265,110.00</b>

TEAM	
ARCHITERRA (LANDSCAPE ARCHITECT)	\$ 99,625.00
MADOLE (CIVIL ENGINEER)	\$ 27,026.00
JCA (ELECTRICAL ENGINEER)	\$ 18,900.00
GEOTEK (GEOTECHNICAL ENGINEER)	\$ 18,267.00
ECORP (ENVIRONMENTAL)	\$ 99,792.00
<b>TOTAL</b>	<b>\$ 263,610.00</b>

**ARCHITERRA DESIGN GROUP**  
HOUR & COST PROJECTION  
**JOB NAME: University Park (CPK00006)**  
CLIENT: City of Palm Desert  
CONTACT: Melanie Slater  
DATE: 03/18/2025  
PREPARED BY: ARK

TASK I. PUBLIC ENGAGEMENT			PROJECT			TOTAL		
	PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS	COST PER TASK
PROJECT KICK OFF MEETING (1 In-Person)		3	3				6	\$ 930.00
SITE VISIT (SOIL SAMPLE COLLECTED AT THIS TIME)			4				4	\$ 540.00
SITE VISIT REPORT			4	4			8	\$ 1,040.00
TIMELINE & SCHEDULE CREATION			2				2	\$ 270.00
PUBLIC ENGAGEMENT PLAN		4	4				8	\$ 1,240.00
PRESENTATION MATERIAL CREATION FOR ENGAGEMENT MEETINGS			4	8		12	24	\$ 2,320.00
PUBLIC ENGAGEMENT MEETING, INITIAL		4	4				8	\$ 1,240.00
PUBLIC ENGAGEMENT MEETINGS, SECONDARY		4	4				8	\$ 1,240.00
PUBLIC ENGAGEMENT MEETINGS, FINAL FOR PARKS & REC		4	4				8	\$ 1,240.00
PUBLIC ENGAGEMENT REPORT		1	8			4	13	\$ 1,515.00
MONTHLY MEETINGS (ASSUME 6 IN PERSON OVER 6 MO.)			24				24	\$ 3,240.00
PRE BID MEETING			4				4	\$ 540.00
PRE CONSTRUCTION MEETING			4				4	\$ 540.00
PROJECT ADMINISTRATION/TELEPHONE CONSULTATION			8				8	\$ 1,080.00
SUB. COORDINATION, JCA, MADOLE, & PLAY (3HRS EA)			9				9	\$ 1,215.00
<b>TOTALS</b>	<b>0</b>	<b>20</b>	<b>90</b>	<b>12</b>	<b>0</b>	<b>16</b>	<b>138</b>	<b>\$ 18,190.00</b>

TASK II. PRELIMINARY PLANNING AND CONCEPTUAL DESIGN			PROJECT			TOTAL		
	PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS	COST PER TASK
<b>MADOLE &amp; ASSOCIATES (CIVIL) TOPO *OPTIONAL</b>							<b>ALLOW</b>	<b>\$ 6,216.00</b>
CIVIL COORDINATION			5				5	\$ 675.00
BASE SHEET DEVELOPMENT 1"=10' AT 24 X 36			2		4		6	\$ 670.00
INITIAL CONCEPT AFTER 1ST PUBLIC ENGMT. (2 DESIGNS)			2	16	2		20	\$ 2,470.00
INITIAL CONCEPT REVISIONS FOR 2ND OUTREACH. (1 DESIGN)			1	8	1		10	\$ 1,235.00
FINAL CONCEPT REVISIONS FOR 3RD OUTREACH. (1 DESIGN)			1	8	1		10	\$ 1,235.00
PROJECT RESEARCH, UTILITY REVIEW AND COORDINATION			3				3	\$ 405.00
PRELIMINARY COST ESTIMATE		1	1		3		5	\$ 610.00
PROJECT TIMELINE ADJUSTMENTS, FOR EACH PHASE W/ COST			4				4	\$ 540.00
<b>TOTALS</b>	<b>0</b>	<b>1</b>	<b>19</b>	<b>32</b>	<b>11</b>	<b>0</b>	<b>63</b>	<b>\$ 14,056.00</b>



TASK III. CONSTRUCTION DOCUMENTS		PRINCIPAL	DIRECTOR	PROJECT MANAGER	DESIGNER	CAD	CLERICAL	TOTAL HOURS	COST PER TASK
TITLE SHEET/PROJECT INFO.				1		3		4	\$ 435.00
CONSTRUCTION DOCUMENT BASE SHEET SCALE: 1"= 10' (24"x 36")				1		3		4	\$ 435.00
DEMOLITION PLAN				1.5		6.5		8	\$ 852.50
GRADING MARK UP COORDINATION			2	2				4	\$ 620.00
CONSTRUCTION PLAN (8 HRS/SHT)				4		12		16	\$ 1,740.00
CONSTRUCTION AND GRADING DETAILS (including rubber layout)				2		6		8	\$ 870.00
CONSTRUCTION SPECIFICATIONS (BOOK)			1	3				4	\$ 580.00
COST ESTIMATE (FINAL)				1		4		5	\$ 535.00
MATERIAL / FURNISHING SELECTION			0.5	1	2			3.5	\$ 472.50
PACKAGE COORDINATION				2				2	\$ 270.00
PLAN CHECKING			4	2		8		14	\$ 1,770.00
PROJECT ADMINISTRATION & TELEPHONE CONSULTATION				4				4	\$ 540.00
CONSULTANT COORDINATION				12				12	\$ 1,620.00
MADOLE & ASSOCIATES (CIVIL) Grading & Specs								ALLOW	\$ 6,480.00
JCA (ELECTRICAL ENGINEER) Lighting Plan and Building Electric								ALLOW	\$ 9,700.00
TOTALS		0	7.5	36.5	2	42.5	0	88.5	\$ 26,920.00

TASK IV. BIDDING AND CONSTRUCTION SUPPORT		PRINCIPAL	DIRECTOR	PROJECT MANAGER	DESIGNER	CAD	CLERICAL	TOTAL HOURS	COST PER TASK
ANSWER RFI'S DURING ADVERTISEMENT PERIOD				4				4	\$ 540.00
PREPARE PROJECT ADDENDA FOR CITY (ASSUME 2)				4				4	\$ 540.00
CONSTRUCTION OBSERVATION (ASSUME 3 @ 3.5 HOURS EACH)				10				10	\$ 1,350.00
PREPARATION OF SITE REVIEW REPORTS (ASSUME 3)				3				3	\$ 405.00
ANSWER RFI'S AFTER CONSTRUCTION BID AWARD				4				4	\$ 540.00
SUBMITTAL REVIEW				6				6	\$ 810.00
SHOP DRAWING REVIEW				4				4	\$ 540.00
TOTALS		0	0	35	0	0	0	35	\$ 4,725.00
PROFESSIONAL SERVICES TOTAL									\$ 63,891.00
ESTIMATED REIMBURSABLE ALLOWANCE (STATE REQUIRED THIRD-PARTY SOIL TESTING, IRS MILEAGE FOR SITE VISITS)									\$ 1,500.00
GRAND TOTAL									\$ 65,391.00

TEAM

ARCHITERRA (LANDSCAPE ARCHITECT)	\$ 41,495.00
MADOLE (CIVIL ENGINEER)	\$ 12,696.00
JCA (ELECTRICAL ENGINEER)	\$ 9,700.00
TOTAL	\$ 63,891.00

**ARCHITERRA DESIGN GROUP**  
HOUR & COST PROJECTION  
**JOB NAME: Washington Charter (CPK000008)**  
CLIENT: City of Palm Desert  
CONTACT: Melanie Slater  
DATE: 03/18/2025  
PREPARED BY: ARK

TASK I. PUBLIC ENGAGEMENT						PROJECT				TOTAL	
	PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS				
PROJECT KICK OFF MEETING (1 In-Person)		3	3				6			\$	930.00
SITE VISIT (SOIL SAMPLE COLLECTED AT THIS TIME)			4				4			\$	540.00
SITE VISIT REPORT			4	4			8			\$	1,040.00
TIMELINE & SCHEDULE CREATION			2				2			\$	270.00
PUBLIC ENGAGEMENT PLAN		4	4				8			\$	1,240.00
PRESENTATION MATERIAL CREATION FOR ENGAGEMENT MEETINGS			4	8		12	24			\$	2,320.00
PUBLIC ENGAGEMENT MEETING, INITIAL		4	4				8			\$	1,240.00
PUBLIC ENGAGEMENT MEETINGS, SECONDARY		4	4				8			\$	1,240.00
PUBLIC ENGAGEMENT MEETINGS, FINAL FOR PARKS & REC		4	4				8			\$	1,240.00
PUBLIC ENGAGEMENT REPORT		1	8			4	13			\$	1,515.00
MONTHLY MEETINGS (ASSUME 6 IN PERSON OVER 6 MO.)			24				24			\$	3,240.00
PRE BID MEETING			4				4			\$	540.00
PRE CONSTRUCTION MEETING			4				4			\$	540.00
PROJECT ADMINISTRATION/TELEPHONE CONSULTATION			8				8			\$	1,080.00
SUB. COORDINATION, JCA, MADOLE, & PLAY (3HRS EA)			9				9			\$	1,215.00
TOTALS	0	20	90	12	0	16	138			\$	18,190.00

TASK II. PRELIMINARY PLANNING AND CONCEPTUAL DESIGN							PROJECT			TOTAL	COST PER TASK
PRINCIPAL		DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS				
MADOLE & ASSOCIATES (CIVIL) TOPO IF REQUIRED							ALLOW	\$	6,880.00		
COORDINATION WITH CIVIL			5				5	\$	675.00		
BASE SHEET DEVELOPMENT 1"=10' AT 24 X 36			2		4		6	\$	670.00		
INITIAL CONCEPT AFTER 1ST PUBLIC ENGMT. (2 DESIGNS)			2	16	2		20	\$	2,470.00		
INITIAL CONCEPT REVISIONS FOR 2ND OUTREACH. (1 DESIGN)			1	8	1		10	\$	1,235.00		
FINAL CONCEPT REVISIONS FOR 3RD OUTREACH. (1 DESIGN)			1	8	1		10	\$	1,235.00		
PROJECT RESEARCH, UTILITY REVIEW AND COORDINATION			3				3	\$	405.00		
PRELIMINARY COST ESTIMATE		1	1		3		5	\$	610.00		
PROJECT TIMELINE ADJUSTMENTS, FOR EACH PHASE W/ COST)			4				4	\$	540.00		
TOTALS	0	1	19	32	11	0	63	\$	14,720.00		

TASK III. CONSTRUCTION DOCUMENTS			PROJECT			TOTAL		
PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS	COST PER TASK	
TITLE SHEET/PROJECT INFO.		1		3		4	\$	435.00
CONSTRUCTION DOCUMENT BASE SHEET PREP.		1		3		4	\$	435.00
DEMOLITION PLAN		1.5		6.5		8	\$	852.50
GRADING MARK UP COORDINATION	2	2				4	\$	620.00
CONSTRUCTION PLAN (8 HRS/SHT)		4		12		16	\$	1,740.00
CONSTRUCTION AND GRADING DETAILS (including rubber layout)		2		6		8	\$	870.00
CONSTRUCTION SPECIFICATIONS (BOOK)	1	3				4	\$	580.00
COST ESTIMATE (FINAL)		1		4		5	\$	535.00
MATERIAL / FURNISHING SELECTION	0.5	1	2			3.5	\$	472.50
PACKAGE COORDINATION		2				2	\$	270.00
PLAN CHECKING	4	2		8		14	\$	1,770.00
PROJECT ADMINISTRATION & TELEPHONE CONSULTATION		4				4	\$	540.00
CONSULTANT COORDINATION		23				23	\$	3,105.00
MADOLE & ASSOCIATES (CIVIL) Grading & Specs						ALLOW	\$	7,808.00
MADOLE & ASSOCIATES (CIVIL) WQMP						ALLOW	\$	7,440.00
JCA (ELECTRICAL ENGINEER) Lighting Plan and Building Electric						ALLOW	\$	9,700.00
SVA (ARCHITECT) Coordination with DSA						ALLOW	\$	7,000.00
TOTALS	0	7.5	2	42.5	0	99.5	\$	\$44,173.00

AB 1881 COMPLIANCE ITEMS \*

TASK IV. BIDDING AND CONSTRUCTION SUPPORT			PROJECT			TOTAL		
PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS	COST PER TASK	
ANSWER RFI'S DURING ADVERTISEMENT PERIOD		4				4	\$	540.00
PREPARE PROJECT ADDENDA FOR CITY (ASSUME 2)		4				4	\$	540.00
CONSTRUCTION OBSERVATION (ASSUME 3 @ 3.5 HOURS EACH)		10				10	\$	1,350.00
PREPARATION OF SITE REVIEW REPORTS (ASSUME 3)		3				3	\$	405.00
ANSWER RFI'S AFTER CONSTRUCTION BID AWARD		4				4	\$	540.00
SUBMITTAL REVIEW		6				6	\$	810.00
SHOP DRAWING REVIEW		4				4	\$	540.00
TOTALS	0	0	0	0	0	35	\$	4,725.00
PROFESSIONAL SERVICES TOTAL								
							\$	81,808.00
ESTIMATED REIMBURSABLE ALLOWANCE (STATE REQUIRED THIRD-PARTY SOIL TESTING, IRS MILEAGE FOR SITE VISITS)							\$	1,500.00
GRAND TOTAL							\$	83,308.00

TEAM

ARCHITERRA (LANDSCAPE ARCHITECT)	\$	42,980.00
MADOLE (CIVIL ENGINEER)	\$	22,128.00
JCA (ELECTRICAL ENGINEER)	\$	9,700.00
SVA (ARCHITECT)	\$	7,000.00
TOTAL	\$	81,808.00

**ARCHITERRA DESIGN GROUP**  
HOUR & COST PROJECTION  
**JOB NAME: Randall Henderson Trailhead (CPK00009)**  
CLIENT: City of Palm Desert  
CONTACT: Melanie Slater  
DATE: 03/18/2025  
PREPARED BY: ARK

TASK I. PUBLIC ENGAGEMENT				PROJECT			TOTAL		
	PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS	COST PER TASK	
PROJECT KICK OFF MEETING (1 In Person)		3	3				6	\$ 930.00	
SITE VISIT (SOIL SAMPLE COLLECTED AT THIS TIME)			4				4	\$ 540.00	
SITE VISIT REPORT			6	6			12	\$ 1,560.00	
TIMELINE & SCHEDULE CREATION			2				2	\$ 270.00	
PUBLIC ENGAGEMENT PLAN		4	4				8	\$ 1,240.00	
PRESENTATION MATERIAL CREATION FOR ENGAGEMENT MEETINGS			4	8		12	24	\$ 2,320.00	
PUBLIC ENGAGEMENT MEETING, INITIAL		4	4				8	\$ 1,240.00	
PUBLIC ENGAGEMENT MEETINGS, SECONDARY		4	4				8	\$ 1,240.00	
PUBLIC ENGAGEMENT MEETINGS, FINAL FOR PARKS & REC		4	4				8	\$ 1,240.00	
PUBLIC ENGAGEMENT REPORT		1	8			4	13	\$ 1,515.00	
MONTHLY MEETINGS (ASSUME 6 IN PERSON OVER 6 MO.)			24				24	\$ 3,240.00	
PRE BID MEETING			4				4	\$ 540.00	
PRE CONSTRUCTION MEETING			4				4	\$ 540.00	
PROJECT ADMINISTRATION/TELEPHONE CONSULTATION			8				8	\$ 1,080.00	
SUB. COORDINATION, JCA, MADOLE, & PLAY (3HRS EA)			9				9	\$ 1,215.00	
TOTALS	0	20	92	14	0	16	142	\$ 18,710.00	

TASK II. PRELIMINARY PLANNING AND CONCEPTUAL DESIGN				PROJECT			TOTAL	
	PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS	COST PER TASK
MADOLE & ASSOCIATES (CIVIL) TOPO IF REQUIRED							ALLOW	\$ 10,200.00
SCALE: 1"=80'-0" (1 SHT) & 1"= 20'-0" (2 SHTS)			2		4		6	\$ 670.00
INITIAL CONCEPT AFTER 1ST PUBLIC ENGMT. (2 DESIGNS)		2	3	24	3		32	\$ 4,055.00
INITIAL CONCEPT REVISIONS FOR 2ND OUTREACH. (1 DESIGN)		2	2	12	2		18	\$ 2,320.00
FINAL CONCEPT REVISIONS FOR 3RD OUTREACH. (1 DESIGN)		2	2	12	2		18	\$ 2,320.00
MATERIALS BOARD			2	4			6	\$ 770.00
PROJECT RESEARCH, UTILITY REVIEW AND COORDINATION			3				3	\$ 405.00
PRELIMINARY COST ESTIMATE		1	2		4		7	\$ 845.00
PROJECT TIMELINE ADJUSTMENTS, FOR EACH PHASE W/ COST)			4				4	\$ 540.00
TOTALS	0	7	20	52	15	0	94	\$ 22,125.00



TASK III. CONSTRUCTION DOCUMENTS			PROJECT		TOTAL		
PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS	COST PER TASK
TITLE SHEET/PROJECT INFO.		1		3		4	\$ 435.00
CAD BASE SHEET DEVELOPMENT (4 HRS/ 2 SHTS)		2		6		8	\$ 870.00
DEMOLITION PLAN (7 HRS/ 2 SHTS)		2		12		14	\$ 1,470.00
GRADING MARK UP COORDINATION	6					6	\$ 1,050.00
CONSTRUCTION PLAN (12 HRS/ 2 SHTS)		6		18		24	\$ 2,610.00
CONSTRUCTION AND GRADING DETAILS	2	4	32	10		48	\$ 5,890.00
IRRIGATION PLAN (22 HRS/1 SHTS)		4		18		22	\$ 2,340.00
IRRIGATION DETAILS		1		2		3	\$ 335.00
WATER EFFICIENT LANDSCAPE WORKSHEET *		0.5		1.5		2	\$ 217.50
TWO IRRIGATION CONTROLLER CHARTS *		0.5		1.5		2	\$ 217.50
PLANTING PLAN (16HRS/1 SHT)	1	3		12		16	\$ 1,780.00
PLANTING DETAILS		0.5		1		1.5	\$ 167.50
PLANTING/IRRG. HYDRO ZONE PLAN *		1		1.5		2.5	\$ 285.00
SOILS TEST & REPORT TIME *		1				1	\$ 135.00
ANNUAL IRRIGATION & PLANTING MAINTENANCE SCH. *				0.5		0.5	\$ 50.00
CONSTRUCTION, IRRIGATION, & PLANTING SPECIFICATIONS (BOOK)	4	4				8	\$ 1,240.00
COST ESTIMATE (FINAL)		3		6		9	\$ 1,005.00
MATERIAL / FURNISHING SELECTION	0.5	4	4			8.5	\$ 1,127.50
MANAGEMENT PLAN	10	84			30	124	\$ 15,040.00
PACKAGE COORDINATION		2				2	\$ 270.00
PLAN CHECKING	5	4		12		21	\$ 2,615.00
PROJECT ADMINISTRATION		10				10	\$ 1,350.00
TELEPHONE CONSULTATION		6				6	\$ 810.00
CONSULTANT COORDINATION		100				100	\$ 13,500.00
MADOLE & ASSOCIATES (CIVIL) WQMP						ALLOW	\$ 7,440.00
MADOLE & ASSOCIATES (CIVIL) Grading & Specs						ALLOW	\$ 10,300.00
JCA (ELECTRICAL ENGINEER) Lighting Plan and Building Electric						ALLOW	\$ 18,900.00
GEOTEK (GEOTECHNIAL) GEOTECHNICAL PLAN						ALLOW	\$ 18,267.00
ECORP (ENVIRONMENTAL) ENVIRONMENTAL REPORTS						ALLOW	\$ 99,792.00
TOTALS	0	243.5	36	105	30	443	\$ 209,509.00

TASK IV. BIDDING AND CONSTRUCTION				PROJECT		TOTAL		
SUPPORT	PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CAD	CLERICAL	HOURS	COST PER TASK
ANSWER RFI'S DURING ADVERTISEMENT PERIOD			4				4	\$ 540.00
PREPARE PROJECT ADDENDA FOR CITY (ASSUME 2)			4				4	\$ 540.00
CONSTRUCTION OBSERVATION (ASSUME 3 @ 5 HOURS EACH)			15				15	\$ 2,025.00
PREPARATION OF SITE REVIEW REPORTS (ASSUME 3)			3				3	\$ 405.00
ANSWER RFI'S AFTER CONSTRUCTION BID AWARD			6				6	\$ 810.00
SUBMITTAL REVIEW			8				8	\$ 1,080.00

[illegible]

## TEAM

ARCHITERRA (LANDSCAPE ARCHITECT)	\$ 91,385.00
MADOLE (CIVIL ENGINEER)	\$ 27,940.00
JCA (ELECTRICAL ENGINEER)	\$ 18,900.00
GEOTEK (GEOTECHNICAL ENGINEER)	\$ 18,267.00
ECORP (ENVIRONMENTAL)	\$ 99,792.00
<b>TOTAL</b>	<b>\$ 256,284.00</b>

**ARCHITERRA DESIGN GROUP**  
HOUR & COST PROJECTION  
**JOB NAME: Freedom Park (MPK00001)**  
CLIENT: City of Palm Desert  
CONTACT: Melanie Slater  
DATE: 03/18/2025  
PREPARED BY: ARK

TASK I. PUBLIC ENGAGEMENT		PROJECT			TOTAL		
	PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CLERICAL	HOURS	COST PER TASK
PROJECT KICKOFF MEETING (1 In Person)		3	3			6	\$ 930.00
SITE VISIT (SOIL SAMPLE COLLECTED AT THIS TIME)			4			4	\$ 540.00
SITE VISIT REPORT			4	4		8	\$ 1,040.00
TIMELINE & SCHEDULE CREATION			2			2	\$ 270.00
PUBLIC ENGAGEMENT PLAN		4	4			8	\$ 1,240.00
PRESENTATION MATERIAL CREATION FOR ENGAGEMENT MEETINGS			4	8	12	24	\$ 2,320.00
PUBLIC ENGAGEMENT MEETING, INITIAL		4	4			8	\$ 1,240.00
PUBLIC ENGAGEMENT MEETINGS, SECONDARY		4	4			8	\$ 1,240.00
PUBLIC ENGAGEMENT MEETINGS, FINAL FOR PARKS & REC		4	4			8	\$ 1,240.00
PUBLIC ENGAGEMENT REPORT		1	8		4	13	\$ 1,515.00
MONTHLY MEETINGS (ASSUME 6 IN PERSON OVER 6 MO.)			24			24	\$ 3,240.00
PRE BID MEETING			4			4	\$ 540.00
PRE CONSTRUCTION MEETING			4			4	\$ 540.00
PROJECT ADMINISTRATION/TELEPHONE CONSULTATION			8			8	\$ 1,080.00
SUB. COORDINATION, JCA, MADOLE, & PLAY (3HRS EA)			9			9	\$ 1,215.00
<b>TOTALS</b>	<b>0</b>	<b>20</b>	<b>90</b>	<b>12</b>	<b>0</b>	<b>138</b>	<b>\$ 18,190.00</b>

TASK II. PRELIMINARY PLANNING AND CONCEPTUAL DESIGN		PROJECT			TOTAL		
	PRINCIPAL	DIRECTOR	MANAGER	DESIGNER	CLERICAL	HOURS	COST PER TASK
<b>"OPTIONAL" MADOLE &amp; ASSOCIATES (CIVIL) TOPO IF REQUIRED</b>						<b>ALLOW</b>	<b>\$ 6,880.00</b>
CIVIL COORDINATION WITH TOPO			5			5	\$ 675.00
BASE SHEET DEVELOPMENT 1"=10' AT 24 X 36			2		4	6	\$ 670.00
INITIAL CONCEPT AFTER 1ST PUBLIC ENGMT.			2	16	2	20	\$ 2,470.00
INITIAL CONCEPT FOR 2ND OUTREACH. (2 DESIGN)			1	8	1	10	\$ 1,235.00
FINAL CONCEPT REVISIONS FOR 3RD OUTREACH. (1 DESIGN)			1	8	1	10	\$ 1,235.00
FINAL CONCEPT REVISIONS BASED ON THIRD OUTREACH			0.5	3.5		4	\$ 505.00
REPORT & FINAL DESIGN PRESENTATION (ASSUME 2)			8			8	\$ 1,080.00
PROJECT RESEARCH, UTILITY REVIEW AND COORDINATION			3			3	\$ 405.00
PRELIMINARY COST ESTIMATE		1	2		3	6	\$ 745.00
PROJECT TIMELINE ADJUSTMENTS, FOR EACH PHASE W/ COST			4			4	\$ 540.00
<b>TOTALS</b>	<b>0</b>	<b>1</b>	<b>28.5</b>	<b>35.5</b>	<b>0</b>	<b>76</b>	<b>\$ 16,440.00</b>

TASK III. CONSTRUCTION DOCUMENTS		PRINCIPAL		DIRECTOR		PROJECT MANAGER		DESIGNER		CAD		CLERICAL		TOTAL HOURS		COST PER TASK	
TITLE SHEET/PROJECT INFO.							1			3				4		\$	435.00
CAD BASE SHEET DEVELOPMENT (4 HRS/SHT)							1			3				4		\$	435.00
DEMOLITION PLAN							1.5			6.5				8		\$	852.50
GRADING MARK UP COORDINATION				2			2							4		\$	620.00
CONSTRUCTION PLAN (8 HRS/SHT)							4			12				16		\$	1,740.00
CONSTRUCTION AND GRADING DETAILS (including rubber layout)							2			6				8		\$	870.00
CONSTRUCTION SPECIFICATIONS (BOOK)				1			3							4		\$	580.00
COST ESTIMATE (FINAL)							1			4				5		\$	535.00
MATERIAL / FURNISHING SELECTION				0.5			1	2						3.5		\$	472.50
PACKAGE COORDINATION							2							2		\$	270.00
PLAN CHECKING AND PLAN CHECK CORRECTIONS				4			2			8				14		\$	1,770.00
PROJECT ADMINISTRATION/TELEPHONE CONSULTATION							4							4		\$	540.00
CONSULTANT COORDINATION							10							10		\$	1,350.00
MADOLE & ASSOCIATES (CIVIL) Grading & Specs														ALLOW		\$	5,816.00
JCA (ELECTRICAL ENGINEER) Lighting Plan and Building Electric														ALLOW		\$	7,700.00
TOTALS		0		7.5		34.5	2			42.5		0		86.5		\$	\$23,986.00

TASK IV. BIDDING AND CONSTRUCTION		PRINCIPAL		DIRECTOR		PROJECT MANAGER		DESIGNER		CAD		CLERICAL		TOTAL HOURS		COST PER TASK	
SUPPORT							4							4		\$	540.00
ANSWER RFI'S DURING ADVERTISEMENT PERIOD							4							4		\$	540.00
PREPARE PROJECT ADDENDA FOR CITY (ASSUME 2)							10							10		\$	1,350.00
CONSTRUCTION OBSERVATION (ASSUME 3 @ 3.5 HOURS EACH)							3							3		\$	405.00
PREPARATION OF SITE REVIEW REPORTS (ASSUME 3)							4							4		\$	540.00
ANSWER RFI'S AFTER CONSTRUCTION BID AWARD							6							6		\$	810.00
SUBMITTAL REVIEW							4							4		\$	540.00
SHOP DRAWING REVIEW																	
TOTALS		0		0		35	0			0		0		35		\$	4,725.00
PROFESSIONAL SERVICES TOTAL																\$	63,341.00
ESTIMATED REIMBURSABLE ALLOWANCE (STATE REQUIRED THIRD-PARTY SOIL TESTING, IRS MILEAGE FOR SITE VISITS)																\$	1,500.00
GRAND TOTAL																\$	64,841.00

TEAM	
ARCHITERRA (LANDSCAPE ARCHITECT)	\$ 42,945.00
MADOLE (CIVIL ENGINEER)	\$ 12,696.00
JCA (ELECTRICAL ENGINEER)	\$ 7,700.00
TOTAL	\$ 63,341.00

ARCHITERRADESIGN GROUP  
HOUR & COST PROJECTION  
JOBNAME: Ironwood Park (MPK00008)  
CLIENT: City of Palm Desert  
CONTACT: Melanie Slater  
DATE: 03/18/2025  
PREPARED BY: ARK

TASK I. PUBLIC ENGAGEMENT		PRINCIPAL	DIRECTOR	PROJECT		MANAGER	DESIGNER	CAD	CLERICAL	TOTAL HOURS	COST PER TASK
PROJECT KICK OFF MEETING (1 In Person)			3			3				6	\$ 930.00
SITE VISIT (SOIL SAMPLE COLLECTED AT THIS TIME)						4				4	\$ 540.00
SITE VISIT REPORT						4	4			8	\$ 1,040.00
TIMELINE & SCHEDULE CREATION						2				2	\$ 270.00
PUBLIC ENGAGEMENT PLAN			4			4				8	\$ 1,240.00
PRESENTATION MATERIAL CREATION FOR ENGAGEMENT MEETINGS						4	8		12	24	\$ 2,320.00
PUBLIC ENGAGEMENT MEETING, INITIAL			4			4				8	\$ 1,240.00
PUBLIC ENGAGEMENT MEETINGS, SECONDARY			4			4				8	\$ 1,240.00
PUBLIC ENGAGEMENT MEETINGS, FINAL FOR PARKS & REC			4			4				8	\$ 1,240.00
PUBLIC ENGAGEMENT REPORT			1			8			4	13	\$ 1,515.00
MONTHLY MEETINGS (ASSUME 6 IN PERSON OVER 6 MO.)						24				24	\$ 3,240.00
PRE BID MEETING						4				4	\$ 540.00
PRE CONSTRUCTION MEETING						4				4	\$ 540.00
PROJECT ADMINISTRATION/TELEPHONE CONSULTATION						8				8	\$ 1,080.00
SUB. COORDINATION, JCA, MADOLE, & PLAY (3HR SEA)						9				9	\$ 1,215.00
TOTALS		0	20			90	12	0	16	138	\$ 18,190.00

TASK II. PRELIMINARY PLANNING AND CONCEPTUAL DESIGN		PRINCIPAL	DIRECTOR	PROJECT		MANAGER	DESIGNER	CAD	CLERICAL	TOTAL HOURS	COST PER TASK
MADOLE & ASSOCIATES (CIVIL) TOPO *OPTIONAL										ALLOW	\$ 6,216.00
Coordination with Cal Waters for the Water Feature										ALLOW	\$ 2,000.00
CONSULTANT COORDINATION						6				6	\$ 810.00
BASE SHEET DEVELOPMENT 1"= 10' AT 24 X 36						2		6		8	\$ 870.00
INITIAL CONCEPT AFTER 1ST PUBLIC ENGMT. (2 DESIGNS)						2	16	2		20	\$ 2,470.00
INITIAL CONCEPT REVISIONS FOR 2ND OUTREACH. (1 DESIGN)						1	8	1		10	\$ 1,235.00
FINAL CONCEPT REVISIONS FOR 3RD OUTREACH. (1 DESIGN)						1	8	1		10	\$ 1,235.00
PROJECT RESEARCH, UTILITY REVIEW AND COORDINATION						4				4	\$ 540.00
PRELIMINARY COST ESTIMATE			1			1		4		6	\$ 710.00
PROJECT TIMELINE ADJUSTMENTS, FOR EACH PHASE W/ COST						4				4	\$ 540.00
TOTALS		0	1			21	32	14	0	68	\$ 16,626.00



TASK III. CONSTRUCTION DOCUMENTS			PRINCIPAL		DIRECTOR	PROJECT MANAGER		CAD	CLERICAL	TOTAL HOURS	COST PER TASK
TITLE SHEET/PROJECT INFO.						1		3		4	\$ 435.00
CONSTRUCTION DOCUMENT BASE SHEET PREP.						1		3		4	\$ 435.00
DEMOLITION PLAN						4		12		16	\$ 1,740.00
GRADING MARK UP COORDINATION					3	3				6	\$ 930.00
CONSTRUCTION PLAN (8 HRS/SHT)						6		14		20	\$ 2,210.00
CONSTRUCTION AND GRADING DETAILS (including rubber layout)						4		8		12	\$ 1,340.00
CONSTRUCTION SPECIFICATIONS (BOOK)				1		3				4	\$ 580.00
COST ESTIMATE (FINAL)						1		4		5	\$ 535.00
MATERIAL / FURNISHING SELECTION						1	2			3	\$ 385.00
PACKAGE COORDINATION						2				2	\$ 270.00
PLAN CHECKING (15 MINUTES A SHEET) 5-8 ANTICIPATED				4		2		10		16	\$ 1,970.00
PROJECT ADMINISTRATION & TELEPHONE CONSULTATION						4				4	\$ 540.00
CONSULTANT COORDINATION						43				43	\$ 5,805.00
MADOLE & ASSOCIATES (CIVIL) Grading & Specs										ALLOW	\$ 5,816.00
JCA (ELECTRICAL ENGINEER) Lighting Plan and Building Electric										ALLOW	\$ 11,500.00
GEOTEK (GEOTECHNICAL)										ALLOW	\$ 18,267.00
CalWaters Construction Document Assistance										ALLOW	\$ 22,500.00
TOTALS			0	8	75	2	54	0		139	\$ 75,258.00

TASK IV. BIDDING AND CONSTRUCTION SUPPORT			PRINCIPAL		DIRECTOR	PROJECT MANAGER		CAD	CLERICAL	TOTAL HOURS	COST PER TASK
ANSWER RFI'S DURING ADVERTISEMENT PERIOD						4				4	\$ 540.00
PREPARE PROJECT ADDENDA FOR CITY (ASSUME 2)						4				4	\$ 540.00
CONSTRUCTION OBSERVATION (ASSUME 3 @ 3.5 HOURS EACH)						10				10	\$ 1,350.00
PREPARATION OF SITE REVIEW REPORTS (ASSUME 3)						3				3	\$ 405.00
ANSWER RFI'S AFTER CONSTRUCTION BID AWARD						4				4	\$ 540.00
SUBMITTAL REVIEW						4				4	\$ 540.00
SHOP DRAWING REVIEW						4				4	\$ 540.00
CalWaters Bidding and Construction Support										ALLOW	\$ 3,000.00
CONSULTANT COORDINATION						2				2	\$ 270.00
TOTALS			0	0	35	0	0	0		35	\$ 7,725.00
PROFESSIONAL SERVICES TOTAL											
ESTIMATED REIMBURSABLE ALLOWANCE (STATE REQUIRED THIRD-PARTY SOIL TESTING, IRS MILEAGE FOR SITE VISITS)											
GRAND TOTAL											

TEAM		
ARCHITERRA (LANDSCAPE ARCHITECT)	\$	48,500.00
MADOLE (CIVIL ENGINEER)	\$	12,032.00
JCA (ELECTRICAL ENGINEER)	\$	11,500.00
GEOTEK (GEOTECHNICAL ENGINEER)	\$	18,267.00
CAL WATERS (SPLASH PAD CONSULTANT)	\$	27,500.00
TOTAL	\$	117,799.00



Grants  
Compliance  
Funding Management  
Community Outreach

### HOURLY RATE SCHEDULE

Avant-Garde offers the following hourly rates for all services proposed under this RFQ.

Effective through June 30, 2027	Program Director.....\$150 Program Manager..... \$135 Senior Program Coordinator..... \$125 Program Coordinator..... \$110 Program Assistant..... \$100
Effective through June 30, 2029	Program Director..... \$158 Program Manager..... \$142 Senior Program Coordinator..... \$131 Program Coordinator..... \$115 Program Assistant..... \$105



9302 Pittsburgh Avenue, Suite 230  
Rancho Cucamonga, CA 91730  
P: 909.481.6322 F: 909.481.6320

DBE/SBE Firm ID: 50005

DIR# 1000809133

License Nos: PLS 7635/PLS 8604/PE 62183

SENT VIA EMAIL TO: [akrumwiede@architerradesigngroup.com](mailto:akrumwiede@architerradesigngroup.com)

March 12, 2025

Andrew Krumwiede  
**ARCHITERRA DESIGN GROUP**  
10221-A Trademark Street  
Rancho Cucamonga, CA 91730

**ENGINEERING & SURVEY PROPOSAL**

Hommes Adams Park (Trailhead) - Palm Desert, CA

Dear Drew:

**Madole and Associates, Inc.** are pleased to submit this fixed fee proposal in the amount of **\$27,026.00** for civil engineering at the above-referenced park located in Palm Desert, California. Our proposed scope of work and compensation schedule are as follows:

**SCOPE OF WORK:**

- Task 4000: **Aerial Topographic Survey:** Provide a topographic survey of the project site with one (1)-foot contour, and physical features will be illustrated from an aerial topographic survey. Spot elevations of hardscape, sidewalks, and curbs, along with locations of utility appurtenances, will be obtained from a conventional survey. Topography and color orthophoto, along with property lines of the project site will be provided in AutoCAD format. **FEE: \$10,450.00**
- Task 0530: **WQMP:** Prepare and process a Water Quality Management Plan (WQMP). **FEE: \$7,440.00**
- Task 1100: **Precise Grading Plan:** Prepare 60%, 90%, and 100% submittal precise grading documents for additional parking and trailhead improvements and ADA compliance improvements within the project site. **FEE: \$9,136.00**

Fees are based on the rates outlined in our standard billing rate schedule, provided as Exhibit "A." Hourly-based fees are estimates only; you will be billed based on the actual time spent.

We appreciate the opportunity to prepare this proposal for you. Please do not hesitate to call if you have questions or need clarification.

Sincerely,

Mark Bertone, President

**EXHIBIT "A"**  
**STANDARD BILLING RATE SCHEDULE**

**OFFICE TECHNICAL PERSONNEL:**

PRINCIPAL	\$ 250.00 PER HOUR
PROJECT MANAGER	\$ 208.00 PER HOUR
DESIGNER	\$ 186.00 PER HOUR
DRAFTER	\$ 166.00 PER HOUR

**FIELD:**

TWO (2) MAN SURVEY CREW	\$ 340.00 PER HOUR
ONE (1) MAN SURVEY	\$ 208.00 PER HOUR
TWO (2) MAN TRAVEL TIME RATE	\$ 252.00 PER HOUR
ONE (1) MAN TRAVEL TIME RATE	\$ 126.00 PER HOUR

**ADDITIONAL SERVICES:**

Additional office engineering tasks not specifically outlined in this proposal require a change order.  
Survey field time for all extra work will be billed in 4,6, and 8-hour increments and may incur travel time.

**OUTSIDE SERVICES:**

CLIENT shall pay the costs of all agency fees, permits, bond premiums, title company charges, delivery charges, blueprints and reproductions, and all other outside charges and expenses.

**REIMBURSABLE EXPENSES:** The following costs shall be reimbursed at the cost invoiced to us plus 15% and are not included in the hourly rates for services:

- Expense of reproductions for generation of original drawings, plan check submittals, and construction bidding, including printing, plotting, copying, and photo reproduction.
- Cost of shipping expenses other than first class mail.



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March 12, 2025

Andrew Krumwiede  
**ARCHITERRA DESIGN GROUP**  
10221-A Trademark Street  
Rancho Cucamonga, CA 91730

### **ENGINEERING & SURVEY PROPOSAL**

University Park - Palm Desert, CA

Dear Drew:

**Madole and Associates, Inc.** is pleased to submit this fixed fee proposal in the amount of **\$12,696.00** for civil engineering at the above-referenced park located in Palm Desert, California. Our proposed scope of work and compensation schedule are as follows:

#### **SCOPE OF WORK:**

- Task 4000: **Aerial Topographic Survey:** Provide a topographic survey of the project site with one (1)-foot contour, and physical features will be illustrated from an aerial topographic survey. Spot elevations of hardscape, sidewalks, and curbs, along with locations of utility appurtenances, will be obtained from a conventional survey. Topography and color orthophoto, along with property lines of the project site, will be provided in AutoCAD format. **FEE: \$6,216.00**
- Task 1100: **Precise Grading Plan:** Prepare 60%, 90%, and 100% submittal precise grading documents for playground improvements and ADA compliance improvements within the project site. **FEE: \$6,480.00**

Fees are based on the rates outlined in our standard billing rate schedule, provided as Exhibit "A." Hourly-based fees are estimates only; you will be billed based on the actual time spent.

We appreciate the opportunity to prepare this proposal for you. Please do not hesitate to call if you have questions or need clarification.

Sincerely,

Mark Bertone, President



**EXHIBIT "A"**  
**STANDARD BILLING RATE SCHEDULE**

**OFFICE TECHNICAL PERSONNEL:**

PRINCIPAL	\$ 250.00 PER HOUR
PROJECT MANAGER	\$ 208.00 PER HOUR
DESIGNER	\$ 186.00 PER HOUR
DRAFTER	\$ 166.00 PER HOUR

**FIELD:**

TWO (2) MAN SURVEY CREW	\$ 340.00 PER HOUR
ONE (1) MAN SURVEY	\$ 208.00 PER HOUR
TWO (2) MAN TRAVEL TIME RATE	\$ 252.00 PER HOUR
ONE (1) MAN TRAVEL TIME RATE	\$ 126.00 PER HOUR

**ADDITIONAL SERVICES:**

Additional office engineering tasks not specifically outlined in this proposal require a change order.  
Survey field time for all extra work will be billed in 4,6, and 8-hour increments and may incur travel time.

**OUTSIDE SERVICES:**

CLIENT shall pay the costs of all agency fees, permits, bond premiums, title company charges, delivery charges, blueprints and reproductions, and all other outside charges and expenses.

**REIMBURSABLE EXPENSES:** The following costs shall be reimbursed at the cost invoiced to us plus 15% and are not included in the hourly rates for services:

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March 12, 2025

Andrew Krumwiede  
**ARCHITERRA DESIGN GROUP**  
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Rancho Cucamonga, CA 91730

**ENGINEERING & SURVEY PROPOSAL**

Washington Charter Park - Palm Desert, CA

Dear Drew:

**Madole and Associates, Inc.** are pleased to submit this fixed fee proposal in the amount of **\$22,128.00** for civil engineering at the above-referenced park located in Palm Desert, California. Our proposed scope of work and compensation schedule are as follows:

**SCOPE OF WORK:**

- Task 4000: **Aerial Topographic Survey:** Provide a topographic survey of the project site with one (1)-foot contour, and physical features will be illustrated from an aerial topographic survey. Spot elevations of hardscape, sidewalks, and curbs, along with locations of utility appurtenances, will be obtained from a conventional survey. Topography and color orthophoto, along with property lines of the project site will be provided in AutoCAD format. **FEE: \$6,880.00**
- Task 0530: **WQMP:** Prepare and process a Water Quality Management Plan (WQMP). **FEE: \$7,440.00**
- Task 1100: **Precise Grading Plan:** Prepare 60%, 90%, and 100% submittal precise grading documents for additional playground improvements and ADA compliance improvements within the project site. **FEE: \$7,808.00**

Fees are based on the rates outlined in our standard billing rate schedule, provided as Exhibit "A." Hourly-based fees are estimates only; you will be billed based on the actual time spent.

We appreciate the opportunity to prepare this proposal for you. Please do not hesitate to call if you have questions or need clarification.

Sincerely,

Mark Bertone, President

**EXHIBIT "A"**  
**STANDARD BILLING RATE SCHEDULE**

**OFFICE TECHNICAL PERSONNEL:**

PRINCIPAL	\$ 250.00 PER HOUR
PROJECT MANAGER	\$ 208.00 PER HOUR
DESIGNER	\$ 186.00 PER HOUR
DRAFTER	\$ 166.00 PER HOUR

**FIELD:**

TWO (2) MAN SURVEY CREW	\$ 340.00 PER HOUR
ONE (1) MAN SURVEY	\$ 208.00 PER HOUR
TWO (2) MAN TRAVEL TIME RATE	\$ 252.00 PER HOUR
ONE (1) MAN TRAVEL TIME RATE	\$ 126.00 PER HOUR

**ADDITIONAL SERVICES:**

Additional office engineering tasks not specifically outlined in this proposal require a change order.  
Survey field time for all extra work will be billed in 4,6, and 8-hour increments and may incur travel time.

**OUTSIDE SERVICES:**

CLIENT shall pay the costs of all agency fees, permits, bond premiums, title company charges, delivery charges, blueprints and reproductions, and all other outside charges and expenses.

**REIMBURSABLE EXPENSES:** The following costs shall be reimbursed at the cost invoiced to us plus 15% and are not included in the hourly rates for services:

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March 12, 2025

Andrew Krumwiede  
**ARCHITERRA DESIGN GROUP**  
10221-A Trademark Street  
Rancho Cucamonga, CA 91730

**ENGINEERING & SURVEY PROPOSAL**

Randall Henderson Trailhead - Palm Desert, CA

Dear Drew:

**Madole and Associates, Inc.** are pleased to submit this fixed fee proposal in the amount of **\$27,940.00** for civil engineering at the above-referenced park located in Palm Desert, California. Our proposed scope of work and compensation schedule are as follows:

**SCOPE OF WORK:**

- Task 4000: **Aerial Topographic Survey:** Provide a topographic survey of the project site with one (1)-foot contour, and physical features will be illustrated from an aerial topographic survey. Spot elevations of hardscape, sidewalks, and curbs, along with locations of utility appurtenances, will be obtained from a conventional survey. Topography and color orthophoto, along with property lines of the project site will be provided in AutoCAD format. **FEE: \$10,200.00**
- Task 0530: **WQMP:** Prepare and process a Water Quality Management Plan (WQMP). **FEE: \$7,440.00**
- Task 1100: **Precise Grading Plan:** Prepare 60%, 90%, and 100% submittal precise grading documents for additional parking and restroom improvements, and ADA compliance improvements within the project site. **FEE: \$10,300.00**

Fees are based on the rates outlined in our standard billing rate schedule, provided as Exhibit "A." Hourly-based fees are estimates only; you will be billed based on the actual time spent.

We appreciate the opportunity to prepare this proposal for you. Please do not hesitate to call if you have questions or need clarification.

Sincerely,

Mark Bertone, President

**EXHIBIT "A"**  
**STANDARD BILLING RATE SCHEDULE**

**OFFICE TECHNICAL PERSONNEL:**

PRINCIPAL	\$ 250.00 PER HOUR
PROJECT MANAGER	\$ 208.00 PER HOUR
DESIGNER	\$ 186.00 PER HOUR
DRAFTER	\$ 166.00 PER HOUR

**FIELD:**

TWO (2) MAN SURVEY CREW	\$ 340.00 PER HOUR
ONE (1) MAN SURVEY	\$ 208.00 PER HOUR
TWO (2) MAN TRAVEL TIME RATE	\$ 252.00 PER HOUR
ONE (1) MAN TRAVEL TIME RATE	\$ 126.00 PER HOUR

**ADDITIONAL SERVICES:**

Additional office engineering tasks not specifically outlined in this proposal require a change order.  
Survey field time for all extra work will be billed in 4,6, and 8-hour increments and may incur travel time.

**OUTSIDE SERVICES:**

CLIENT shall pay the costs of all agency fees, permits, bond premiums, title company charges, delivery charges, blueprints and reproductions, and all other outside charges and expenses.

**REIMBURSABLE EXPENSES:** The following costs shall be reimbursed at the cost invoiced to us plus 15% and are not included in the hourly rates for services:

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March 12, 2025

Andrew Krumwiede  
**ARCHITERRA DESIGN GROUP**  
10221-A Trademark Street  
Rancho Cucamonga, CA 91730

**ENGINEERING & SURVEY PROPOSAL**

Freedom Park - Palm Desert, CA

Dear Drew:

**Madole and Associates, Inc.** is pleased to submit this fixed fee proposal in the amount of **\$12,696.00** for civil engineering at the above-referenced park located in Palm Desert, California. Our proposed scope of work and compensation schedule are as follows:

**SCOPE OF WORK:**

- Task 4000: **Aerial Topographic Survey:** Provide a topographic survey of the project site with one (1)-foot contour, and physical features will be illustrated from an aerial topographic survey. Spot elevations of hardscape, sidewalks, and curbs, along with locations of utility appurtenances, will be obtained from a conventional survey. Topography and color orthophoto, along with property lines of the project site, will be provided in AutoCAD format. **FEE: \$6,880.00**
- Task 1100: **Precise Grading Plan:** Prepare 60%, 90%, and 100% submittal precise grading documents for playground improvements and ADA compliance improvements within the project site. **FEE: \$5,816.00**

Fees are based on the rates outlined in our standard billing rate schedule, provided as Exhibit "A." Hourly-based fees are estimates only; you will be billed based on the actual time spent.

We appreciate the opportunity to prepare this proposal for you. Please do not hesitate to call if you have questions or need clarification.

Sincerely,

Mark Bertone, President

**EXHIBIT "A"**  
**STANDARD BILLING RATE SCHEDULE**

**OFFICE TECHNICAL PERSONNEL:**

PRINCIPAL	\$ 250.00 PER HOUR
PROJECT MANAGER	\$ 208.00 PER HOUR
DESIGNER	\$ 186.00 PER HOUR
DRAFTER	\$ 166.00 PER HOUR

**FIELD:**

TWO (2) MAN SURVEY CREW	\$ 340.00 PER HOUR
ONE (1) MAN SURVEY	\$ 208.00 PER HOUR
TWO (2) MAN TRAVEL TIME RATE	\$ 252.00 PER HOUR
ONE (1) MAN TRAVEL TIME RATE	\$ 126.00 PER HOUR

**ADDITIONAL SERVICES:**

Additional office engineering tasks not specifically outlined in this proposal require a change order.  
Survey field time for all extra work will be billed in 4,6, and 8-hour increments and may incur travel time.

**OUTSIDE SERVICES:**

CLIENT shall pay the costs of all agency fees, permits, bond premiums, title company charges, delivery charges, blueprints and reproductions, and all other outside charges and expenses.

**REIMBURSABLE EXPENSES:** The following costs shall be reimbursed at the cost invoiced to us plus 15% and are not included in the hourly rates for services:

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March 12, 2025

Andrew Krumwiede  
**ARCHITERRA DESIGN GROUP**  
10221-A Trademark Street  
Rancho Cucamonga, CA 91730

### **ENGINEERING & SURVEY PROPOSAL**

Ironwood Park - Palm Desert, CA

Dear Drew:

**Madole and Associates, Inc.** is pleased to submit this fixed fee proposal in the amount of **\$12,032.00** for civil engineering at the above-referenced park located in Palm Desert, California. Our proposed scope of work and compensation schedule are as follows:

#### **SCOPE OF WORK:**

- Task 4000: **Aerial Topographic Survey:** Provide a topographic survey of the project site with one (1)-foot contour, and physical features will be illustrated from an aerial topographic survey. Spot elevations of hardscape, sidewalks, and curbs, along with locations of utility appurtenances, will be obtained from a conventional survey. Topography and color orthophoto, along with property lines of the project site, will be provided in AutoCAD format. **FEE: \$6,216.00**
- Task 1100: **Precise Grading Plan:** Prepare 60%, 90%, and 100% submittal precise grading documents for additional park improvements and ADA compliance improvements within the project site. **FEE: \$5,816.00**

Fees are based on the rates outlined in our standard billing rate schedule, provided as Exhibit "A." Hourly-based fees are estimates only; you will be billed based on the actual time spent.

We appreciate the opportunity to prepare this proposal for you. Please do not hesitate to call if you have questions or need clarification.

Sincerely,

Mark Bertone, President

**EXHIBIT "A"**  
**STANDARD BILLING RATE SCHEDULE**

**OFFICE TECHNICAL PERSONNEL:**

PRINCIPAL	\$ 250.00 PER HOUR
PROJECT MANAGER	\$ 208.00 PER HOUR
DESIGNER	\$ 186.00 PER HOUR
DRAFTER	\$ 166.00 PER HOUR

**FIELD:**

TWO (2) MAN SURVEY CREW	\$ 340.00 PER HOUR
ONE (1) MAN SURVEY	\$ 208.00 PER HOUR
TWO (2) MAN TRAVEL TIME RATE	\$ 252.00 PER HOUR
ONE (1) MAN TRAVEL TIME RATE	\$ 126.00 PER HOUR

**ADDITIONAL SERVICES:**

Additional office engineering tasks not specifically outlined in this proposal require a change order.  
Survey field time for all extra work will be billed in 4,6, and 8-hour increments and may incur travel time.

**OUTSIDE SERVICES:**

CLIENT shall pay the costs of all agency fees, permits, bond premiums, title company charges, delivery charges, blueprints and reproductions, and all other outside charges and expenses.

**REIMBURSABLE EXPENSES:** The following costs shall be reimbursed at the cost invoiced to us plus 15% and are not included in the hourly rates for services:

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- Cost of shipping expenses other than first class mail.



**Engineering Inc.**

*Electrical Engineering & Consulting*

8048 Palm Ave.

Highland, CA

92346

909.864.0223

Fax 909.864.0280

[james.corns@jcaeng.com](mailto:james.corns@jcaeng.com)

### **SERVICE AUTHORIZATION AND AGREEMENT**

Date: 03/04/2025

Requested By: Andrew Krumwiede  
Company: ARCHITERRA Design Group, Inc.

JCA File # 25-3138.0

Address: 10221-A Trademark  
Rancho Cucamonga, CA 91730

Telephone: (909) 484-2800  
Fax: (909) 484-2802

Project Name: Homme Adams Park  
Location: City of Palm Desert, California

Project Description: Provide Electrical Construction documents reflecting new metered service, new walkway lighting, new parking lot lighting and new shade structure power/lighting existing park.

**This proposal is based on preliminary assumptions based on the current RFP, and may be subject to scope and fee adjustments once the final design is approved by the city.**

### **FEE SCHEDULE:**

For electrical engineering services per "Exhibit A" and "Exhibit B" attached made a part hereof  
Fixed Fee of Eighteen Thousand Nine Hundred Dollars (\$ 18,900.00) for Electrical Engineering,  
Electrical Construction Documents and Electrical Document Support

### **CLIENT APPROVAL**

*Acceptance copy of this service authorization shall be signed and returned prior to commencement of work. The undersigned accepts the terms of this agreement, "Exhibit A-Scope of Services", and "Exhibit B - Terms of Agreement for Engineering Services", articles 1 through 10, attached as part hereof.*

CLIENT  
SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NAME  
: \_\_\_\_\_

Client P.O. / Project # \_\_\_\_\_

NAME: James J. Corns

FOR: JCA Engineering Inc.

CONSULTANT: 

DATE: 03/04/2025

***Acknowledgment copy – Please sign and return***

**“EXHIBIT A”  
SCOPE OF SERVICES**

1. Design all new power system including main switchboard and distribution panels to meet minimum owner's standards electrical requirements.
2. Provide all required paperwork and electronic files to Owner to submit to local power, telephone and cable utility companies for service requirements, new off-site point of connection and other requirements.
3. Design new security walkway lighting to meet all building codes presently adopted by the authority having jurisdiction.
4. Design new parking lot lighting to meet all building codes presently adopted by the authority having jurisdiction
5. Design general power/lighting for new shade shelters.
6. Design power connection to irrigation controller
7. Design power connection to pre-fabricated restroom building
8. Provide structural pole base calculations for parking lot and walkway light poles (maximum of two calculations)
9. Provide photometric illumination plan for parking lot and walkway, if required.
10. Provide exterior Title 24 calculations for parking lot and walkway, if required.
11. Provide revisions necessary as a part of Building Department review; submit construction documents for bid issue and construction.
12. Respond to requests for information.
13. Prepare any addenda as necessary.
14. Review all shop drawings relating to the electrical work for compliance with the construction documents.
15. Provide licensed California electrical engineer's stamp and signature.

**SERVICES NOT INCLUDED:**

1. Soils testing and reports. Client shall provide to Consultant for use in structural calculations.
2. Design of new street lighting or structural pole base calculations.
3. Fees, submittals, processing or approval of electrical drawings with local Building Department.
4. Fabrication of electronic site plan, Client shall provide scaled electronic site plan.
5. Design of headend, active components, raceways, cabling, power outlets or devices for video surveillance, data, integrated communications, access control, site sound system, site/open covered arena annunciation system, open covered arena theatrical lighting system, video system, door locking or wireless Wi-Fi.
6. Design of Future Solar Power System headend, equipment, cabling, solar panels or connection to existing site main service.



7. Design circuit breaker(s), connection and raceways for electric car charger(s) and future electric car charger(s).
8. Submittal, fees drawings, coordination and approved drawings from local power, telephone and cable utility company for new service. Per utility company standards there shall only be one contact person (Owner) for complete process. JCA to provide all electrical, telephone and cable information on forms, electrical PDF drawings and AutoCAD site plan for Owner's submittal process
9. Control of timeline for power company designed drawings. Estimated timeline for utility company red line drawings is twelve to sixteen weeks. If project is to bid prior to arrival of utility company red lines JCA will design for the worst case.
10. Design of site low voltage raceways from certain poles to central location for future camera system
11. Design of 120 volt power distribution from new site sub-panel to poles with future cameras over 300' from future camera system headend unit.
12. Design of new lighting or power for any other part of site
13. Design of remedial electrical work where existing conditions are in violation of California Electric Code. (C.E.C.)
14. Advertisement or hard copy sets for bidding purposes. Owner shall provide all advertising, bid sets and book specification, including fees, for bid.
15. Providing Boiler plate specifications or conducting bid process. Owner shall be responsible for all bid items.
17. Design of special event, equipment or dedicated power for new covered open arena
18. Provide interior Title 24 calculations for new building, if required.

## **"EXHIBIT B"**

### **TERMS OF AGREEMENT FOR ENGINEERING SERVICE**

#### **Article 1**

#### **BASIC SERVICES**

- 1.1 Consultant shall coordinate with Client with respect to the Consultant's services in such a way that Consultant's duties and responsibilities shall be co-extensive with those of Client. Consultant shall perform his services in character, sequence, and timing so that they will be coordinated with services of Client and other Consultants for the project. Consultant's services will proceed after adequate base sheets and/or Client furnishes other information necessary. The Consultant's services shall conform to the original schedule and budget for the project as provided by the Client. The relationship of Consultant to the Client shall be that of an independent contractor performing professional services for Client in accordance with this Agreement.
- 1.2 Consultant shall comply with all Electrical Building Department rules and regulations that will affect this design on this project.
- 1.3 Consultant shall provide a complete set of design documents including all schedules, details, diagrams, legends and specifications (if required). Consultant shall furnish at his client all progress prints and specifications required.
- 1.4 Consultant shall review all electrically related shop drawings as submitted by the Electrical Contractor to ensure compliance with specifications.
- 1.5 Consultant shall perform the services as set forth on "Exhibit A", attached.

**Article 2 DOCUMENT SUPPORT**

- 2.1 Document support shall include Building Department or Division of State Architects review changes, Building Department or Division of State Architects responses and request for information during bid.
- 2.2 Document support shall be considered as part of the contract, if required, regardless of the extensiveness of support required on the project.

**Article 3 WORK NOT INCLUDED / EXTRA SERVICES**

- 3.1 All Building Department Fees: Consultant shall provide drawings as required to submit electrical construction documents for the Building Department plan check. Client shall pay all Building Department fees.
- 3.2 Printing: Client shall furnish at his expense information and progress prints of the work required for this project. Prints required by reviewing agencies. Documents required for bidding and construction shall be paid for by Client or Consultant shall pay for blueprinting and Client will reimburse. Client shall pay for final prints and specifications furnished to Consultant. Mylar final prints shall be paid for by Client or Consultant shall pay and Client will reimburse. Reimbursable invoice for additional prints shall include blueprint cost, plus 15% for any applicable governmental fees, outside vendor reproduction cost, in house reproduction costs, mileage and delivery or messenger services incurred on client's behalf
- 3.3 Additional work/revisions: No additional services shall be performed without written direction from Client. Consultant shall be paid by Client for any additional work resulting from changes or revisions made by the Client or Project Owner and also for any additional work not specifically mentioned in Articles 1 and 2 above, as provided in paragraph 5.1.

**Article 4 COMPENSATION**

- 4.1 Client shall pay Consultant amount stated in "FEE SCHEDULE", page 1.
- 4.2 Client shall pay Consultant for Article 3 "Work Not Included/Extra Services/Construction Support" for changes or revisions per paragraph 3.3 at the hourly rates as set forth in paragraph 4.3.
- 4.3 For the purposes of hourly services and/or revisions for the basic services, the Consultant shall invoice the Client at the following rates:

Project Engineer/Manager	\$ 230.00
Designer	\$ 180.00
Drafting/CADD	\$ 165.00
Clerical/Delivery/Accounting	\$ 150.00

These hourly rates shall be adjusted annually based on increases in product cost, the cost of living and fuel prices.

**Article 5 INVOICE AND PAYMENTS**

- 5.1 At Design Development submittal Design Development Documents shall be considered 100%. Consultant shall tender an 100% invoice to Client setting forth all amounts due.
- 5.2 At Building Department or Division of State Architects submittal Construction Documents shall be considered 80%. Consultant shall tender an 80% invoice to Client setting forth all amounts due. Client shall completely pay 80% invoice prior to final building department or division of state architects submittal or electrical drawings will not be stamped or wet signed
- 5.3 When project is approved by the Building Department, Division of State Architects or published for bid the Electrical Construction Documents shall be considered 100%. Consultant shall tender a 20% invoice (Total amount for Construction Documents 100%) to Client setting forth all amounts due.
- 5.4 During design and construction phase Consultant shall tender an invoice to Client setting forth the amounts due for Construction Administration and reimbursable expenses.

- 5.5 Projects that do not require Construction Administration shall not be invoiced.
- 5.6 At completion of project Client shall provide written notification to Consultant when they are doing final billings to Owner. Closing out project without written notification to Consultant does not relieve Client of complete payment of all amounts. After notification Consultant shall tender an invoice to Client setting forth the final amounts due for Construction Administration and reimbursable expenses, as required.
- 5.7 Client shall pay to consultant the total amount due under invoice within thirty days after receipt of invoice, or within five (5) days of receiving payment from owner (if other than client) whichever date occurs first. Client shall pay a service charge of 1.50% per month on all unpaid balances. Consultant may suspend all work on the project when accounts are over 60 days delinquent.

## **Article 6 ABANDONMENT**

In the event the project is abandoned, Client shall advise immediately by written notice, Consultant to stop work. Client shall pay consultant for all outstanding invoices for service performed and for services completed at that time on the project. Work shall be suspended until Client advises Consultant in writing to continue work.

## **Article 7 ELECTRICAL DOCUMENTS**

- 7.1 All electronic files, drawings and copies furnished by JCA Engineering Inc. are and shall remain its property. They are to be used only with respect to the above-mentioned project and are not to be used on any other project. Submission or distribution to meet official regulatory requirements or for other purposes in connection with this project is not to be construed as publication in derogation of JCA Engineering Inc. common law copyright or other reserved rights.
- 7.2 Client agrees not to make changes to any of the Consultants documents without Consultants written agreement.
- 7.3 Electrical plans are diagrammatic only. Architectural drawings, elevations, details or sections shall denote all electrical devices locations that need exact mounting requirements.
- 7.4 Upon request Consultant shall provide the Client with electronic files after all fees have been completely paid and JCA's affidavit has been signed and returned. Time required to process request will be billed to Owner or Client at the above hourly rates.
- 7.5 Electrical design on documents is guaranteed for a 180 day period. Projects that have not started construction prior to the guarantee period shall be subject to additional electrical fees to investigate and change any items on the drawings related to the current electrical and fire code at that time.

## **Article 8 SCOPE OF AGREEMENT AND ACCEPTANCE**

- 8.1 This document contains the entire agreement of the parties relating to the rights granted and obligations assumed in this document. Any oral modifications or representations concerning this document shall be of no effect unless contained in a subsequent written modification signed by the party to be charged.
- 8.2 The electrical fees shown above shall be reviewed and adjusted if the project has not commenced within 180 days of signing of this contract.

## **Article 9 INSURANCE**

Each party to this Agreement shall carry and maintain insurance to protect him from claims arising out of the performance of his professional services caused by the acts, errors or omissions of each party's legally responsible.

**Article 10      ARBITRATION**

All questions in dispute under this Agreement shall be submitted to arbitration in accordance with the provision of the Construction Industry rules of the American Arbitration Association. Consultant cannot be sued for a greater amount than the fee. The prevailing party shall be entitled to reasonable attorney's fees to be awarded by the Arbitrator. If there are judicial proceedings instead of arbitration, reasonable attorney's fees shall be fixed by the court.

END OF DOCUMENT



**Engineering Inc.**

*Electrical Engineering & Consulting*

8048 Palm Ave.

Highland, CA

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909.864.0223

Fax 909.864.0280

[james.corns@jcaeng.com](mailto:james.corns@jcaeng.com)

### **SERVICE AUTHORIZATION AND AGREEMENT**

Requested By: Andrew Krumwiede  
Company: ARCHITERRA Design Group, Inc.

Date: 03/04/2025

JCA File # 25-3139.0

Address: 10221-A Trademark  
Rancho Cucamonga, CA 91730

Telephone: (909) 484-2800  
Fax: (909) 484-2802

Project Name: University Park  
Location: City of Palm Desert, California

Project Description: Provide Electrical Construction documents reflecting new walkway lighting and new playground lighting at existing park.

**This proposal is based on preliminary assumptions based on the current RFP, and may be subject to scope and fee adjustments once the final design is approved by the city.**

#### **FEE SCHEDULE:**

For electrical engineering services per "Exhibit A" and "Exhibit B" attached made a part hereof  
Fixed Fee of Nine Thousand Seven Hundred Dollars (\$ 9,700.00) for Electrical Engineering,  
Electrical Construction Documents and Electrical Document Support

### **CLIENT APPROVAL**

*Acceptance copy of this service authorization shall be signed and returned prior to commencement of work. The undersigned accepts the terms of this agreement, "Exhibit A-Scope of Services", and "Exhibit B - Terms of Agreement for Engineering Services", articles 1 through 10, attached as part hereof.*

CLIENT  
SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NAME  
: \_\_\_\_\_

Client P.O. / Project #  
\_\_\_\_\_

NAME: James J. Corns

FOR: JCA Engineering Inc.

CONSULTANT: 

DATE: 03/04/2025

***Acknowledgment copy – Please sign and return***

**“EXHIBIT A”  
SCOPE OF SERVICES**

1. Provide one site visit during design phase for investigation and documentation of existing conditions, as required
2. Design of power distribution from existing service and sub-panels to each new light fixture including electrical controls.
3. Design new security walkway lighting to meet all building codes presently adopted by the authority having jurisdiction.
4. Design new playground lighting (same light fixture as walkway) to meet all building codes presently adopted by the authority having jurisdiction
5. Design power connection to irrigation controller
7. Provide structural pole base calculations for walkway/playground light pole (maximum of one calculations)
8. Provide photometric illumination plan for walkway and playground, if required.
9. Provide exterior Title 24 calculations for walkway and playground, if required.
10. Provide revisions necessary as a part of Building Department review; submit construction documents for bid issue and construction.
11. Respond to requests for information.
12. Prepare any addenda as necessary.
13. Review all shop drawings relating to the electrical work for compliance with the construction documents.
14. Provide licensed California electrical engineer's stamp and signature.

**SERVICES NOT INCLUDED:**

1. Soils testing and reports. Client shall provide to Consultant for use in structural calculations.
2. Design of new street lighting or structural pole base calculations.
3. Fees, submittals, processing or approval of electrical drawings with local Building Department.
4. Fabrication of electronic site plan, Client shall provide scaled electronic site plan.
5. Design of headend, active components, raceways, cabling, power outlets or devices for video surveillance, data, integrated communications, access control, site sound system, site/open covered arena annunciation system, open covered arena theatrical lighting system, video system, door locking or wireless Wi-Fi.
6. Design of Future Solar Power System headend, equipment, cabling, solar panels or connection to existing site main service.
7. Design circuit breaker(s), connection and raceways for electric car charger(s) and future electric car charger(s).
8. Design of new site electrical metered service if existing is inadequate to handle new loads



9. Design site low voltage raceways from certain poles to central location for future camera system
10. Design of 120 volt power distribution from new site sub-panel to poles with future cameras over 300' from future camera system headend unit.
11. Design general power/lighting for covered shelters
12. Design of new lighting or power for any other part of site
13. Design of remedial electrical work where existing conditions are in violation of California Electric Code. (C.E.C.)
14. Advertisement or hard copy sets for bidding purposes. Owner shall provide all advertising, bid sets and book specification, including fees, for bid.
15. Providing Boiler plate specifications or conducting bid process. Owner shall be responsible for all bid items.
16. Electrical Construction Administration

## **“EXHIBIT B” TERMS OF AGREEMENT FOR ENGINEERING SERVICE**

### **Article 1      BASIC SERVICES**

- 1.1 Consultant shall coordinate with Client with respect to the Consultant's services in such a way that Consultant's duties and responsibilities shall be co-extensive with those of Client. Consultant shall perform his services in character, sequence, and timing so that they will be coordinated with services of Client and other Consultants for the project. Consultant's services will proceed after adequate base sheets and/or Client furnishes other information necessary. The Consultant's services shall conform to the original schedule and budget for the project as provided by the Client. The relationship of Consultant to the Client shall be that of an independent contractor performing professional services for Client in accordance with this Agreement.
- 1.2 Consultant shall comply with all Electrical Building Department rules and regulations that will affect this design on this project.
- 1.3 Consultant shall provide a complete set of design documents including all schedules, details, diagrams, legends and specifications (if required). Consultant shall furnish at his client all progress prints and specifications required.
- 1.4 Consultant shall review all electrically related shop drawings as submitted by the Electrical Contractor to ensure compliance with specifications.
- 1.5 Consultant shall perform the services as set forth on "Exhibit A", attached.

### **Article 2      DOCUMENT SUPPORT**

- 2.1 Document support shall include Building Department or Division of State Architects review changes, Building Department or Division of State Architects responses and request for information during bid.
- 2.2 Document support shall be considered as part of the contract, if required, regardless of the extensiveness of support required on the project.

### Article 3 WORK NOT INCLUDED / EXTRA SERVICES

- 3.1 All Building Department Fees: Consultant shall provide drawings as required to submit electrical construction documents for the Building Department plan check. Client shall pay all Building Department fees.
- 3.2 Printing: Client shall furnish at his expense information and progress prints of the work required for this project. Prints required by reviewing agencies. Documents required for bidding and construction shall be paid for by Client or Consultant shall pay for blueprinting and Client will reimburse. Client shall pay for final prints and specifications furnished to Consultant. Mylar final prints shall be paid for by Client or Consultant shall pay and Client will reimburse. Reimbursable invoice for additional prints shall include blueprint cost, plus 15% for any applicable governmental fees, outside vendor reproduction cost, in house reproduction costs, mileage and delivery or messenger services incurred on client's behalf
- 3.3 Additional work/revisions: No additional services shall be performed without written direction from Client. Consultant shall be paid by Client for any additional work resulting from changes or revisions made by the Client or Project Owner and also for any additional work not specifically mentioned in Articles 1 and 2 above, as provided in paragraph 5.1.

### Article 4 COMPENSATION

- 4.1 Client shall pay Consultant amount stated in "FEE SCHEDULE", page 1.
- 4.2 Client shall pay Consultant for Article 3 "Work Not Included/Extra Services/Construction Support" for changes or revisions per paragraph 3.3 at the hourly rates as set forth in paragraph 4.3.
- 4.3 For the purposes of hourly services and/or revisions for the basic services, the Consultant shall invoice the Client at the following rates:

Project Engineer/Manager	\$ 230.00
Designer	\$ 180.00
Drafting/CADD	\$ 165.00
Clerical/Delivery/Accounting	\$ 150.00

These hourly rates shall be adjusted annually based on increases in product cost, the cost of living and fuel prices.

### Article 5 INVOICE AND PAYMENTS

- 5.1 At Design Development submittal Design Development Documents shall be considered 100%. Consultant shall tender an 100% invoice to Client setting forth all amounts due.
- 5.2 At Building Department or Division of State Architects submittal Construction Documents shall be considered 80%. Consultant shall tender an 80% invoice to Client setting forth all amounts due. Client shall completely pay 80% invoice prior to final building department or division of state architects submittal or electrical drawings will not be stamped or wet signed
- 5.3 When project is approved by the Building Department, Division of State Architects or published for bid the Electrical Construction Documents shall be considered 100%. Consultant shall tender a 20% invoice (Total amount for Construction Documents 100%) to Client setting forth all amounts due.
- 5.4 During design and construction phase Consultant shall tender an invoice to Client setting forth the amounts due for Construction Administration and reimbursable expenses.
- 5.5 Projects that do not require Construction Administration shall not be invoiced.
- 5.6 At completion of project Client shall provide written notification to Consultant when they are doing final billings to Owner. Closing out project without written notification to Consultant does not relieve Client of complete payment of all amounts. After notification Consultant shall tender an invoice to Client setting forth the final amounts due for Construction Administration and reimbursable expenses, as required.

- 5.7 Client shall pay to consultant the total amount due under invoice within thirty days after receipt of invoice, or within five (5) days of receiving payment from owner (if other than client) whichever date occurs first. Client shall pay a service charge of 1.50% per month on all unpaid balances. Consultant may suspend all work on the project when accounts are over 60 days delinquent.

## **Article 6 ABANDONMENT**

In the event the project is abandoned, Client shall advise immediately by written notice, Consultant to stop work. Client shall pay consultant for all outstanding invoices for service performed and for services completed at that time on the project. Work shall be suspended until Client advises Consultant in writing to continue work.

## **Article 7 ELECTRICAL DOCUMENTS**

- 7.1 All electronic files, drawings and copies furnished by JCA Engineering Inc. are and shall remain its property. They are to be used only with respect to the above-mentioned project and are not to be used on any other project. Submission or distribution to meet official regulatory requirements or for other purposes in connection with this project is not to be construed as publication in derogation of JCA Engineering Inc. common law copyright or other reserved rights.
- 7.2 Client agrees not to make changes to any of the Consultants documents without Consultants written agreement.
- 7.3 Electrical plans are diagrammatic only. Architectural drawings, elevations, details or sections shall denote all electrical devices locations that need exact mounting requirements.
- 7.4 Upon request Consultant shall provide the Client with electronic files after all fees have been completely paid and JCA's affidavit has been signed and returned. Time required to process request will be billed to Owner or Client at the above hourly rates.
- 7.5 Electrical design on documents is guaranteed for a 180 day period. Projects that have not started construction prior to the guarantee period shall be subject to additional electrical fees to investigate and change any items on the drawings related to the current electrical and fire code at that time.

## **Article 8 SCOPE OF AGREEMENT AND ACCEPTANCE**

- 8.1 This document contains the entire agreement of the parties relating to the rights granted and obligations assumed in this document. Any oral modifications or representations concerning this document shall be of no effect unless contained in a subsequent written modification signed by the party to be charged.
- 8.2 The electrical fees shown above shall be reviewed and adjusted if the project has not commenced within 180 days of signing of this contract.

## **Article 9 INSURANCE**

Each party to this Agreement shall carry and maintain insurance to protect him from claims arising out of the performance of his professional services caused by the acts, errors or omissions of each party's legally responsible.

## **Article 10 ARBITRATION**

All questions in dispute under this Agreement shall be submitted to arbitration in accordance with the provision of the Construction Industry rules of the American Arbitration Association. Consultant cannot be sued for a greater amount than the fee. The prevailing party shall be entitled to reasonable attorney's fees to be awarded by the Arbitrator. If there are judicial proceedings instead of arbitration, reasonable attorney's fees shall be fixed by the court.

END OF DOCUMENT


**Engineering Inc.**
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[james.corns@jcaeng.com](mailto:james.corns@jcaeng.com)


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**SERVICE AUTHORIZATION AND AGREEMENT**


---

Requested By: Andrew Krumwiede  
Company: ARCHITERRA Design Group, Inc.

Date: 03/04/2025

JCA File # 25-3140.0

Address: 10221-A Trademark  
Rancho Cucamonga, CA 91730

Telephone: (909) 484-2800  
Fax: (909) 484-2802

Project Name: Washington Charter Park  
Location: City of Palm Desert, California

Project Description: Provide Electrical Construction documents reflecting new walkway lighting and new playground lighting at existing park.

**This proposal is based on preliminary assumptions based on the current RFP, and may be subject to scope and fee adjustments once the final design is approved by the city.**

**FEE SCHEDULE:**

For electrical engineering services per "Exhibit A" and "Exhibit B" attached made a part hereof  
Fixed Fee of Nine Thousand Seven Hundred Dollars (\$ 9,700.00) for Electrical Engineering,  
Electrical Construction Documents and Electrical Document Support

---

**CLIENT APPROVAL**

*Acceptance copy of this service authorization shall be signed and returned prior to commencement of work. The undersigned accepts the terms of this agreement, "Exhibit A-Scope of Services", and "Exhibit B - Terms of Agreement for Engineering Services", articles 1 through 10, attached as part hereof.*

CLIENT  
SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NAME  
: \_\_\_\_\_

Client P.O. / Project # \_\_\_\_\_

NAME: James J. CornsFOR: JCA Engineering Inc.CONSULTANT: DATE: 03/04/2025

**Acknowledgment copy – Please sign and return**

**“EXHIBIT A”  
SCOPE OF SERVICES**

1. Provide one site visit during design phase for investigation and documentation of existing conditions, as required
2. Design of power distribution from existing service and sub-panels to each new light fixture including electrical controls.
3. Design new security walkway lighting to meet all building codes presently adopted by the authority having jurisdiction.
4. Design new playground lighting (same light fixture as walkway) to meet all building codes presently adopted by the authority having jurisdiction
5. Design power connection to irrigation controller
7. Provide structural pole base calculations for walkway/playground light pole (maximum of one calculations)
8. Provide photometric illumination plan for walkway and playground, if required.
9. Provide exterior Title 24 calculations for walkway and playground, if required.
10. Provide revisions necessary as a part of Building Department review; submit construction documents for bid issue and construction.
11. Respond to requests for information.
12. Prepare any addenda as necessary.
13. Review all shop drawings relating to the electrical work for compliance with the construction documents.
14. Provide licensed California electrical engineer's stamp and signature.

**SERVICES NOT INCLUDED:**

1. Soils testing and reports. Client shall provide to Consultant for use in structural calculations.
2. Design of new street lighting or structural pole base calculations.
3. Fees, submittals, processing or approval of electrical drawings with local Building Department.
4. Fabrication of electronic site plan, Client shall provide scaled electronic site plan.
5. Design of headend, active components, raceways, cabling, power outlets or devices for video surveillance, data, integrated communications, access control, site sound system, site/open covered arena annunciation system, open covered arena theatrical lighting system, video system, door locking or wireless Wi-Fi.
6. Design of Future Solar Power System headend, equipment, cabling, solar panels or connection to existing site main service.
7. Design circuit breaker(s), connection and raceways for electric car charger(s) and future electric car charger(s).
8. Design of new site electrical metered service if existing is inadequate to handle new loads

9. Design site low voltage raceways from certain poles to central location for future camera system
10. Design of 120 volt power distribution from new site sub-panel to poles with future cameras over 300' from future camera system headend unit.
11. Design general power/lighting for covered shelters
12. Design of new lighting or power for any other part of site
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14. Advertisement or hard copy sets for bidding purposes. Owner shall provide all advertising, bid sets and book specification, including fees, for bid.
15. Providing Boiler plate specifications or conducting bid process. Owner shall be responsible for all bid items.
16. Electrical Construction Administration

### **"EXHIBIT B"**

## **TERMS OF AGREEMENT FOR ENGINEERING SERVICE**

### **Article 1 BASIC SERVICES**

- 1.1 Consultant shall coordinate with Client with respect to the Consultant's services in such a way that Consultant's duties and responsibilities shall be co-extensive with those of Client. Consultant shall perform his services in character, sequence, and timing so that they will be coordinated with services of Client and other Consultants for the project. Consultant's services will proceed after adequate base sheets and/or Client furnishes other information necessary. The Consultant's services shall conform to the original schedule and budget for the project as provided by the Client. The relationship of Consultant to the Client shall be that of an independent contractor performing professional services for Client in accordance with this Agreement.
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- 2.1 Document support shall include Building Department or Division of State Architects review changes, Building Department or Division of State Architects responses and request for information during bid.
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### **Article 3 WORK NOT INCLUDED / EXTRA SERVICES**

- 3.1 All Building Department Fees: Consultant shall provide drawings as required to submit electrical construction documents for the Building Department plan check. Client shall pay all Building Department fees.



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#### Article 4

#### COMPENSATION

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- 4.3 For the purposes of hourly services and/or revisions for the basic services, the Consultant shall invoice the Client at the following rates:

Project Engineer/Manager	\$ 230.00
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- 7.2 Client agrees not to make changes to any of the Consultants documents without Consultants written agreement.
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**Article 8 SCOPE OF AGREEMENT AND ACCEPTANCE**

- 8.1 This document contains the entire agreement of the parties relating to the rights granted and obligations assumed in this document. Any oral modifications or representations concerning this document shall be of no effect unless contained in a subsequent written modification signed by the party to be charged.
- 8.2 The electrical fees shown above shall be reviewed and adjusted if the project has not commenced within 180 days of signing of this contract.

**Article 9 INSURANCE**

Each party to this Agreement shall carry and maintain insurance to protect him from claims arising out of the performance of his professional services caused by the acts, errors or omissions of each party's legally responsible.

**Article 10 ARBITRATION**

All questions in dispute under this Agreement shall be submitted to arbitration in accordance with the provision of the Construction Industry rules of the American Arbitration Association. Consultant cannot be sued for a greater amount than the fee. The prevailing party shall be entitled to reasonable attorney's fees to be awarded by the Arbitrator. If there are judicial proceedings instead of arbitration, reasonable attorney's fees shall be fixed by the court.

END OF DOCUMENT



**Engineering Inc.**

*Electrical Engineering & Consulting*

8048 Palm Ave.

Highland, CA

92346

909.864.0223

Fax 909.864.0280

[james.corns@jcaeng.com](mailto:james.corns@jcaeng.com)

### **SERVICE AUTHORIZATION AND AGREEMENT**

Requested By: Andrew Krumwiede  
Company: ARCHITERRA Design Group, Inc.

Date: 03/04/2025

JCA File # 25-3141.0

Address: 10221-A Trademark  
Rancho Cucamonga, CA 91730

Telephone: (909) 484-2800  
Fax: (909) 484-2802

Project Name: Randall Henderson Trailhead  
Location: City of Palm Desert, California

Project Description: Provide Electrical Construction documents reflecting new metered service, new walkway lighting, new parking lot lighting and new shade structure power/lighting existing park.

**This proposal is based on preliminary assumptions based on the current RFP, and may be subject to scope and fee adjustments once the final design is approved by the city.**

### **FEE SCHEDULE:**

For electrical engineering services per "Exhibit A" and "Exhibit B" attached made a part hereof  
Fixed Fee of Eighteen Thousand Nine Hundred Dollars (\$ 18,900.00) for Electrical Engineering,  
Electrical Construction Documents and Electrical Document Support

### **CLIENT APPROVAL**

*Acceptance copy of this service authorization shall be signed and returned prior to commencement of work. The undersigned accepts the terms of this agreement, "Exhibit A-Scope of Services", and "Exhibit B - Terms of Agreement for Engineering Services", articles 1 through 10, attached as part hereof.*

CLIENT  
SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NAME  
: \_\_\_\_\_

Client P.O. / Project # \_\_\_\_\_

NAME: James J. Corns

FOR: JCA Engineering Inc.

CONSULTANT: 

DATE: 03/04/2025

***Acknowledgment copy – Please sign and return***

**“EXHIBIT A”  
SCOPE OF SERVICES**

1. Design all new power system including main switchboard and distribution panels to meet minimum owner's standards electrical requirements.
2. Provide all required paperwork and electronic files to Owner to submit to local power, telephone and cable utility companies for service requirements, new off-site point of connection and other requirements.
3. Design new security walkway lighting to meet all building codes presently adopted by the authority having jurisdiction.
4. Design new parking lot lighting to meet all building codes presently adopted by the authority having jurisdiction
5. Design general power/lighting for new shade shelters.
6. Design power connection to irrigation controller
7. Design power connection to pre-fabricated restroom building
8. Provide structural pole base calculations for parking lot and walkway light poles (maximum of two calculations)
9. Provide photometric illumination plan for parking lot and walkway, if required.
10. Provide exterior Title 24 calculations for parking lot and walkway, if required.
11. Provide revisions necessary as a part of Building Department review; submit construction documents for bid issue and construction.
12. Respond to requests for information.
13. Prepare any addenda as necessary.
14. Review all shop drawings relating to the electrical work for compliance with the construction documents.
15. Provide licensed California electrical engineer's stamp and signature.

**SERVICES NOT INCLUDED:**

1. Soils testing and reports. Client shall provide to Consultant for use in structural calculations.
2. Design of new street lighting or structural pole base calculations.
3. Fees, submittals, processing or approval of electrical drawings with local Building Department.
4. Fabrication of electronic site plan, Client shall provide scaled electronic site plan.
5. Design of headend, active components, raceways, cabling, power outlets or devices for video surveillance, data, integrated communications, access control, site sound system, site/open covered arena annunciation system, open covered arena theatrical lighting system, video system, door locking or wireless Wi-Fi.
6. Design of Future Solar Power System headend, equipment, cabling, solar panels or connection to existing site main service.

7. Design circuit breaker(s), connection and raceways for electric car charger(s) and future electric car charger(s).
8. Submittal, fees drawings, coordination and approved drawings from local power, telephone and cable utility company for new service. Per utility company standards there shall only be one contact person (Owner) for complete process. JCA to provide all electrical, telephone and cable information on forms, electrical PDF drawings and AutoCAD site plan for Owner's submittal process
9. Control of timeline for power company designed drawings. Estimated timeline for utility company red line drawings is twelve to sixteen weeks. If project is to bid prior to arrival of utility company red lines JCA will design for the worst case.
10. Design of site low voltage raceways from certain poles to central location for future camera system
11. Design of 120 volt power distribution from new site sub-panel to poles with future cameras over 300' from future camera system headend unit.
12. Design of new lighting or power for any other part of site
13. Design of remedial electrical work where existing conditions are in violation of California Electric Code. (C.E.C.)
14. Advertisement or hard copy sets for bidding purposes. Owner shall provide all advertising, bid sets and book specification, including fees, for bid.
15. Providing Boiler plate specifications or conducting bid process. Owner shall be responsible for all bid items.
17. Design of special event, equipment or dedicated power for new covered open arena
18. Provide interior Title 24 calculations for new building, if required.
19. Electrical Construction Administration

## **“EXHIBIT B”**

### **TERMS OF AGREEMENT FOR ENGINEERING SERVICE**

#### **Article 1      BASIC SERVICES**

- 1.1 Consultant shall coordinate with Client with respect to the Consultant's services in such a way that Consultant's duties and responsibilities shall be co-extensive with those of Client. Consultant shall perform his services in character, sequence, and timing so that they will be coordinated with services of Client and other Consultants for the project. Consultant's services will proceed after adequate base sheets and/or Client furnishes other information necessary. The Consultant's services shall conform to the original schedule and budget for the project as provided by the Client. The relationship of Consultant to the Client shall be that of an independent contractor performing professional services for Client in accordance with this Agreement.
- 1.2 Consultant shall comply with all Electrical Building Department rules and regulations that will affect this design on this project.
- 1.3 Consultant shall provide a complete set of design documents including all schedules, details, diagrams, legends and specifications (if required). Consultant shall furnish at his client all progress prints and specifications required.
- 1.4 Consultant shall review all electrically related shop drawings as submitted by the Electrical Contractor to ensure compliance with specifications.

- 1.5 Consultant shall perform the services as set forth on "Exhibit A", attached.

## Article 2

### DOCUMENT SUPPORT

- 2.1 Document support shall include Building Department or Division of State Architects review changes, Building Department or Division of State Architects responses and request for information during bid.
- 2.2 Document support shall be considered as part of the contract, if required, regardless of the extensiveness of support required on the project.

## Article 3

### WORK NOT INCLUDED / EXTRA SERVICES

- 3.1 All Building Department Fees: Consultant shall provide drawings as required to submit electrical construction documents for the Building Department plan check. Client shall pay all Building Department fees.
- 3.2 Printing: Client shall furnish at his expense information and progress prints of the work required for this project. Prints required by reviewing agencies. Documents required for bidding and construction shall be paid for by Client or Consultant shall pay for blueprinting and Client will reimburse. Client shall pay for final prints and specifications furnished to Consultant. Mylar final prints shall be paid for by Client or Consultant shall pay and Client will reimburse. Reimbursable invoice for additional prints shall include blueprint cost, plus 15% for any applicable governmental fees, outside vendor reproduction cost, in house reproduction costs, mileage and delivery or messenger services incurred on client's behalf
- 3.3 Additional work/revisions: No additional services shall be performed without written direction from Client. Consultant shall be paid by Client for any additional work resulting from changes or revisions made by the Client or Project Owner and also for any additional work not specifically mentioned in Articles 1 and 2 above, as provided in paragraph 5.1.

## Article 4

### COMPENSATION

- 4.1 Client shall pay Consultant amount stated in "FEE SCHEDULE", page 1.
- 4.2 Client shall pay Consultant for Article 3 "Work Not Included/Extra Services/Construction Support" for changes or revisions per paragraph 3.3 at the hourly rates as set forth in paragraph 4.3.
- 4.3 For the purposes of hourly services and/or revisions for the basic services, the Consultant shall invoice the Client at the following rates:

Project Engineer/Manager	\$ 230.00
Designer	\$ 180.00
Drafting/CADD	\$ 165.00
Clerical/Delivery/Accounting	\$ 150.00

These hourly rates shall be adjusted annually based on increases in product cost, the cost of living and fuel prices.

## Article 5

### INVOICE AND PAYMENTS

- 5.1 At Design Development submittal Design Development Documents shall be considered 100%. Consultant shall tender an 100% invoice to Client setting forth all amounts due.
- 5.2 At Building Department or Division of State Architects submittal Construction Documents shall be considered 80%. Consultant shall tender an 80% invoice to Client setting forth all amounts due. Client shall completely pay 80% invoice prior to final building department or division of state architects submittal or electrical drawings will not be stamped or wet signed
- 5.3 When project is approved by the Building Department, Division of State Architects or published for bid the Electrical Construction Documents shall be considered 100%. Consultant shall tender a 20% invoice (Total amount for Construction Documents 100%) to Client setting forth all amounts due.



- 5.4 During design and construction phase Consultant shall tender an invoice to Client setting forth the amounts due for Construction Administration and reimbursable expenses.
- 5.5 Projects that do not require Construction Administration shall not be invoiced.
- 5.6 At completion of project Client shall provide written notification to Consultant when they are doing final billings to Owner. Closing out project without written notification to Consultant does not relieve Client of complete payment of all amounts. After notification Consultant shall tender an invoice to Client setting forth the final amounts due for Construction Administration and reimbursable expenses, as required.
- 5.7 Client shall pay to consultant the total amount due under invoice within thirty days after receipt of invoice, or within five (5) days of receiving payment from owner (if other than client) whichever date occurs first. Client shall pay a service charge of 1.50% per month on all unpaid balances. Consultant may suspend all work on the project when accounts are over 60 days delinquent.

## **Article 6 ABANDONMENT**

In the event the project is abandoned, Client shall advise immediately by written notice, Consultant to stop work. Client shall pay consultant for all outstanding invoices for service performed and for services completed at that time on the project. Work shall be suspended until Client advises Consultant in writing to continue work.

## **Article 7 ELECTRICAL DOCUMENTS**

- 7.1 All electronic files, drawings and copies furnished by JCA Engineering Inc. are and shall remain its property. They are to be used only with respect to the above-mentioned project and are not to be used on any other project. Submission or distribution to meet official regulatory requirements or for other purposes in connection with this project is not to be construed as publication in derogation of JCA Engineering Inc. common law copyright or other reserved rights.
- 7.2 Client agrees not to make changes to any of the Consultants documents without Consultants written agreement.
- 7.3 Electrical plans are diagrammatic only. Architectural drawings, elevations, details or sections shall denote all electrical devices locations that need exact mounting requirements.
- 7.4 Upon request Consultant shall provide the Client with electronic files after all fees have been completely paid and JCA's affidavit has been signed and returned. Time required to process request will be billed to Owner or Client at the above hourly rates.
- 7.5 Electrical design on documents is guaranteed for a 180 day period. Projects that have not started construction prior to the guarantee period shall be subject to additional electrical fees to investigate and change any items on the drawings related to the current electrical and fire code at that time.

## **Article 8 SCOPE OF AGREEMENT AND ACCEPTANCE**

- 8.1 This document contains the entire agreement of the parties relating to the rights granted and obligations assumed in this document. Any oral modifications or representations concerning this document shall be of no effect unless contained in a subsequent written modification signed by the party to be charged.
- 8.2 The electrical fees shown above shall be reviewed and adjusted if the project has not commenced within 180 days of signing of this contract.

## **Article 9 INSURANCE**

Each party to this Agreement shall carry and maintain insurance to protect him from claims arising out of the performance of his professional services caused by the acts, errors or omissions of each party's legally responsible.

**Article 10      ARBITRATION**

All questions in dispute under this Agreement shall be submitted to arbitration in accordance with the provision of the Construction Industry rules of the American Arbitration Association. Consultant cannot be sued for a greater amount than the fee. The prevailing party shall be entitled to reasonable attorney's fees to be awarded by the Arbitrator. If there are judicial proceedings instead of arbitration, reasonable attorney's fees shall be fixed by the court.

END OF DOCUMENT



**Engineering Inc.**

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Fax 909.864.0280

[james.corns@jcaeng.com](mailto:james.corns@jcaeng.com)

### **SERVICE AUTHORIZATION AND AGREEMENT**

Date: 03/04/2025

Requested By: Andrew Krumwiede  
Company: ARCHITERRA Design Group, Inc.

JCA File # 25-3142.0

Address: 10221-A Trademark  
Rancho Cucamonga, CA 91730

Telephone: (909) 484-2800  
Fax: (909) 484-2802

Project Name: Freedom Park  
Location: City of Palm Desert, California

Project Description: Provide Electrical Construction documents reflecting new playground lighting at existing park.

**This proposal is based on preliminary assumptions based on the current RFP, and may be subject to scope and fee adjustments once the final design is approved by the city.**

### **FEE SCHEDULE:**

For electrical engineering services per "Exhibit A" and "Exhibit B" attached made a part hereof  
Fixed Fee of Seven Thousand Seven Hundred Dollars (\$ 7,700.00) for Electrical Engineering,  
Electrical Construction Documents and Electrical Document Support

### **CLIENT APPROVAL**

*Acceptance copy of this service authorization shall be signed and returned prior to commencement of work. The undersigned accepts the terms of this agreement, "Exhibit A-Scope of Services", and "Exhibit B - Terms of Agreement for Engineering Services", articles 1 through 10, attached as part hereof.*

CLIENT  
SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NAME  
: \_\_\_\_\_

Client P.O. / Project #  
\_\_\_\_\_

NAME: James J. Corns

FOR: JCA Engineering Inc.

CONSULTANT: 

DATE: 03/04/2025

***Acknowledgment copy – Please sign and return***

**“EXHIBIT A”  
SCOPE OF SERVICES**

1. Provide one site visit during design phase for investigation and documentation of existing conditions, as required
2. Design of power distribution from existing service and sub-panels to each new light fixture including electrical controls.
3. Design new playground lighting to meet all building codes presently adopted by the authority having jurisdiction
4. Design power connection to irrigation controller
5. Provide structural pole base calculations for playground light pole (maximum of one calculations)
6. Provide photometric illumination plan for playground, if required.
7. Provide exterior Title 24 calculations for playground, if required.
8. Provide revisions necessary as a part of Building Department review; submit construction documents for bid issue and construction.
9. Respond to requests for information.
10. Prepare any addenda as necessary.
11. Review all shop drawings relating to the electrical work for compliance with the construction documents.
12. Provide licensed California electrical engineer's stamp and signature.

**SERVICES NOT INCLUDED:**

1. Soils testing and reports. Client shall provide to Consultant for use in structural calculations.
2. Design of new street lighting or structural pole base calculations.
3. Fees, submittals, processing or approval of electrical drawings with local Building Department.
4. Fabrication of electronic site plan, Client shall provide scaled electronic site plan.
5. Design of headend, active components, raceways, cabling, power outlets or devices for video surveillance, data, integrated communications, access control, site sound system, site/open covered arena annunciation system, open covered arena theatrical lighting system, video system, door locking or wireless Wi-Fi.
6. Design of Future Solar Power System headend, equipment, cabling, solar panels or connection to existing site main service.
7. Design circuit breaker(s), connection and raceways for electric car charger(s) and future electric car charger(s).
8. Design of new site electrical metered service if existing is inadequate to handle new loads
9. Design site low voltage raceways from certain poles to central location for future camera system

- 10 Design of 120 volt power distribution from new site sub-panel to poles with future cameras over 300' from future camera system headend unit.
11. Design general power/lighting for covered shelters
12. Design of new lighting or power for any other part of site
13. Design of remedial electrical work where existing conditions are in violation of California Electric Code. (C.E.C.)
14. Advertisement or hard copy sets for bidding purposes. Owner shall provide all advertising, bid sets and book specification, including fees, for bid.
- 15 Providing Boiler plate specifications or conducting bid process. Owner shall be responsible for all bid items.
16. Electrical Construction Administration

## **“EXHIBIT B” TERMS OF AGREEMENT FOR ENGINEERING SERVICE**

### **Article 1 BASIC SERVICES**

- 1.1 Consultant shall coordinate with Client with respect to the Consultant's services in such a way that Consultant's duties and responsibilities shall be co-extensive with those of Client. Consultant shall perform his services in character, sequence, and timing so that they will be coordinated with services of Client and other Consultants for the project. Consultant's services will proceed after adequate base sheets and/or Client furnishes other information necessary. The Consultant's services shall conform to the original schedule and budget for the project as provided by the Client. The relationship of Consultant to the Client shall be that of an independent contractor performing professional services for Client in accordance with this Agreement.
- 1.2 Consultant shall comply with all Electrical Building Department rules and regulations that will affect this design on this project.
- 1.3 Consultant shall provide a complete set of design documents including all schedules, details, diagrams, legends and specifications (if required). Consultant shall furnish at his client all progress prints and specifications required.
- 1.4 Consultant shall review all electrically related shop drawings as submitted by the Electrical Contractor to ensure compliance with specifications.
- 1.5 Consultant shall perform the services as set forth on "Exhibit A", attached.

### **Article 2 DOCUMENT SUPPORT**

- 2.1 Document support shall include Building Department or Division of State Architects review changes, Building Department or Division of State Architects responses and request for information during bid.
- 2.2 Document support shall be considered as part of the contract, if required, regardless of the extensiveness of support required on the project.

### **Article 3 WORK NOT INCLUDED / EXTRA SERVICES**

- 3.1 All Building Department Fees: Consultant shall provide drawings as required to submit electrical construction documents for the Building Department plan check. Client shall pay all Building Department fees.

- 3.2 Printing: Client shall furnish at his expense information and progress prints of the work required for this project. Prints required by reviewing agencies. Documents required for bidding and construction shall be paid for by Client or Consultant shall pay for blueprinting and Client will reimburse. Client shall pay for final prints and specifications furnished to Consultant. Mylar final prints shall be paid for by Client or Consultant shall pay and Client will reimburse. Reimbursable invoice for additional prints shall include blueprint cost, plus 15% for any applicable governmental fees, outside vendor reproduction cost, in house reproduction costs, mileage and delivery or messenger services incurred on client's behalf
- 3.3 Additional work/revisions: No additional services shall be performed without written direction from Client. Consultant shall be paid by Client for any additional work resulting from changes or revisions made by the Client or Project Owner and also for any additional work not specifically mentioned in Articles 1 and 2 above, as provided in paragraph 5.1.

#### Article 4

#### COMPENSATION

- 4.1 Client shall pay Consultant amount stated in "FEE SCHEDULE", page 1.
- 4.2 Client shall pay Consultant for Article 3 "Work Not Included/Extra Services/Construction Support" for changes or revisions per paragraph 3.3 at the hourly rates as set forth in paragraph 4.3.
- 4.3 For the purposes of hourly services and/or revisions for the basic services, the Consultant shall invoice the Client at the following rates:

Project Engineer/Manager	\$ 230.00
Designer	\$ 180.00
Drafting/CADD	\$ 165.00
Clerical/Delivery/Accounting	\$ 150.00

These hourly rates shall be adjusted annually based on increases in product cost, the cost of living and fuel prices.

#### Article 5

#### INVOICE AND PAYMENTS

- 5.1 At Design Development submittal Design Development Documents shall be considered 100%. Consultant shall tender an 100% invoice to Client setting forth all amounts due.
- 5.2 At Building Department or Division of State Architects submittal Construction Documents shall be considered 80%. Consultant shall tender an 80% invoice to Client setting forth all amounts due. Client shall completely pay 80% invoice prior to final building department or division of state architects submittal or electrical drawings will not be stamped or wet signed
- 5.3 When project is approved by the Building Department, Division of State Architects or published for bid the Electrical Construction Documents shall be considered 100%. Consultant shall tender a 20% invoice (Total amount for Construction Documents 100%) to Client setting forth all amounts due.
- 5.4 During design and construction phase Consultant shall tender an invoice to Client setting forth the amounts due for Construction Administration and reimbursable expenses.
- 5.5 Projects that do not require Construction Administration shall not be invoiced.
- 5.6 At completion of project Client shall provide written notification to Consultant when they are doing final billings to Owner. Closing out project without written notification to Consultant does not relieve Client of complete payment of all amounts. After notification Consultant shall tender an invoice to Client setting forth the final amounts due for Construction Administration and reimbursable expenses, as required.
- 5.7 Client shall pay to consultant the total amount due under invoice within thirty days after receipt of invoice, or within five (5) days of receiving payment from owner (if other than client) whichever date occurs first. Client shall pay a service charge of 1.50% per month on all unpaid balances. Consultant may suspend all work on the project when accounts are over 60 days delinquent.

**Article 6 ABANDONMENT**

In the event the project is abandoned, Client shall advise immediately by written notice, Consultant to stop work. Client shall pay consultant for all outstanding invoices for service performed and for services completed at that time on the project. Work shall be suspended until Client advises Consultant in writing to continue work.

**Article 7 ELECTRICAL DOCUMENTS**

- 7.1 All electronic files, drawings and copies furnished by JCA Engineering Inc. are and shall remain its property. They are to be used only with respect to the above-mentioned project and are not to be used on any other project. Submission or distribution to meet official regulatory requirements or for other purposes in connection with this project is not to be construed as publication in derogation of JCA Engineering Inc. common law copyright or other reserved rights.
- 7.2 Client agrees not to make changes to any of the Consultants documents without Consultants written agreement.
- 7.3 Electrical plans are diagrammatic only. Architectural drawings, elevations, details or sections shall denote all electrical devices locations that need exact mounting requirements.
- 7.4 Upon request Consultant shall provide the Client with electronic files after all fees have been completely paid and JCA's affidavit has been signed and returned. Time required to process request will be billed to Owner or Client at the above hourly rates.
- 7.5 Electrical design on documents is guaranteed for a 180 day period. Projects that have not started construction prior to the guarantee period shall be subject to additional electrical fees to investigate and change any items on the drawings related to the current electrical and fire code at that time.

**Article 8 SCOPE OF AGREEMENT AND ACCEPTANCE**

- 8.1 This document contains the entire agreement of the parties relating to the rights granted and obligations assumed in this document. Any oral modifications or representations concerning this document shall be of no effect unless contained in a subsequent written modification signed by the party to be charged.
- 8.2 The electrical fees shown above shall be reviewed and adjusted if the project has not commenced within 180 days of signing of this contract.

**Article 9 INSURANCE**

Each party to this Agreement shall carry and maintain insurance to protect him from claims arising out of the performance of his professional services caused by the acts, errors or omissions of each party's legally responsible.

**Article 10 ARBITRATION**

All questions in dispute under this Agreement shall be submitted to arbitration in accordance with the provision of the Construction Industry rules of the American Arbitration Association. Consultant cannot be sued for a greater amount than the fee. The prevailing party shall be entitled to reasonable attorney's fees to be awarded by the Arbitrator. If there are judicial proceedings instead of arbitration, reasonable attorney's fees shall be fixed by the court.

END OF DOCUMENT




**Engineering Inc.**
*Electrical Engineering & Consulting*

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[james.corns@jcaeng.com](mailto:james.corns@jcaeng.com)


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**SERVICE AUTHORIZATION AND AGREEMENT**


---

Requested By: Andrew Krumwiede  
 Company: ARCHITERRA Design Group, Inc.

Date: 03/04/2025

JCA File # 25-3143.0

Address: 10221-A Trademark  
 Rancho Cucamonga, CA 91730

Telephone: (909) 484-2800  
 Fax: (909) 484-2802

Project Name: Ironwood Park  
 Location: City of Palm Desert, California

Project Description: Provide Electrical Construction documents reflecting new shade structure power/lighting and power connection to new water feature at existing park.

**This proposal is based on preliminary assumptions based on the current RFP, and may be subject to scope and fee adjustments once the final design is approved by the city.**

**FEE SCHEDULE:**

For electrical engineering services per "Exhibit A" and "Exhibit B" attached made a part hereof  
 Fixed Fee of Eleven Thousand Five Hundred Dollars (\$ 11,500.00) for Electrical Engineering,  
 Electrical Construction Documents and Electrical Document Support

---

**CLIENT APPROVAL**

*Acceptance copy of this service authorization shall be signed and returned prior to commencement of work. The undersigned accepts the terms of this agreement, "Exhibit A-Scope of Services", and "Exhibit B - Terms of Agreement for Engineering Services", articles 1 through 10, attached as part hereof.*

CLIENT  
 SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NAME  
 : \_\_\_\_\_

Client P.O. / Project # \_\_\_\_\_

NAME: James J. CornsFOR: JCA Engineering Inc.CONSULTANT: DATE: 03/04/2025

**Acknowledgment copy – Please sign and return**

**“EXHIBIT A”  
SCOPE OF SERVICES**

1. Provide one site visit during design phase for investigation and documentation of existing conditions, as required
2. Design of power distribution from existing service and sub-panels to each new light fixture including electrical controls.
3. Design general power/lighting for new shade shelters.
4. Design power connection to irrigation controller
5. Design power connection to water feature system.
6. Provide revisions necessary as a part of Building Department review; submit construction documents for bid issue and construction.
7. Respond to requests for information.
8. Prepare any addenda as necessary.
9. Review all shop drawings relating to the electrical work for compliance with the construction documents.
10. Provide licensed California electrical engineer's stamp and signature.

**SERVICES NOT INCLUDED:**

1. Soils testing and reports. Client shall provide to Consultant for use in structural calculations.
2. Design of new street lighting or structural pole base calculations.
3. Fees, submittals, processing or approval of electrical drawings with local Building Department.
4. Fabrication of electronic site plan, Client shall provide scaled electronic site plan.
5. Design of headend, active components, raceways, cabling, power outlets or devices for video surveillance, data, integrated communications, access control, site sound system, site/open covered arena annunciation system, open covered arena theatrical lighting system, video system, door locking or wireless Wi-Fi.
6. Design of Future Solar Power System headend, equipment, cabling, solar panels or connection to existing site main service.
7. Design circuit breaker(s), connection and raceways for electric car charger(s) and future electric car charger(s).
8. Design of new site electrical metered service if existing is inadequate to handle new loads
9. Design site low voltage raceways from certain poles to central location for future camera system
10. Design of 120 volt power distribution from new site sub-panel to poles with future cameras over 300' from future camera system headend unit.
11. Design of new lighting or power for any other part of site

12. Design of remedial electrical work where existing conditions are in violation of California Electric Code. (C.E.C.)
13. Advertisement or hard copy sets for bidding purposes. Owner shall provide all advertising, bid sets and book specification, including fees, for bid.
14. Providing Boiler plate specifications or conducting bid process. Owner shall be responsible for all bid items.
15. Electrical Construction Administration

**“EXHIBIT B”**  
**TERMS OF AGREEMENT FOR ENGINEERING SERVICE**

**Article 1      BASIC SERVICES**

- 1.1 Consultant shall coordinate with Client with respect to the Consultant's services in such a way that Consultant's duties and responsibilities shall be co-extensive with those of Client. Consultant shall perform his services in character, sequence, and timing so that they will be coordinated with services of Client and other Consultants for the project. Consultant's services will proceed after adequate base sheets and/or Client furnishes other information necessary. The Consultant's services shall conform to the original schedule and budget for the project as provided by the Client. The relationship of Consultant to the Client shall be that of an independent contractor performing professional services for Client in accordance with this Agreement.
- 1.2 Consultant shall comply with all Electrical Building Department rules and regulations that will affect this design on this project.
- 1.3 Consultant shall provide a complete set of design documents including all schedules, details, diagrams, legends and specifications (if required). Consultant shall furnish at his client all progress prints and specifications required.
- 1.4 Consultant shall review all electrically related shop drawings as submitted by the Electrical Contractor to ensure compliance with specifications.
- 1.5 Consultant shall perform the services as set forth on "Exhibit A", attached.

**Article 2      DOCUMENT SUPPORT**

- 2.1 Document support shall include Building Department or Division of State Architects review changes, Building Department or Division of State Architects responses and request for information during bid.
- 2.2 Document support shall be considered as part of the contract, if required, regardless of the extensiveness of support required on the project.

**Article 3      WORK NOT INCLUDED / EXTRA SERVICES**

- 3.1 All Building Department Fees: Consultant shall provide drawings as required to submit electrical construction documents for the Building Department plan check. Client shall pay all Building Department fees.
- 3.2 Printing: Client shall furnish at his expense information and progress prints of the work required for this project. Prints required by reviewing agencies. Documents required for bidding and construction shall be paid for by Client or Consultant shall pay for blueprinting and Client will reimburse. Client shall pay for final prints and specifications furnished to Consultant. Mylar final prints shall be paid for by Client or Consultant shall pay and Client will reimburse. Reimbursable invoice for additional prints shall include blueprint cost, plus 15% for any applicable governmental fees, outside vender reproduction cost, in house reproduction costs, mileage and delivery or messenger services incurred on client's behalf

- 3.3 Additional work/revisions: No additional services shall be performed without written direction from Client. Consultant shall be paid by Client for any additional work resulting from changes or revisions made by the Client or Project Owner and also for any additional work not specifically mentioned in Articles 1 and 2 above, as provided in paragraph 5.1.

#### **Article 4           COMPENSATION**

- 4.1 Client shall pay Consultant amount stated in "FEE SCHEDULE", page 1.
- 4.2 Client shall pay Consultant for Article 3 "Work Not Included/Extra Services/Construction Support" for changes or revisions per paragraph 3.3 at the hourly rates as set forth in paragraph 4.3.
- 4.3 For the purposes of hourly services and/or revisions for the basic services, the Consultant shall invoice the Client at the following rates:

Project Engineer/Manager	\$ 230.00
Designer	\$ 180.00
Drafting/CADD	\$ 165.00
Clerical/Delivery/Accounting	\$ 150.00

These hourly rates shall be adjusted annually based on increases in product cost, the cost of living and fuel prices.

#### **Article 5           INVOICE AND PAYMENTS**

- 5.1 At Design Development submittal Design Development Documents shall be considered 100%. Consultant shall tender an 100% invoice to Client setting forth all amounts due.
- 5.2 At Building Department or Division of State Architects submittal Construction Documents shall be considered 80%. Consultant shall tender an 80% invoice to Client setting forth all amounts due. Client shall completely pay 80% invoice prior to final building department or division of state architects submittal or electrical drawings will not be stamped or wet signed
- 5.3 When project is approved by the Building Department, Division of State Architects or published for bid the Electrical Construction Documents shall be considered 100%. Consultant shall tender a 20% invoice (Total amount for Construction Documents 100%) to Client setting forth all amounts due.
- 5.4 During design and construction phase Consultant shall tender an invoice to Client setting forth the amounts due for Construction Administration and reimbursable expenses.
- 5.5 Projects that do not require Construction Administration shall not be invoiced.
- 5.6 At completion of project Client shall provide written notification to Consultant when they are doing final billings to Owner. Closing out project without written notification to Consultant does not relieve Client of complete payment of all amounts. After notification Consultant shall tender an invoice to Client setting forth the final amounts due for Construction Administration and reimbursable expenses, as required.
- 5.7 Client shall pay to consultant the total amount due under invoice within thirty days after receipt of invoice, or within five (5) days of receiving payment from owner (if other than client) whichever date occurs first. Client shall pay a service charge of 1.50% per month on all unpaid balances. Consultant may suspend all work on the project when accounts are over 60 days delinquent.

#### **Article 6           ABANDONMENT**

In the event the project is abandoned, Client shall advise immediately by written notice, Consultant to stop work. Client shall pay consultant for all outstanding invoices for service performed and for services completed at that time on the project. Work shall be suspended until Client advises Consultant in writing to continue work.

**Article 7 ELECTRICAL DOCUMENTS**

- 7.1 All electronic files, drawings and copies furnished by JCA Engineering Inc. are and shall remain its property. They are to be used only with respect to the above-mentioned project and are not to be used on any other project. Submission or distribution to meet official regulatory requirements or for other purposes in connection with this project is not to be construed as publication in derogation of JCA Engineering Inc. common law copyright or other reserved rights.
- 7.2 Client agrees not to make changes to any of the Consultants documents without Consultants written agreement.
- 7.3 Electrical plans are diagrammatic only. Architectural drawings, elevations, details or sections shall denote all electrical devices locations that need exact mounting requirements.
- 7.4 Upon request Consultant shall provide the Client with electronic files after all fees have been completely paid and JCA's affidavit has been signed and returned. Time required to process request will be billed to Owner or Client at the above hourly rates.
- 7.5 Electrical design on documents is guaranteed for a 180 day period. Projects that have not started construction prior to the guarantee period shall be subject to additional electrical fees to investigate and change any items on the drawings related to the current electrical and fire code at that time.

**Article 8 SCOPE OF AGREEMENT AND ACCEPTANCE**

- 8.1 This document contains the entire agreement of the parties relating to the rights granted and obligations assumed in this document. Any oral modifications or representations concerning this document shall be of no effect unless contained in a subsequent written modification signed by the party to be charged.
- 8.2 The electrical fees shown above shall be reviewed and adjusted if the project has not commenced within 180 days of signing of this contract.

**Article 9 INSURANCE**

Each party to this Agreement shall carry and maintain insurance to protect him from claims arising out of the performance of his professional services caused by the acts, errors or omissions of each party's legally responsible.

**Article 10 ARBITRATION**

All questions in dispute under this Agreement shall be submitted to arbitration in accordance with the provision of the Construction Industry rules of the American Arbitration Association. Consultant cannot be sued for a greater amount than the fee. The prevailing party shall be entitled to reasonable attorney's fees to be awarded by the Arbitrator. If there are judicial proceedings instead of arbitration, reasonable attorney's fees shall be fixed by the court.

END OF DOCUMENT



**GeoTek, Inc.**  
1548 North Maple Street, Corona, California 92878  
(951) 710-1160 Office (951) 710-1167 Fax [www.geotekusa.com](http://www.geotekusa.com)

March 3, 2025  
Proposal No. P-0300325-CR

**Architerra Design Group**

10221-A Trademark Street  
Rancho Cucamonga, California 91730

Attention: Mr. Andrew Krumwiede

Subject: **Proposal for Geotechnical and Infiltration Evaluations**  
City of Palm Desert Park and Trailhead Engineering and Design  
Seven (7) Project Sites  
City of Palm Desert, Riverside County, California

Dear Mr. Krumwiede:

As requested, GeoTek, Inc. (GeoTek) is pleased to submit this proposal to possibly prepare a Geotechnical and Infiltration Evaluation for seven (7) projects located in the City of Palm Desert, California. This proposal has been prepared based on the information provided and GeoTek's experience with these types of projects.

**Site and Project Description**

The project consists of various improvements at seven (7) existing parks in the City of Palm Desert, Riverside County, California as indicated in the following table.

Site Name	Address	Proposed Improvements
<del>Hovley Soccer Park</del>	<del>74735 Hovley Lane East</del>	<del>Sports fields, landscape and playground</del>
Homme Adams Park	72500 Thrush Road	Parking, shade structure, restroom, park furnishings, landscape
University Park	74902 University Circle	Playground
Washington Center	45768 Portola Avenue	Playground
Randall Henderson Trailhead	Randall Henderson Trailhead and Highway 74	Parking, shade structure, restroom, park furnishings, landscape
Freedom Park	77400 Country Club Drive	Playground
Ironwood Park	47800 Chia Drive	Shade structure, water feature

For the purposes of this proposal, it is assumed that any structures will be wood-framed, one-story and will be supported by conventional shallow spread footings and will most likely include conventional slab on-grade floor systems. Minimal cuts and fills are anticipated to be required during construction.

Based on review of published geologic maps, Hovley Soccer Park and Freedom Park are underlain by sand deposits. Homme Adams Park and Randall Henderson Trailhead are underlain by alluvium and granitic bedrock. University Park, Washington Charter and Ironwood Park are underlain by alluvium. Some surficial fills are most likely to be present at each of the facilities due to the existing improvements.

No active or potentially active faults are known to exist at any of the park sites, nor are any of the park sites situated within an "Alquist-Priolo" Earthquake Fault Zone. None of the park sites are located within areas identified by the State of California as having a potential for liquefaction.

### **Proposed Scope of Work**

Since the proposed improvements for University Park, Washington Charter and Freedom Park include only playgrounds at this time, costs for a geotechnical and infiltration evaluation for each of these three (3) sites are not included in this proposal. If the proposed conceptual design for these three (3) park sites are amended, or require geotechnical design parameters for design and construction, a cost proposal can be provided at a later date.

It is GeoTek's understanding that the final design for each of the remaining four (4) project sites (i.e., Hovley Soccer Park, Homme Adams Park, Randall Henderson Trailhead and Ironwood Park) is not yet completed. Costs and/or services by GeoTek can be amended at a later date when the final design for each of these four (4) projects becomes available.

In order to characterize the subsurface soil conditions at each of the Hovley Soccer Park, Homme Adams Park, Randall Henderson Trailhead and Ironwood Park sites, GeoTek will perform a reconnaissance of the sites. Permission/approval to enter the facilities and coordination to drill on the properties will need to be provided by Architerra Design Group.

GeoTek will excavate a minimum of six (6) exploratory hollow stem auger borings with the aid of a track mounted drill rig at each of the four (4) park sites (i.e., Hovley Soccer Park, Homme Adams Park, Randall Henderson Trailhead and Ironwood Park). Four (4) of the borings will be for geotechnical purposes and two (2) of the borings will be for infiltration testing purposes. The geotechnical borings will be excavated within the area of the proposed improvements.





One (1) of the borings will be excavated to a minimum depth of 50 feet, or refusal, whichever occurs first, for any new sports lighting that may be required (i.e., Hovley Soccer Park). The remaining borings will be excavated to a maximum depth of approximately 15 to 20 feet, or refusal, whichever occurs first. Two (2) infiltration borings will be excavated to depths of approximately five (5) feet below existing grades and will subsequently utilized for infiltration testing. The locations of the infiltration borings should be provided to GeoTek prior to the field exploration. The infiltration testing will be completed in general conformance with County of Riverside guidelines.

Once the drilling operations are completed, the boreholes will be backfilled with the soil cuttings and capped with cold patch asphalt concrete for the boring locations in paved parking/flatwork areas and native soil for the boring locations in landscaped/soil areas. Costs to remove any excess soils from the borings at the project sites have been not included in this proposal. If the excess soils are required to be removed from the project sites, additional costs will be incurred.

Prior to performing the field investigation, a representative of GeoTek will stake or spray paint the proposed exploration locations. Please be advised that GeoTek will not commence the field investigation until a representative of each facility has reviewed the proposed exploration locations and has verified that those locations are clear of buried utility lines. Prior to conducting the field explorations, GeoTek will contact Underground Service Alert (USA) to identify buried utilities that may be in the vicinity of the proposed exploration locations. This service does not mark locations of privately owned utilities. The fee for a private utility locator has been included in the costs of this proposal to identify possible private utilities within the proposed areas of work which would not be marked by the public utility locator. Regardless of the use of a private utility locator, GeoTek will not be responsible for damage to unmarked subsurface structures or appurtenances as a result of the field activities.

GeoTek will not be responsible for repairs to any landscaping or irrigation lines that may be damaged as part of the field activities.

The fee estimate presented includes trips to the various sites to locate the test borings, to perform the actual exploration operations and conduct infiltration tests.

California Prevailing Wage requirements are considered applicable for these projects. This proposal is based on the understanding that the field explorations will be conducted during regular weekday business hours and that the boring locations are accessible by a regular-sized track-mounted drill rig.



Samples of soils encountered in the explorations will be obtained for subsequent laboratory testing. The laboratory testing will likely include in-situ moisture densities, maximum density/optimum moisture content, direct shear, and expansion index and corrosion testing. Subsequent to the completion of the field work and laboratory testing, a geotechnical report will be prepared for each park site. The report will include, but not necessarily be limited to: overall feasibility of the proposed improvements from a geotechnical standpoint; exploration logs including descriptions of materials encountered; an exploration location map; geologic setting; site seismic criteria; depth to groundwater if encountered; geotechnical hazards; corrosivity and soluble sulfate test results; foundation recommendations; infiltration test results; and geotechnical recommendations for grading and construction.

The estimated cost for each site is provided in the table below. A more detailed breakdown of the costs is included in the fee estimate tables attached to this proposal.

Park Site	Cost (\$)
<del>Hovley Soccer Park</del>	<del>18,267</del>
Homme Adams Park	18,267
Randall Henderson Trailhead	18,267
Ironwood Park	18,267
<b>TOTAL</b>	<del>\$73,068</del> \$54,801

Final costs should be based on the final conceptual design for each of the seven (7) project sites.

A final report for each site can be submitted within approximately 20 working days following completion of the site exploration. It is estimated that work can commence as soon as written authorization is received. Assuming there are no delays due to availability of exploration equipment, site accessibility and inclement weather, it is anticipated that the field phase of the study will commence promptly once authorized by the client.

## **CLOSURE**

The fees covered by the above estimate are limited to the stated scope and do not include any response to jurisdictional review questions, construction-related services, additional meetings or consultations that may be requested. Services beyond those outlined in this proposal and requested/authorized will be invoiced at the prevailing hourly rates, as indicated on the attached Work Authorization and Agreement.

Please sign and return a copy of the enclosed "Work Authorization and Agreement" form to this office.



If GeoTek receives a request to proceed (whether verbal, in writing or in the form of a Work Order or Purchase Order) with any or all of the services described in this proposal prior to receiving a signed copy of the attached Work Authorization and Agreement, and GeoTek provides any or all of the services, GeoTek and Architerra Design Group expressly agree that the terms of this proposal, the attached fee schedule and the terms and conditions set forth in the attached Work Authorization and Agreement form shall govern all the services performed.

GeoTek appreciates the opportunity of submitting this proposal and have included a contract for the scope of services. GeoTek looks forward to working with Architerra Design Group towards the successful completion of this project. If you have any questions, please do not hesitate to contact the undersigned.

Respectfully submitted,

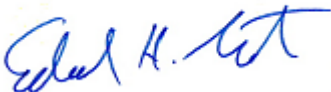
**GeoTek, Inc.**



Anna M. Scott  
Project Geologist



Bruce A. Hick  
GE 2284, Exp. 12/31/26  
Geotechnical Engineer



Edward H. LaMont  
CEG 1892, Exp. 07/31/26  
Principal Geologist

Enclosures: Breakdown of Costs  
Work Authorization and Agreement

[https://geotekusa.sharepoint.com/teams/Corona\\_Branch/Shared Documents/Proposal/GeoTek Inc/2025/P0300325 ADG City of Palm Desert GEO/P-0300325-CR ADG Palm Desert GEO INFILT.doc](https://geotekusa.sharepoint.com/teams/Corona_Branch/Shared%20Documents/Proposal/GeoTek%20Inc/2025/P0300325%20ADG%20City%20of%20Palm%20Desert%20GEO/P-0300325-CR%20ADG%20Palm%20Desert%20GEO%20INFILT.doc)



GeoTek, Inc.

1548 North Maple Street, Corona, California 92880

(951) 710-1160 Office (951) 710-1167 Fax www.geotekusa.com

## Appendix A

### Breakdown of Costs for a Geotechnical and Infiltration Evaluation

Hovley Soccer Park - 74735 Hovley Lane East

Palm Desert, Riverside County, California

TASK	QTY	RATE	TOTAL	Notes
<b>TASK NO. 1 SCHEDULING AND PROJECT COORDINATION</b>				
Staff Engineer/Geologist	2 Hours	\$ 167	\$ 334	
<b>SUBTOTAL:</b>			<b>\$ 334</b>	
<b>TASK NO. 1 SUBSURFACE INVESTIGATION</b>				
Private Utility Locator*	4 Hours	\$ 420	\$ 1,680	
Mobilization/Demobilization (Private Utility)	3 Hours	\$ 222	\$ 666	
Hollow Stem Auger Track Mounted Drill Rig*	8 Hours	\$ 570	\$ 4,560	
Mobilization/Demobilization (Drill Rig)	3 Hours	\$ 360	\$ 1,080	
Field Engineer/Geologist	28 Hours	\$ 140	\$ 3,920	Includes USA marking, boring logging and infiltration testing
Field Supplies	10 Feet	\$ 30	\$ 300	Pipe, rock, gravel and water
<b>SUBTOTAL:</b>			<b>\$ 12,206</b>	
<b>TASK NO. 3 LABORATORY TESTING</b>				
Moisture/Density Rings	16 Each	\$ 40	\$ 640	
Expansion Index	1 Each	\$ 202	\$ 202	
Corrosion Suite Testing with Sulfates	2 Each	\$ 270	\$ 540	
Direct Shear	4 Each	\$ 320	\$ 1,280	
Proctor - Moisture Density Curve	1 Each	\$ 260	\$ 260	
Collapse	3 Each	\$ 127	\$ 381	
<b>SUBTOTAL:</b>			<b>\$ 3,303</b>	
<b>TASK NO. 4 ENGINEERING AND REPORT PREPARATION</b>				
Office Services/Drafting	4 Hours	\$ 82	\$ 328	
Staff Engineer/Geologist	10 Hours	\$ 167	\$ 1,670	
Geotechnical Engineer	2 Hours	\$ 213	\$ 426	
<b>SUBTOTAL:</b>			<b>\$ 2,424</b>	
<b>TOTAL:</b>			<b>\$ 18,267</b>	

\* Denotes Prevailing Wage Rate





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## Appendix A

### Breakdown of Costs for a Geotechnical and Infiltration Evaluation

Homme Adams Park - 72500 Thrush Road

Palm Desert, Riverside County, California

TASK	QTY	RATE	TOTAL	Notes
<b>TASK NO. 1 SCHEDULING AND PROJECT COORDINATION</b>				
Staff Engineer/Geologist	2 Hours	\$ 167	\$ 334	
<b>SUBTOTAL:</b>			<b>\$ 334</b>	
<b>TASK NO. 1 SUBSURFACE INVESTIGATION</b>				
Private Utility Locator*	4 Hours	\$ 420	\$ 1,680	
Mobilization/Demobilization (Private Utility)	3 Hours	\$ 222	\$ 666	
Hollow Stem Auger Track Mounted Drill Rig*	8 Hours	\$ 570	\$ 4,560	
Mobilization/Demobilization (Drill Rig)	3 Hours	\$ 360	\$ 1,080	
Field Engineer/Geologist	28 Hours	\$ 140	\$ 3,920	Includes USA marking, boring logging and infiltration testing
Field Supplies	10 Feet	\$ 30	\$ 300	Pipe, rock, gravel and water
<b>SUBTOTAL:</b>			<b>\$ 12,206</b>	
<b>TASK NO. 3 LABORATORY TESTING</b>				
Moisture/Density Rings	16 Each	\$ 40	\$ 640	
Expansion Index	1 Each	\$ 202	\$ 202	
Corrosion Suite Testing with Sulfates	2 Each	\$ 270	\$ 540	
Direct Shear	4 Each	\$ 320	\$ 1,280	
Proctor - Moisture Density Curve	1 Each	\$ 260	\$ 260	
Collapse	3 Each	\$ 127	\$ 381	
<b>SUBTOTAL:</b>			<b>\$ 3,303</b>	
<b>TASK NO. 4 ENGINEERING AND REPORT PREPARATION</b>				
Office Services/Drafting	4 Hours	\$ 82	\$ 328	
Staff Engineer/Geologist	10 Hours	\$ 167	\$ 1,670	
Geotechnical Engineer	2 Hours	\$ 213	\$ 426	
<b>SUBTOTAL:</b>			<b>\$ 2,424</b>	
<b>TOTAL:</b>			<b>\$ 18,267</b>	

\* Denotes Prevailing Wage Rate





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**Appendix A**  
**Breakdown of Costs for a Geotechnical and Infiltration Evaluation**  
**Randall Henderson Trailhead - Highway 74 and Randall Henderson Trail**  
**Palm Desert, Riverside County, California**

TASK	QTY	RATE	TOTAL	Notes
<b>TASK NO. 1 SCHEDULING AND PROJECT COORDINATION</b>				
Staff Engineer/Geologist	2 Hours	\$ 167	\$ 334	
<b>SUBTOTAL:</b>			<b>\$ 334</b>	
<b>TASK NO. 1 SUBSURFACE INVESTIGATION</b>				
Private Utility Locator*	4 Hours	\$ 420	\$ 1,680	
Mobilization/Demobilization (Private Utility)	3 Hours	\$ 222	\$ 666	
Hollow Stem Auger Track Mounted Drill Rig*	8 Hours	\$ 570	\$ 4,560	
Mobilization/Demobilization (Drill Rig)	3 Hours	\$ 360	\$ 1,080	
Field Engineer/Geologist	28 Hours	\$ 140	\$ 3,920	Includes USA marking, boring logging and infiltration testing
Field Supplies	10 Feet	\$ 30	\$ 300	Pipe, rock, gravel and water
<b>SUBTOTAL:</b>			<b>\$ 12,206</b>	
<b>TASK NO. 3 LABORATORY TESTING</b>				
Moisture/Density Rings	16 Each	\$ 40	\$ 640	
Expansion Index	1 Each	\$ 202	\$ 202	
Corrosion Suite Testing with Sulfates	2 Each	\$ 270	\$ 540	
Direct Shear	4 Each	\$ 320	\$ 1,280	
Proctor - Moisture Density Curve	1 Each	\$ 260	\$ 260	
Collapse	3 Each	\$ 127	\$ 381	
<b>SUBTOTAL:</b>			<b>\$ 3,303</b>	
<b>TASK NO. 4 ENGINEERING AND REPORT PREPARATION</b>				
Office Services/Drafting	4 Hours	\$ 82	\$ 328	
Staff Engineer/Geologist	10 Hours	\$ 167	\$ 1,670	
Geotechnical Engineer	2 Hours	\$ 213	\$ 426	
<b>SUBTOTAL:</b>			<b>\$ 2,424</b>	
<b>TOTAL:</b>			<b>\$ 18,267</b>	

\* Denotes Prevailing Wage Rate





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**Appendix A**  
**Breakdown of Costs for a Geotechnical and Infiltration Evaluation**  
**Ironwood Park - 47800 Chia Drive**  
**Palm Desert, Riverside County, California**

TASK	QTY	RATE	TOTAL	Notes
<b>TASK NO. 1 SCHEDULING AND PROJECT COORDINATION</b>				
Staff Engineer/Geologist	2 Hours	\$ 167	\$ 334	
<b>SUBTOTAL:</b>			<b>\$ 334</b>	
<b>TASK NO. 1 SUBSURFACE INVESTIGATION</b>				
Private Utility Locator*	4 Hours	\$ 420	\$ 1,680	
Mobilization/Demobilization (Private Utility)	3 Hours	\$ 222	\$ 666	
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<b>SUBTOTAL:</b>			<b>\$ 2,424</b>	
<b>TOTAL:</b>			<b>\$ 18,267</b>	

\* Denotes Prevailing Wage Rate





**PROJECT INFORMATION**Project Name: City of Palm Desert - Geotechnical and Infiltration EvaluationsDate: 3/3/2025Project Location: Palm Desert, Riverside County, CaliforniaProposal No: P-0300325-CR

Project No: \_\_\_\_\_

Scope of Services: Scope and estimated fees are outlined in text of proposal and/or below under "Special Instructions." Services not outlined in the proposal or in this Agreement, are not included in the scope of this contract and will be invoiced separately as Additional Services (as provided in Paragraph 4 below). All services, including any Additional Services, are subject to the Terms and Conditions below.

Fee Estimate: \$73,068.00

Retainer: \_\_\_\_\_ COD: \_\_\_\_\_

Reimbursable Expenses not in fee Estimate: \_\_\_\_\_

Special Instructions: --

**CLIENT INFORMATION**Name: Architerra Design GroupAttention: Mr. Andrew KrumwiedeAddress 1: 10221-A Trademark Street

Address 2: \_\_\_\_\_

City: Rancho Cucamonga State: CA Zip: 91730Email: akrumwiede@architerradesigngroup.comPhone No: (909) 484-2800

Ext: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Fax No: \_\_\_\_\_

**TERMS AND CONDITIONS**

**1) AGREEMENT.** This Work Authorization and Agreement together with the proposal P-0300325-CF (the "Proposal"), the terms of which are incorporated herein by reference and made a part of this Agreement (defined below) will constitute the agreement between Client, as identified above, and GeoTek, Inc., a Nevada Corporation ("GeoTek") for performance of the professional services outlined in the Proposal, ("Services"). GeoTek is willing to provide the Services for consideration and upon the terms set forth in the Proposal and hereinafter stated. This Work Authorization and Agreement and the Proposal will be referred to collectively hereinafter as the "Agreement". Any future work performed for Client will be under the terms of this Agreement unless a new agreement is executed in writing by both parties.

**2) FEES/QUOTATIONS.** Unless otherwise specified, the Proposal will define the: (1) Services to be provided, (2) the estimated fee and expense amount(s) for such Services, and (3) the billing type or method (e.g. time and materials, lump sum, fixed fee to a maximum, etc.). Client agrees to pay GeoTek its quoted rates for the Services and any Additional Services (as defined below) and products provided subject to changes in pricing from time to time. Any quotation will be good for a period of thirty (30) days from the date of the quotation. Quotation(s) of fees and expenses are estimates only. The actual fees and expenses will be shown when the final invoice is tendered.

**3) BILLING AND PAYMENT.** Invoices will be submitted on a progress basis for all Services performed during the term of the project. All invoices are due and payable upon receipt. Any and all invoices or any portion thereof, outstanding after thirty (30) days will accrue interest at 1.5% per month but in no event more than the maximum rate permissible by law from the original date of the invoice until paid.

**4) ADDITIONAL SERVICES.** Client acknowledges that it is impossible to predict what changes to the Services will be necessary as requirements for changes come from many sources beyond GeoTek's control. In the event changes become necessary, any services that are not specifically set forth in either GeoTek's proposal or this Agreement but are requested by Client, its agents, representatives, or designees, either verbally or in writing, will be considered "Additional Services". If Client, its agents, representatives, or designees request any Additional Services, GeoTek may issue Client a Change Order for Additional Services ("Change Order") confirming Client's authorization to proceed with such Additional Services. If GeoTek issues Client a Change Order, Client must notify GeoTek of any disagreements with or amendments to any of the terms of the Change Order within twenty-four hours of receipt. Client's failure to provide GeoTek with such timely notice will constitute acceptance of the terms of the Change Order and Client will be responsible for all additional charges, costs, fees and expenses incurred by GeoTek for such Additional Services. Fax transmissions and email are acceptable modes of confirmation. The Terms and Conditions of this Agreement and most recent fee schedule will apply to all Additional Services regardless of whether GeoTek issues a Change Order or not.

**5) RIGHT OF ENTRY.**

a) Client hereby grants GeoTek the right of entry to the job site to permit GeoTek to perform the work under this Agreement. Client warrants that it has the authority to grant such right of entry.

b) Client acknowledges that excavations or destructive testing may be required to perform portions of the Services. Excavations will be backfilled in a prudent manner but cannot be returned to the previous condition. Damage to landscaping or natural vegetation may result. Client will indemnify and hold GeoTek harmless from any and all damages to persons or property caused by or to GeoTek or third parties as a result of the Services.

**6) PERFORMANCE.**

a) Governmental rules and regulations are subject to interpretations. GeoTek will prepare all reports with a view toward complying with governmental rules and regulations, but no guarantee is given that any or all reports will be approved by the applicable governmental agency.

b) GeoTek is relying entirely on plans and maps given to GeoTek by the Client or Client's agents, representatives or designees. Client will indemnify and hold GeoTek harmless from any and all damages to person or property caused by or to GeoTek or third parties resulting from undisclosed underground conditions or errors or inaccuracy of plans, maps or any other information provided by the Client or Client's agents, representatives or designees to GeoTek.

c) GeoTek will not be responsible for delays or its failure to perform as a result of inclement weather, accidents, acts of God, public insurrection, war, labor difficulties, riots, interference by governmental agencies, or any other act reasonably beyond GeoTek's control.

d) Client will disclose in writing to GeoTek any and all known or suspected hazardous or toxic conditions or materials present at the job site and will indemnify, defend and hold GeoTek harmless from and against any and all liability, costs, attorneys or expert fees or damage to person or property arising from hazardous or toxic conditions or materials present at the job site.

**7) HAZARDOUS MATERIALS.** GeoTek is not a generator, transporter and does not store or dispose of hazardous waste or non hazardous waste. Client will be responsible for the proper management, storage and disposal of hazardous waste or non hazardous waste present on the site and that may be encountered whether or not identified during GeoTek's evaluation.

**8) PROFESSIONAL OPINION.** GeoTek's professional services will be performed, findings obtained, and recommendations prepared in accordance with generally accepted engineering practices in effect at the time and place the services are performed. The professional opinions of GeoTek will be based upon conditions revealed at exploration locations and reconnaissance of surrounding terrain or through research efforts. The services on any given site are limited. It is agreed that GeoTek is not responsible for the affect that unknowns such as acts of others on adjacent properties, variables of nature including, but not limited to, earthquakes, the works of man, Acts of God, and other variables beyond the control of GeoTek may have on any opinion rendered hereunder. No opinions of any kind are given by GeoTek except those expressly stated in GeoTek's written reports. GeoTek does not warrant (either expressed or implied) or guarantee any of its recommendations, opinions or Services.

**9) INSURANCE.** GeoTek maintains worker's compensation and public liability insurance policies for bodily injury and property damage. Certificates of insurance will be furnished upon request. With regard to property claims, GeoTek will not be responsible for damage beyond those amounts paid under the policies. GeoTek will not be responsible for any consequential, lost profits, business interruption, or other damages claimed by Client. Requests for waivers of subrogation or other endorsements are subject to a 5% fee surcharge.

**10) INDEMNIFICATION and LIMITATION OF LIABILITY.**

a) GeoTek agrees, subject to the limitations herein, to indemnify and hold harmless Client from and against damages, liability and reasonable costs arising from the negligent acts of GeoTek in the performance of its Services under this Agreement, but only to the extent that a court of competent jurisdiction determines GeoTek is responsible for such damages, liability and reasonable costs on a comparative fault basis. Notwithstanding the foregoing agreement to indemnify Client, the parties expressly agree that GeoTek has no duty to defend Client from or against any claims, damages, liabilities, judgments, demands, causes of action, costs, expenses, or proceedings of any kind. GeoTek will not be obligated to indemnify Client for Client's own negligence or the negligence of others.

b) Client agrees, subject to limitations herein, to indemnify and hold harmless GeoTek from and against damages, liability, and reasonable costs arising from the negligent acts of Client related to any work performed under this Agreement, but only to the extent that a court of competent jurisdiction determines the Client is responsible for such damages, liability, and reasonable costs on a comparative fault basis. Notwithstanding the foregoing agreement to indemnify GeoTek, the parties expressly agree that the Client has no duty to defend GeoTek from or against any claims, damages, liabilities, judgments, demands, causes of action, costs, expenses, or proceedings of any kind. Client will not be obligated to indemnify GeoTek for GeoTek's own negligence or the negligence of others.

c) Client acknowledges that it is aware of the risks involved in construction, limitations inherent to the contract Services, and variations that can exist from the conditions identified. Client agrees to limit any liability, claim for damages to person or property, attorneys fees, expert fees or other costs of defense, or expenses (collectively "Claims") to be levied against GeoTek arising out of or relating to any design defect, error, omission, professional negligence or other promise of GeoTek (collectively "Liabilities") to the amount of GeoTek's fees paid under the Agreement. This limitation will apply regardless of the cause of action or legal theory pled or asserted. The fee charged Client for the Services to be rendered pursuant to this Agreement has been established with regard to the legal effect of this Limitation of Liability section. Increased limits of liability can be negotiated for an increased fee.

d) Except for work performed or provided by those subcontractors or subconsultants retained directly by GeoTek for whom GeoTek is legally liable, GeoTek assumes no responsibility or liability for work, testing, design(s) or recommendations performed or provided by others including, without limitation, other contractors, subcontractors, or consultants of any tier.

e) The parties understand and agree that Client's sole and exclusive claim, demand, suit, judgment and/or remedy for any claims arising from or in any way related to the performance of the Services provided under this Agreement will be directed and/or asserted only against GeoTek and not against any of GeoTek's shareholders, engineers, employees, officers, or directors.

f) Notwithstanding any other provision of this Agreement, neither the Client nor GeoTek, their respective officers, directors, partners, employees, contractors or subconsultants will be liable to the other or will make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages will include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation and any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the Client and GeoTek will require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

**11) DISPUTE RESOLUTION.** In an effort to resolve any conflicts that arise during the design and construction of the project or following the completion of the project the Client and GeoTek agree that all disputes between them arising out of or relating to this Agreement or the project will be submitted to non binding mediation unless the parties mutually agree otherwise.

**12) JOBSITE SAFETY.** Neither the professional activities of GeoTek nor the presence of GeoTek or its employees and subconsultants at a construction/project site, will relieve the General Contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the Work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. GeoTek and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client agrees that the General Contractor will be solely responsible for Jobsite safety, and warrants that this intent will be carried out in the Client's contract with the General Contractor. The Client also agrees that the Client, GeoTek and GeoTek's subconsultants will be indemnified by the General Contractor and will be made additionally insured under the General Contractor's policies of general liability insurance.

**13) OWNERSHIP OF INSTRUMENTS OF SERVICE.** All reports, drawings, specifications, computer files, field data, notes and other documents and instruments prepared by GeoTek as instruments of service will remain the property of GeoTek. GeoTek will retain all common law, statutory and other reserved rights, thereto. All documents prepared by GeoTek under this Agreement for a particular project are not intended and not represented to be suitable for reuse by Client or others on any other project. Any such reuse without written authorization from GeoTek will be without liability to GeoTek and Client agrees to indemnify, defend, and hold harmless GeoTek from and against any and all losses, claims, damages and expenses (including attorney's fees) arising out of or resulting therefrom.

**14) FORCE MAJEURE.** Force Majeure as used in this Article will mean an act of God, strike, lockout, or other industrial disturbance, act of public enemy, war, blockage, public riot, lightning, fire, flood, explosion, earthquake, failure to timely receive necessary governmental approvals government restraint, unavailability of equipment, and any other cause, whether of the kind specifically enumerated above or otherwise, other than financial liability, which is not reasonably within the control of the party claiming suspension. If either party is rendered unable, wholly or in part, by Force Majeure to carry out their obligations under this Agreement, other than the obligation to make money payments, such party will give to the other party prompt written notice of the Force Majeure with reasonably full particulars concerning it; thereupon, the obligations of the party giving notice, so far as they were affected by the Force Majeure, will be suspended during, but no longer than, the continuance of the Force Majeure. The affected party will use all possible diligence to remove the Force Majeure as quickly as possible.

**15) TERMINATION.**

a) In the event of termination of this Agreement by either party for any reason, the Client will within fifteen (15) calendar days of termination pay GeoTek for all Services rendered and all reimbursable costs incurred by GeoTek up to the date of termination, in accordance with the payment provisions of this Agreement.

b) The Client may terminate this Agreement for the Client's convenience and without cause upon giving GeoTek not less than seven (7) calendar days written notice.

c) Either party may terminate this Agreement for cause upon giving the other party not less than seven (7) calendar days written notice for any of the following reasons:

- i.) Failure by the other party to materially perform in accordance with the terms of this Agreement and through no fault of the terminating party;
- ii.) Assignment of this Agreement or transfer of the Project by either party to any other entity without the prior written consent of the other party;
- iii.) Material changes in the conditions under which this Agreement was entered into, the scope of Services or the nature of the Project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

d) In the event of any termination that is not the fault of GeoTek, Client will pay GeoTek, in addition to payment for services rendered and reimbursable costs incurred, for all expenses reasonably incurred by GeoTek in connection with the orderly termination of this Agreement, including without limitation, demobilization, reassignment of personnel, overhead costs and all other expenses directly resulting from the termination.

**16) SUSPENSION OF SERVICES.**

a) If the Project or GeoTek's Services are suspended by the Client for more than thirty (30) calendar days, consecutive or in the aggregate, over the term of this Agreement, GeoTek will be compensated for all Services performed and reimbursable expenses incurred prior to the receipt of notice of suspension. In addition, upon resumption of Services, the Client will compensate GeoTek for expenses incurred as a result of the suspension and resumption of its Services, and GeoTek's schedule and fees for the remainder of the Project will be equitably adjusted.

b) If GeoTek's Services are suspended for more than ninety (90) days, consecutive or in the aggregate, GeoTek may terminate this Agreement upon giving not less than five (5) calendar days written notice to the Client.

c) If the Client is in breach of the payment terms or otherwise is in breach of this Agreement, GeoTek may, at its sole discretion, suspend performance of services and/or withhold any and all reports and work product. In the event GeoTek suspends performance and/or withholds reports and work product pursuant to this provision, GeoTek will not be in default of this Agreement and GeoTek will have no liability to the Client. Client agrees to make no claim against GeoTek for any delay or damage as a result of such suspension and/or withholding of reports and work product and agrees to defend and indemnify GeoTek from and against any and all claims for damages including, without limitation, claims for delay, lost profit, business interruption, consequential or any other damages resulting from the suspension of services and/or withholding of any report and work product. Upon receipt of payment in full of all outstanding sums due from the Client, or curing of such other breach which caused GeoTek to suspend Services and/or withhold reports and work product, GeoTek will resume Services and/or provide Client with the applicable reports and work product and there will be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

**17) MISCELLANEOUS.**

a) All terms of this Agreement will be governed by and construed under the law of the State in which the Services are provided. Diversity of the parties will not determine jurisdiction.

b) No provision of this Agreement will be interpreted for or against any party because that party or its legal representative drafted the provision.

c) In the event that legal action is taken to enforce the terms of this agreement or resolve a dispute the prevailing party will be entitled to reasonable attorney's fees and costs incurred.

d) Failure by a party to exercise any right, remedy, or option in this Agreement or delay by a party in exercising the same will not operate as a waiver. No waiver will be effective unless it is in writing.

e) Every provision of this Agreement is intended to be severable. If any term or provision hereof is declared by a court of competent jurisdiction to be illegal, invalid or unenforceable for any reason whatsoever, such illegality, invalidity or unenforceability will not affect the balance of the terms and provisions hereof, which terms and provisions will remain in full force and effect.

f) This Agreement may be executed at different times and in multiple counterparts, including, without limitation, facsimile counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

g) Client may not assign its rights or obligations under this Agreement without the express written consent of GeoTek. GeoTek may assign its rights and obligations under this Agreement to any of its affiliate companies without Client's consent upon written notice to Client. In the event of such an assignment, the assignee will assume the obligations of GeoTek under this Agreement as though such assignee had been an original party to this Agreement.

**18) AMENDMENTS.** Except as specifically provided herein, no addition(s) to or modification(s) of this Agreement will be binding on either party unless made in writing and executed and initialed by GeoTek and Client.

**By Signing below, the parties accept the services outlined in the proposal, the rates indicated on any attached fee schedule, and all the terms and conditions contained within each page of this Agreement, including but not limited to attachments and exhibits.**

CLIENT'S Authorized Signature of Acceptance:

By: \_\_\_\_\_  
 Signature  
 \_\_\_\_\_  
 Printed Name  
 Title: \_\_\_\_\_

CONSULTANT Authorized Signature of Acceptance:

By: \_\_\_\_\_  
 Signature  
 \_\_\_\_\_  
 Ed LaMont, CEG  
 Printed Name  
 Title: \_\_\_\_\_  
 Branch Manager P-0300325-CR



**GeoTek, Inc.**  
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## Riverside 2024 Master fee Schedule (Non-Prevailing Wage Project)

### GEOTECHNICAL, SPECIAL INSPECTION AND CONSTRUCTION MATERIALS TESTING SERVICES

#### PERSONNEL RATES

##### Professional and Project Management

Staff Type	Unit Rate	Unit
Principal Engineer/Geologist	\$ 246.00	Hour
Geotechnical Engineer	\$ 213.00	Hour
Project Engineer/Geologist	\$ 179.00	Hour
Staff Engineer/Geologist	\$ 167.00	Hour
Field Engineer/Geologist	\$ 140.00	Hour
Field Supervisor	\$ 130.00	Hour
Project Administration/Drafting	\$ 82.00	Hour

##### Inspectors and Technicians

Staff Type	Unit Rate	Unit
Lead Inspector	\$ 107.00	Hour
Certified Welding Inspector(AWS/CWI)	\$ 118.00	Hour
Soils Technician	\$ 94.00	Hour
ICC Certified Inspector(RC, PC, RM, SS, FP)	\$ 94.00	Hour
ACI Technician	\$ 94.00	Hour
Proof Load Testing	\$ 167.00	Hour
Floor Flatness Technician	Quote Upon Request	
Ground Penetrating Radar: One Man Crew	\$ 267.00	Hour
Ground Penetrating Radar: Two Man Crew	\$ 361.00	Hour
Non-Destructive Testing (ASNT): Level III Review	\$ 267.00	Hour
Magnetic Particle Testing Level II	\$ 178.00	Hour
Ultrasonic Testing Level II	\$ 178.00	Hour
Radiographic Inspection	Quote Upon Request	
Coring: Coring Machine Operator with equipment	\$ 167.00	Hour
Coring: Helper (Add Per Hour)	\$ 94.00	Hour
Wood Fabrication Inspection	\$ 147.00	Hour
Nailing Inspection	\$ 118.00	Hour
Roofing Inspection	\$ 118.00	Hour
Laboratory Technician	Quote Upon Request	Hour
Sample Pick-up Driver (If not done on a per trip basis)	\$ 94.00	Hour

#### ENVIRONMENTAL AND GEOTECHNICAL INVESTIGATIONS

Description	Unit Rate	Unit
Phase 1 and Phase 2 Reports	Quote Upon Request	
Geotechnical Investigation Report	Quote Upon Request	
Percolation or Infiltration Testing	Quote Upon Request	

#### LABORATORY TESTS

##### Soils and Asphalt

Description	Unit Rate	Unit
Asphalt Content by Ignition	\$ 405.00	Each
Burn-Off Method CT 382/ASTM D6307	\$ 399.00	Each
Bitumen Content (extraction), ASTM D2172	\$ 266.00	Each
Bitumen Content CT 310/Cal 382 Ignition Furnace	\$ 200.00	Each
Gradation of Extracted Sample, ASTM C 136/CT 202	\$ 405.00	Each
Maximum Specific Gravity, (Marshall) ASTM D2041	\$ 399.00	Each
Collapse/Swell ASTM D4546	\$ 127.00	Each
Compaction, Modified Proctor ASTM D1557	\$ 260.00	Each
Compaction, Modified Proctor ASTM D698	\$ 260.00	Each
Hveem Maximum Density, CT 304/308	\$ 466.00	Each
Consolidation ASTM D2435, D4546	\$ 300.00	Each
Corrosivity Suite D4972, G57, D4327, D46589M	\$ 270.00	Each
Direct Shear, Consolidated-Drained ASTM D3080	\$ 320.00	Each
Direct Shear, Residual ASTM D6467 Mod	\$ 320.00	Each
Expansion Index Test UBC 29-2/ASTM D4829	\$ 202.00	Each
Liquid Limit, Plastic Limit and P.I. ASTM D4318	\$ 200.00	Each
Particle Size Analysis of Soil #4 to Fines ASTM D422	\$ 380.00	Each
Specific Gravity of Soil, ASTM D854	\$ 229.00	Each
Percent Finer than #200 Sieve ASTM D1140	\$ 159.00	Each
Permeability of Granular Soils ASTM D2434	\$ 232.00	Each

##### Soils and Asphalt Continued

Description	Unit Rate	Unit
Permeability, Flexible Wall, Cohesive Soil ASTM D5084	\$ 666.00	Each
"R" Value ASTM D2844/CT 301	\$ 439.00	Each
Resistivity of Soil ASTM G57 and pH ASTM D4972	\$ 173.00	Each
Sand Equivalent ASTM D2419/CT 217	\$ 153.00	Each
Sieve Analysis of Extracted Aggregate ASTM D5444	\$ 100.00	Each
Sieve Analysis, 3" to #200 Gradation ASTM C117	\$ 202.00	Each
Sieve Analysis Minus #200 by Wash ASTM D1140/C117	\$ 100.00	Each
Soil Classification, ASTM D 2487	\$ 373.00	Each
Soil Moisture/Density In Situ Sample ASTM D1587/D2937	\$ 40.00	Each
Water Soluble Sulfate	\$ 79.00	Each
Organic Content, ASTM D 2974	\$ 60.00	Each

##### Concrete and Aggregate Tests

Description	Unit Rate	Unit
Specific Gravity & Absorption Coarse Agg. ASTM C127	\$ 100.00	Each
Specific Gravity & Absorption Fine Agg. ASTM C128	\$ 100.00	Each
Trial Batches ASTM C192		Each
Durability Index Coarse & Fine Aggregate ASTM D3744	\$ 159.00	Each
Lightweight Concrete Unit Weight ASTM C495	\$ 47.00	Each
Modulus of Elasticity of Concrete ASTM C469	\$ 267.00	Each
Sieve Analysis, Coarse Aggregate ASTM C136/CT 202	\$ 132.00	Each
Sieve Analysis, Fine Agg #4 to #200 ASTM C117/C136	\$ 202.00	Each
Specific Gravity & Absorption Coarse Agg. ASTM C127	\$ 100.00	Each
Specific Gravity & Absorption Fine Agg. ASTM C128	\$ 100.00	Each
Splitting Tensile/Concrete Cylinder ASTM C496	\$ 68.00	Each
L.A. Rattler, ASTM C131 or C535/Cal 211	\$ 399.00	Each
Sulfate Soundness (per sieve), ASTM C88	\$ 719.00	Each
Unit Weight of Aggregates, ASTM C29	\$ 159.00	Each
Cleaness Value, CT 227	\$ 159.00	Each
Moisture Content of Aggregate ASTM C29	\$ 100.00	Each
Concrete		
Shrinkage, set of 3, ASTM C157, CT 530	\$ 534.00	Each
Compression 4x8 Cylinders ASTM C39	\$ 40.00	Each
Compression, 6x12 Cylinders, ASTM C39	\$ 40.00	Each
Compression, 3x6 Cylinders Lightweight ASTM C495	\$ 60.00	Each
Compression, 2X2 Cubes, each age, ASTM C109	\$ 40.00	Each
Concrete Core Compression ASTM C42	\$ 95.00	Each
Split Per-diem, Including Lodging (Beyond 100-Mile Radius)	\$ 100.00	Each
Unit Weight of Concrete Cylinders, ASTM C567	\$ 60.00	Each
Unit Weight of Lightweight ASTM C495	\$ 74.00	Each
Flexural Strength of Concrete, ASTM C78 or C495	\$ 100.00	Each
Shotcrete Panel Core Compression Test, ASTM C42	\$ 147.00	Each
Emission of Moisture through Concrete	\$ 132.00	Each

##### Masonry Tests

Description	Unit Rate	Unit
Brick Absorption ASTM C67	\$ 33.00	Each
Brick Compression ASTM C67	\$ 68.00	Each
Dimensional Measurement-Masonry Units ASTM C140	\$ 100.00	Each
Masonry Unit Compression Gross Area ASTM C140	\$ 147.00	Each
Masonry Unit Compression Net Area ASTM C140	\$ 114.00	Each
Absorption & Moisture of Block ASTM C140	\$ 33.00	Each
Compression, Grout Prisms, ASTM C39	\$ 40.00	Each
Compression, Mortar Cylinders, ASTM C39	\$ 40.00	Each
Compression, Composite Prisms, ASTM E447	\$ 147.00	Each
Compression, Masonry Core, ASTM C140	\$ 100.00	Each
Shear, Masonry Core, CCR Title 24	\$ 132.00	Each
Epoxy Grout 2x2x2 Cube Compression ASTM C579	\$ 40.00	Each
Masonry Composite Prism Compression ASTM C1314	\$ 213.00	Each
Grout Prism - Compression Test ASTM C1019	\$ 40.00	Each



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#### **Reinforcing Steel Tests**

Description	Unit Rate	Unit
Bend Test of Rebar #11 ASTM A370	\$ 132.00	Each
Bend Test of Rebar #14 ASTM A370	\$ 227.00	Each
Bend Test of Rebar #3 - #10 ASTM A370	\$ 107.00	Each
Tensile #11 Rebar ASTM A370	\$ 107.00	Each
Tensile #14 Rebar ASTM A370	\$ 267.00	Each
Tensile Test #3 - #10 ASTM A370	\$ 100.00	Each

#### **Prestressing Steel Tests**

Description	Unit Rate	Unit
Yield Strength, Breaking Strength, Elongation (add \$ 50.00 per test; for Modulus of Elasticity)	\$ 399.00	Each

#### **Structural Steel Tests**

Description	Unit Rate	Unit
High Strength Bolts/Nuts/Washer Compliance Test ASTM	\$ 200.00	Each
Mild Steel Not Over 1" Thick		Each
Tensile Strength, ASTM A370 (test only)	\$ 200.00	Each
Anchor Bolts, A 505	\$ 279.00	Each
Tensile Strength	\$ 267.00	Each
Bolts Proof Load or Ultimate	\$ 167.00	Each
Hardness (Rockwell)	\$ 68.00	Each

#### **Fireproofing Tests**

Description	Unit Rate	Unit
Fireproofing Adhesion / Cohesion Test Kit ASTM E736	\$ 68.00	Each
Fireproofing Density Test ASTM E605	\$ 60.00	Each

#### **Miscellaneous**

Description	Unit Rate	Unit
Concrete Mix Design Review	\$ 246.00	Each
Weld Procedure Review	\$ 267.00	Each
QA/QC Plan Written Procedures	Quote Upon Request	
Administrative/Clerical Services	\$ 82.00	Each

#### **BASIS OF CHARGES**

Description	Unit Rate	Unit
Work from 0-4 hours	4-Hour Minimum Billing	
Work from 4-8 hours	8-Hour Minimum Billing	
Project Management as Project Engineer/Geologist	1- Hour Minimum weekly	
Work over 8 hours per day, or on Saturdays	Time and One-Half	
Work over 12 hours per day	Double Time	
Work on Sundays/Holidays	Double Time	
Show-Up Time	2-Hour Minimum Billing	
Laboratory Testing - Rush Fee	Add 50% to Testing Cost	
Outside Services/Reimbursables	Cost + 20%	
Shipping Charges	Cost + 20%	
Parking/Tolls	At Cost	
Certified Payroll Compliance	\$150 per month	
Deputy Inspectors (If applicable)	\$ -	
Travel Time (Beyond 60-Mile Radius of Project Site)	\$ 94.00	
Per-diem, Including Lodging (Beyond 100-Mile Radius)	Quote Upon Request	

*GeoTek reserves the right to increase fees on a yearly basis*



March 7, 2025

Drew Krumwiede  
Architerra Design Group  
10221-A Trademark Street  
Rancho Cucamonga, CA 91730  
Email: [akrumwiede@architerraesigngroup.com](mailto:akrumwiede@architerraesigngroup.com)

**RE: 2024-RFP-26 Park and Trailhead Engineering and Design (City of Palm Desert)**

Dear Mr. Krumwiede:

ECORP Consulting, Inc. (ECORP) is pleased to provide Architerra Design Group (Client) with this proposal for environmental services in support of a project to design and provide construction support for multiple parks and trailheads within the City of Palm Desert (City). The City's many parks and trails are used by residents and visitors for recreation, sight-seeing, and the enjoyment of nature. Providing opportunity for high-quality outdoor experiences is a priority for the City, and several park and trailhead facilities have been identified for improvements. Two of the parks will need environmental services by an outside consultant – Homme-Adams Park (trailhead) and Randall Henderson Trailhead, both of which are located on the perimeter of the City limits near extensive natural areas.

## **1.0 PROJECT UNDERSTANDING**

The City of Palm Desert (City) proposes the development of several parks, including Homme-Adams and Randall Henderson Trailhead, for the purpose of allowing the general public better accommodation during recreational activities. Both parks are located adjacent to the foothills surrounding Palm Desert and consist of largely undeveloped lands with some parking and natural trail areas being the primary features. Homme-Adams Park, located on 27 acres generally on Thrush Road, serves as trailhead for the Cahuilla Hills Trail System. The Randall Henderson Trailhead is directly adjacent to lands of the Bureau of Land Management Santa Rosa Hills and provides access to a large network of trails. We have assumed a total of 25 acres to survey for the design for this facility.

All seven of the Projects would be subject to the California Environmental Quality Act (CEQA), but most of them are expected to only require a Categorical Exemption, which would be conducted by the City. The appropriate environmental document for both Homme-Adams Park and Randall Henderson Trailhead is likely to be an Initial Study/Mitigated Negative Declaration (IS/MND) with supporting technical studies. ECORP's scope of work, cost, and schedule for these services are provided below in accordance with the typical process and measures stipulated within the RFP for the Project (2024-RFP-26), information provided at the pre-bid meeting for the Project and subsequent addenda. To the RFP.

## 2.0 COMPANY PROFILES

### ECORP Consulting, Inc.

Established in 1987, ECORP Consulting, Inc. (ECORP) is a California "S" Corporation that specializes in assisting government agencies and private clients with a wide range of environmental services. ECORP is a financially sound firm with five offices (Redlands, Santa Ana, Rocklin, San Diego, and Chico) serving clients throughout California. ECORP provides support over the life of a project, from initial baseline studies; to environmental planning, documentation, and review; permit negotiation, liaison with resource agencies, and mitigation design; and through to construction monitoring and compliance reporting. ECORP brings an experienced team of more than 120 CEQA and NEPA specialists, terrestrial and aquatic biologists, wetlands specialists, paleontologists, archaeologists/cultural resource specialists, air quality/greenhouse gas specialists, noise analysis specialists, geographic information systems (GIS) specialists, and unmanned aerial systems (UAS) pilots. ECORP's parks experience includes as-needed environmental services contracts with California Department of Parks and Recreation as well as individual parks projects for numerous counties and cities throughout southern California.

Our Coachella Valley experience includes:

- **As-needed environmental services contracts with the Coachella Valley Water District**
- **As-needed environmental services contracts with Caltrans District 8**
- **Individual project contracts with the Coachella Valley Association of Governments (including biological resources monitoring for the construction of the CV Link Project and CEQA and NEPA documentation for several bike lane projects)**
- **Project contracts with Riverside County, and the cities of La Quinta, Indio, Desert Hot Springs and Indian Wells.**

### KOA Corporation

Founded in 1987, KOA Corporation (KOA) is a leading provider in professional services in transportation engineering, mobility planning, and construction management for public agencies and private sector clients. We offer our clients technical knowledge, innovative solutions, and responsive services. Our focus on safety for all travelers is the foundation of our professional practice. KOA engineers, planners, construction field specialists, and project managers all take pride in our well-established reputation as Transportation Safety Experts. The hallmark of our success is our dedication to each and every project and our desire to leave a legacy of extraordinary contribution to our communities. Our staff includes registered civil and traffic professional engineers, certified transportation planners, certified road safety professionals, project/construction managers, and construction inspectors. With four offices located in Southern California, KOA provides professional consulting services for some of the largest public-works and planning projects for all modes of transportation throughout California.

In December 2022, KOA joined Lochner, a national transportation infrastructure firm headquartered in Chicago, Illinois, providing planning, environmental, design, construction engineering and inspection, and



right-of-way services for surface transportation, rail, transit, and aviation clients. Together, we have more resources and capabilities for delivering innovative solutions and enhancing the quality of life in the communities we serve. Representative Projects are below:

- **LOS and VMT Transportation Impact Study for Needles General Plan**
- **Traffic Impact Study for Sixth Street Beautification Project, City of Corona**
- **Wildcat Energy Farms Battery Energy Storage System Level-of-Service Study, Brawley**

## SCOPE OF SERVICES

Below is our detailed scope of services for the two projects mentioned above, broken out by specific park, although the services for each endeavor will be similar

## Hommes Adams Trailhead

### Task 1 – CEQA Initial Study/Mitigated Negative Declaration

#### Task 1A – Administrative Draft IS/MND

An IS/MND will be prepared using the approved checklist format from the City of Palm Desert or Appendix G of the current CEQA Guidelines. ECORP will prepare a brief description of the environmental setting; an identification of environmental effects using the above-referenced checklist format, a brief substantiation of the checklist entries, and a list of references and preparers. A land use and planning consistency analysis will be conducted by ECORP as part of the IS/MND. ECORP will also analyze potential utility and service system impacts of the proposed project. Record/database searches for hazards/hazardous materials will also be conducted. ECORP will provide mitigation measures (if required) that can be developed using existing data.

#### *Task 1A Assumptions:*

- ◆ We have assumed we will receive copies of any previously prepared technical reports, plans, and other Project information from the City, including electronic versions, to the extent possible.
- ◆ According to the RFP, federal funding may be utilized based on the availability and successful application for grant programs. If federal funding is obtained for the Project, compliance with the National Environmental Policy Act (NEPA) would be required. If these services are requested by the City, ECORP would provide a contract change order.

#### *Task 1A Deliverables:*

- ◆ An electronic copy of the Administrative Draft IS/MND will be submitted to the City via email for review and comment

### **Task 1B – Prepare and Distribute Draft IS/MND and Notices**

After receipt of one (1) set of integrated comments on the Administrative Draft IS/MND from the City, we will revise the IS/MND accordingly. ECORP will provide five (5) bound copies and one (1) electronic copy of the environmental document to the City for internal use. ECORP will mail twenty (20) hard copies of the Notice of Intent (NOI) document to addressees on the mailing list, which will include the City website where the environmental documentation and notices for the Project can be viewed online. ECORP will electronically file the environmental document and corresponding notices with the State Clearinghouse and provide an electronic copy to the City for their website. We have assumed that the City and ECORP will work together to assemble the mailing list. ECORP will prepare the following notices as required by CEQA:

- ◆ Notice of Intent (NOI) to Adopt a Mitigated Negative Declaration
- ◆ Notice of Completion (State Clearinghouse Cover)
- ◆ Environmental Summary Form (for the State Clearinghouse)

ECORP will prepare, publish, file, and distribute a Notice of Intent (NOI) to Adopt a Mitigated Negative Declaration. One copy of each of these notices will be filed with the Los Angeles County Clerk and the State Clearinghouse. ECORP will also distribute the NOI to responsible and trustee agencies as well as other interested parties. One electronic copy of each notice will be provided to the City. The NOI is required by CEQA to be either posted on-site, mailed to the surrounding property owners, or published in a newspaper of general circulation. For costing purposes, it has been assumed that ECORP will arrange for the NOI to be published in a newspaper of general circulation. Newspaper fees are included in the cost estimate.

#### ***Task 1B Deliverables:***

- ◆ Five (5) bound copies and one (1) electronic copy of the Draft IS/MND for City use
- ◆ Twenty (20) hard copies of the Notice of Intent (NOI) document
- ◆ Notice of Intent, Notice of Completion, and Environmental Summary Form
- ◆ Newspaper ad for NOI
- ◆ Additional copies will be billed on a time-and-materials basis

### **Task 1C – Final IS/MND, MMRP, and Notice of Determination**

The Lead Agency (City) must consider any comments received on the MND when making a decision on the Project. For costing, we have assumed that ten (10) comment letters containing three (3) comments each will be received (or a total of 30 comments). ECORP will collate all public comments and comment letters regarding the Initial Study and prepare written responses to comments for City review. It is assumed that City staff will receive all comments and will forward to ECORP as soon as possible after receipt.

The Final IS/MND will include responses to comments received on the Draft IS/MND, any changes to the Draft IS/MND, and the Mitigation Monitoring and Reporting Program (MMRP, if required) prepared in accordance with CEQA Guidelines Section 15097. ECORP will prepare the MMRP in table format, with

input from the City. An Administrative Final IS/MND and MMRP will be prepared, and after review by the City, the Final IS/MND and MMRP will be provided.

ECORP will prepare a Notice of Determination (NOD) as required by CEQA. A copy of the NOD will be filed with the Riverside County Clerk and the State Clearinghouse, as appropriate, within five business days of adoption of the IS/MND. An electronic copy of the NOD will be provided to the City. It has been assumed that the City will pay any fees associated with the NOD. The CDFW filing fee for an MND is \$2,968.75. The County Clerk filing fee is \$50. These fees are not included in the Cost Estimate.

***Task 1C Deliverables:***

- ◆ Electronic submittal of the Administrative Final IS/MND and MMRP
- ◆ Five (5) bound copies and one (1) electronic copy of the Final IS/MND and MMRP
- ◆ Notice of Determination

**Task 2 – Technical Studies**

**Task 2A – Air Quality and Greenhouse Gas Emissions Assessment**

The assessment of air quality and greenhouse gas (GHG) emissions will quantify short-term and long-term emissions generated by the proposed improvements associated with the Homme-Adams Park and Randell Henderson Trailhead. ECORP will employ the most up-to-date version of the California Emissions Estimator Model (CalEEMod). CalEEMod is a statewide land use emissions computer model designed to quantify pollutant emissions associated with construction and operations from a variety of land use projects. To the extent available, construction-related emissions modeling will be based on Project-specific information provided by the Project proponent (e.g., construction schedules, activities, and equipment to be used). Project criteria air pollutant emissions will be compared to the thresholds of significance promulgated by the South Coast Air Quality Management District (SCAQMD), including SCAQMD's recommended Localized Significance Thresholds (LSTs). LSTs were developed in response to SCAQMD Governing Boards' Environmental Justice Enhancement Initiative (I-4). Additional CEQA Guidelines Appendix G thresholds will also be evaluated, including the potential for the Proposed Project to expose sensitive receptors to substantial pollutant concentrations, to cause objectionable odors, or to impede attainment of the current SCAQMD Air Quality Management Plan. Project GHG emissions will be assessed against the SCAQMD numeric bright-line threshold of 3,000 metric tons of CO<sub>2</sub>e annually.

ECORP proposes to evaluate potential air quality and GHG-related impacts in a technical report. Where appropriate, the analysis would be supported by modeling documentation, which would be included as an appendix to the technical report. ECORP will complete the Air Quality and Greenhouse Gas Emissions Assessment within 3 to 6 weeks of receiving a notice-to-proceed and all needed documentation, such as a project description, site plan, and traffic study if prepared.

**Task 2A Deliverables:**

- ◆ One (1) electronic version of the Air Quality and Greenhouse Gas Emissions Assessment Technical Report.

**Task 2B – Energy Consumption Assessment**

ECORP proposes to analyze Project energy consumption in a technical report where potential impacts related to Project energy consumption will be assessed against the Office of Planning and Research's proposed standards of significance: i.e., whether the Project result in the wasteful, inefficient, or unnecessary consumption of energy, or wasteful use of energy resources; and, whether the Project would conflict with an applicable plan for renewable energy or energy efficiency. There are no established thresholds of significance, statewide or locally, for what constitutes a wasteful, inefficient, and unnecessary consumption of energy for proposed park/trailhead improvements. Therefore, for the purposes of this analysis, the amount of energy necessary for Project construction and post-construction operations will be quantified and compared to that consumed in Riverside County as a whole. Where appropriate, the analysis would be supported by modeling documentation, which would be included as an appendix to the report. ECORP will complete the Energy Consumption Assessment within 3 to 6 weeks of receiving a notice-to-proceed and all needed documentation, such as a project description, site plan, and traffic study if prepared.

**Task 2B Deliverables:**

- ◆ One (1) electronic version of the Energy Consumption Assessment Technical Report.

**Task 2C – Noise Impact Analysis**

The evaluation of noise impacts associated with the Project will be completed by staff members who are noise experts. The applicable noise and land use compatibility criteria for the Project Area will be discussed as they will be the basis for the Project impact determination and whether mitigation is necessary. Since the Project is proposing improvements to existing recreational facilities and post-construction operations would not result in a wholly new land use, an onsite baseline noise survey is not proposed. Instead, the American National Standards Institute (ANSI) Standard "Quantities and Procedures for Description and Measurement of Environmental Sound – Part 3", which provides a table of approximate background sound levels based on land use and population density, will be referenced in order to provide a representative characterization of the existing ambient noise environment. Additionally, Figure 7.1 of the City General Plan Noise Chapter, which identifies traffic noise contours throughout the City, will be referenced. The combination of the ANSI Standard reference and City General Plan will provide a representative characterization of the existing ambient noise environment.

Construction would occur during implementation of the Proposed Project. Noise levels from construction sources will be analyzed using the Federal Highway Administration Roadway

Construction Noise Model, based on the anticipated equipment to be used. In order to evaluate the potential health-related effects (physical damage to the ear) from construction noise, construction noise will be evaluated in terms of hourly equivalent continuous noise levels ( $L_{eq}$ ) and the frequency of occurrence at nearby land uses of each of the Project sites. In addition to construction noise, an analysis of vibration impacts will be prepared based on the California Department of Transportation's vibration analysis guidance.

The evaluation of the Project's contribution to noise increases over existing conditions will be addressed. Project implementation would result in additional non-transportation noise sources. Project onsite noise is anticipated to largely be the same as generated under existing conditions. The analysis of onsite noise will quantify predicted noise levels using standard equations and calculation protocols. Another source of noise associated with the Project would be offsite automobile traffic. According to the 2020 Caltrans Technical Noise Supplement to the Traffic Noise Analysis Protocol, doubling of traffic on a roadway is required in order to increase noise to a perceptible level for humans. In the case that traffic is predicted to double the amount of existing traffic on vicinity roadways, offsite mobile source noise from vehicular traffic will be quantified using the U.S. Federal Highway Traffic Noise Prediction Model (FHWA-RD-77-108). Otherwise, offsite traffic noise will be addressed qualitatively.

ECORP proposes to evaluate potential noise-related impacts in a technical report. The analysis will be supported by modeling documentation, which would be included as an appendix to the report. ECORP will complete the Noise Impact Assessment within 3 to 6 weeks of receiving a notice-to-proceed and all needed documentation, such as a project description, site plan, and traffic study if prepared.

#### ***Task 2C Deliverables:***

- ◆ One (1) electronic version of the Noise Impact Assessment Technical Report.

#### **Task 2D – Biological Resources Assessment Report**

ECORP will conduct background research to help characterize the current conditions within the Project site. The research will entail a search of public databases, such as the CDFW California Natural Diversity Database (CNDDDB), the California Native Plant Society's (CNPS) online Inventory of Rare and Endangered Plants of California (Inventory), the National Wetland Inventory (NWI), the U.S. Fish and Wildlife Service's (USFWS) Critical Habitat Portal, CDFW Biogeographical Information Observation System (BIOS), and the Natural Resources Conservation Service's (NRCS) online Web Soil Survey.

Because the property is located within the Coachella Valley Multiple Species Habitat Conservation Plan (CVMSHCP) area, ECORP will research the plan to determine requirements for surveys, avoidance of specific habitat types, and other measures. These stipulations will be discussed, and any required measures (if applicable) will be incorporated into the report.

To characterize the biological resources on the property, ECORP biologists will conduct a field visit to the Project site. This field reconnaissance will be conducted on foot, and at a time of day that is conducive to making wildlife observations. Using aerial photography, the biologists will verify the current vegetation communities and habitats on the Project site. The biologists will generate a list of plant and wildlife species observed during the reconnaissance of the site, and record existing biological conditions, including observations of sensitive species, using Global Positioning System (GPS) technology, field notes, and digital photography.

Following the completion of the biological reconnaissance survey, ECORP will prepare a report that includes descriptions of the Project site location and Project description, existing biological conditions, survey methods, results of the background research and site reconnaissance, and locations and descriptions of sensitive species observed or detected. The report will also contain site photographs; location and vegetation map exhibits; descriptions of existing anthropogenic influences and disturbances; sensitive species habitat and locations map exhibit; field notes and data sheets; and a list of references. The report will provide information about the plant and wildlife communities on and adjacent to the Project site that could be affected by Project activities. If any focused surveys for sensitive resources are determined necessary following this biological assessment, recommendations for those surveys will be included in the report.

***Task 2D Deliverables:***

- ◆ Draft Biological Resources Assessment Report in PDF format.
- ◆ Final Biological Resources Assessment Report in PDF format.

**Task 2E – Cultural Resources Inventory Report**

ECORP will conduct a cultural resources inventory of the study area, located in the City of Palm Desert. All work will be conducted by, or under the direct supervision of, a Registered Professional Archaeologist, who meets the Secretary of the Interior's Professional Qualifications Standards for prehistoric and historical archaeology.

This scope of work includes a records search with the California Historical Resources Information System (CHRIS) of the California Office of Historic Preservation at the South Coastal Information Center (SCIC), which includes a review of the state archaeological site files, the National Register of Historic Places, and other databases that catalogue significant events and resources in local, state, or national history. Information will be obtained on previously recorded archaeological sites and cultural resource management studies in and within 1 mile of the project area. ECORP will also contact the Native American Heritage Commission to request a sacred lands file search to determine whether any sacred sites have been recorded on the property. Additionally, ECORP will contact local historical societies, if any, to seek additional information on the location of the Project Area.

ECORP will complete an intensive field survey of the entire Project Area. The exact acreage of the Project Area has yet to be determined, therefore ECORP assumes the final acreage will not exceed 25

acres. ECORP will survey all accessible portions of the Project Area using pedestrian transect intervals spaced 10 to 15 meters apart, where possible. The Project Area will be examined for evidence of cultural resources, including pre-contact and historic-period (i.e., over 50 years of age) cultural deposits and features. If any resources are identified in the Project Area, they must be recorded and mapped in accordance with the standards of the California Office of Historic Preservation (OHP); however, for costing purposes, ECORP assumes that no cultural resources will need to be recorded. A separate scope and cost will be prepared for any recording of resources and evaluation of eligibility to be included in the California Register of Historical Resources (CRHR) or the National Register of Historic Places (NRHP) based on the level of effort required.

ECORP will prepare an inventory report that follows the California Office of Historic Preservation's recommended content and format. The report will provide the historic context, methods, results, and recommendations for appropriate findings. ECORP will respond to one round of non-conflicting comments and prepare a finalized copy of the report.

***Task 2E Deliverables:***

- ◆ Draft Cultural Resources Inventory Report in PDF format.
- ◆ Final Cultural Resources Inventory Report in PDF format.

**Task 2F – AB 52 Consultation Assistance**

ECORP will assist the City of Palm Desert in consulting with California Native American tribes under Assembly Bill 52 (AB 52). At the direction and discretion of the City, ECORP may use this budget to assist in drafting consultation letters, coordinate tribal meetings, maintain the AB 52 administrative record, author CEQA sections, and provide technical support to the agency in determining whether or not Tribal Cultural Resources will be significantly impacted by the project.

This cost estimate is provided on a time and materials basis. If the consultation requests from the tribes or services requested from the City will require more effort that will exceed the budget provided herein, then a contract change order would be required to complete the scope and AB 52 consultation.

***Task 2F Deliverables:***

- ◆ Draft AB 52 notification, consultation initiation, consultation conclusion letters, and correspondence log.



## **Task 2G – Paleontological Resources Memo**

ECORP will conduct a paleontological record search through Western Science Center (WSC), Hemet, CA. The record search results will detail the project site's sensitivity to producing paleontological resources as well as any recorded paleontological resources from within the Project area and from within a 1-mile radius. In addition to the record search, a detailed desktop literature review will be conducted on the paleontology of the project area. Information about previous surveys and previously recorded paleontological resources will be obtained for the project area.

A qualified paleontologist will review the results of the record search obtained from the WSC. Based on the observations and recommendations outlined in the search, a paleontological resources assessment report will be drafted discussing the geologic units found within the Project site and within a 1-mile radius, particularly those units that are sensitive to producing paleontological resources. In addition, a list of paleontological resources that have been documented and curated at the museum from the Project site area and vicinity will be listed. Finally, if there is a likelihood of encountering paleontological resources during project construction, the letter report will recommend mitigation measures to follow during construction activities.

### **Task 2G Deliverables:**

- ◆ Electronic copy of the Final Paleontological Resources Memo

## **Task 2H – Traffic Study**

As a subconsultant to ECORP, KOA will prepare a Traffic Study Technical Memorandum for the Project site. This study will include both a Trip Generation Analysis and a VMT Screening Assessment in support of the environmental studies. During coordination, information will be requested from the Client including but not limited to the project description, site plan, and any data, analyses, documents or other information available that is relevant to the proposed project and surrounding project area.

It is envisioned that communication with the Client, project team, and City staff will be primarily through email and short conference calls. If attendance of in-person meetings is requested by the Client, KOA can attend in-person meetings for an additional fee on a per-meeting basis as described in the Cost Estimate section below.

KOA will follow the guidelines of the City of Palm Desert Transportation Analysis Guidelines for Level of Service/Vehicle Miles Traveled (December 2020; adopted August 2022; the "City's TA Guidelines"). The trip generation analysis will include a Project Description and a summary of the anticipated project trip generation, based on the size of the project site and per the latest ITE. If trip rates from ITE Trip Generation Manual are not available based on the project description of the trailhead, then the trip generation will be estimated based on the proposed parking provisions.

Per the City's TA Guidelines, the following screening criteria are used to determine when a project is required to prepare a full VMT analysis. A development project meeting any of the screening criteria listed below can be assumed to have a less than-significant VMT impact and does not require additional VMT analysis:

1. Small Project
2. High-Quality Transit Area (HQTa)
3. Local-Serving Retail
4. Affordable Housing
5. Local Essential Service
6. Map-Based Screening (maps provided in the City's TA Guidelines)
7. Redevelopment Projects

Under criteria 5, Local Essential Service, the TA Guidelines include "Local or Community Parks". Therefore, Homme-Adams Park is likely to screen out as a park. Using the City of Palm Desert Transportation Analysis Guidelines for Level of Service/Vehicle Miles Traveled, and the trip generation estimates developed as part of Task 2, KOA will conduct a VMT screening analysis for the project to determine whether additional VMT analysis is required.

The Traffic Study including the Trip Generation Analysis and VMT Screening Assessment for the Randall Henderson Trailhead Project will be documented in a Technical Memorandum for submission to the Client for review. The Traffic Study will be updated, if necessary, based on up to one round of comments from the Client.

KOA will prepare a Final Technical Memorandum based on up to one round of comments from the City of Palm Desert, if necessary.

### ***Task 2H Deliverables:***

- ◆ Electronic copy of the Internal Draft Traffic Study Technical Memorandum
- ◆ Electronic copy of the Draft Traffic Study Technical Memorandum
- ◆ Electronic copy of the Final Traffic Study Technical Memorandum

### **Task 3 – Meetings**

ECORP's Project Manager and other technical staff will be able to attend up to three project meetings with Architerra and the City via phone or online platform. Approximately 8 hours of time has been budgeted for meetings. If attendance of in-person meetings is requested by the Client, ECORP can attend in-person meetings for an additional fee on a per-meeting basis as described in the Cost Estimate section below.

## Randal Henderson Trailhead

### Task 1 – CEQA Initial Study/Mitigated Negative Declaration

#### Task 1A – Administrative Draft IS/MND

An IS/MND will be prepared using the approved checklist format from the City of Palm Desert or Appendix G of the current CEQA Guidelines. ECORP will prepare a brief description of the environmental setting; an identification of environmental effects using the above-referenced checklist format, a brief substantiation of the checklist entries, and a list of references and preparers. A land use and planning consistency analysis will be conducted by ECORP as part of the IS/MND. ECORP will also analyze potential utility and service system impacts of the proposed project. Record/database searches for hazards/hazardous materials will also be conducted. ECORP will provide mitigation measures (if required) that can be developed using existing data.

#### *Task 1A Assumptions:*

- ◆ We have assumed we will receive copies of any previously prepared technical reports, plans, and other Project information from the City, including electronic versions, to the extent possible.
- ◆ According to the RFP, federal funding may be utilized based on the availability and successful application for grant programs. If federal funding is obtained for the Project, compliance with the National Environmental Policy Act (NEPA) would be required. If these services are requested by the City, ECORP would provide a contract change order.

#### *Task 1A Deliverables:*

- ◆ An electronic copy of the Administrative Draft IS/MND will be submitted to the City via email for review and comment

#### Task 1B – Prepare and Distribute Draft IS/MND and Notices

After receipt of one (1) set of integrated comments on the Administrative Draft IS/MND from the City, we will revise the IS/MND accordingly. ECORP will provide five (5) bound copies and one (1) electronic copy of the environmental document to the City for internal use. ECORP will mail twenty (20) hard copies of the Notice of Intent (NOI) document to addressees on the mailing list, which will include the City website where the environmental documentation and notices for the Project can be viewed online. ECORP will electronically file the environmental document and corresponding notices with the State Clearinghouse and provide an electronic copy to the City for their website. We have assumed that the City and ECORP will work together to assemble the mailing list. ECORP will prepare the following notices as required by CEQA:

- ◆ Notice of Intent (NOI) to Adopt a Mitigated Negative Declaration
- ◆ Notice of Completion (State Clearinghouse Cover)

◆ Environmental Summary Form (for the State Clearinghouse)

ECORP will prepare, publish, file, and distribute a Notice of Intent (NOI) to Adopt a Mitigated Negative Declaration. One copy of each of these notices will be filed with the Los Angeles County Clerk and the State Clearinghouse. ECORP will also distribute the NOI to responsible and trustee agencies as well as other interested parties. One electronic copy of each notice will be provided to the City. The NOI is required by CEQA to be either posted on-site, mailed to the surrounding property owners, or published in a newspaper of general circulation. For costing purposes, it has been assumed that ECORP will arrange for the NOI to be published in a newspaper of general circulation. Newspaper fees are included in the cost estimate.

**Task 1B Deliverables:**

- ◆ Five (5) bound copies and one (1) electronic copy of the Draft IS/MND for City use
- ◆ Twenty (20) hard copies of the Notice of Intent (NOI) document
- ◆ Notice of Intent, Notice of Completion, and Environmental Summary Form
- ◆ Newspaper ad for NOI
- ◆ Additional copies will be billed on a time-and-materials basis

**Task 1C – Final IS/MND, MMRP, and Notice of Determination**

The Lead Agency (City) must consider any comments received on the MND when making a decision on the Project. For costing, we have assumed that ten (10) comment letters containing three (3) comments each will be received (or a total of 30 comments). ECORP will collate all public comments and comment letters regarding the Initial Study and prepare written responses to comments for City review. It is assumed that City staff will receive all comments and will forward to ECORP as soon as possible after receipt.

The Final IS/MND will include responses to comments received on the Draft IS/MND, any changes to the Draft IS/MND, and the Mitigation Monitoring and Reporting Program (MMRP, if required) prepared in accordance with CEQA Guidelines Section 15097. ECORP will prepare the MMRP in table format, with input from the City. An Administrative Final IS/MND and MMRP will be prepared, and after review by the City, the Final IS/MND and MMRP will be provided.

ECORP will prepare a Notice of Determination (NOD) as required by CEQA. A copy of the NOD will be filed with the Riverside County Clerk and the State Clearinghouse, as appropriate, within five business days of adoption of the IS/MND. An electronic copy of the NOD will be provided to the City. It has been assumed that the City will pay any fees associated with the NOD. The CDFW filing fee for an MND is \$2,968.75. The County Clerk filing fee is \$50. These fees are not included in the Cost Estimate.

**Task 1C Deliverables:**

- ◆ Electronic submittal of the Administrative Final IS/MND and MMRP
- ◆ Five (5) bound copies and one (1) electronic copy of the Final IS/MND and MMRP
- ◆ Notice of Determination

**Task 2 – Technical Studies**

**Task 2A – Air Quality and Greenhouse Gas Emissions Assessment**

The assessment of air quality and greenhouse gas (GHG) emissions will quantify short-term and long-term emissions generated by the proposed improvements associated with the Homme-Adams Park and Randell Henderson Trailhead. ECORP will employ the most up-to-date version of the California Emissions Estimator Model (CalEEMod). CalEEMod is a statewide land use emissions computer model designed to quantify pollutant emissions associated with construction and operations from a variety of land use projects. To the extent available, construction-related emissions modeling will be based on Project-specific information provided by the Project proponent (e.g., construction schedules, activities, and equipment to be used). Project criteria air pollutant emissions will be compared to the thresholds of significance promulgated by the South Coast Air Quality Management District (SCAQMD), including SCAQMD's recommended Localized Significance Thresholds (LSTs). LSTs were developed in response to SCAQMD Governing Boards' Environmental Justice Enhancement Initiative (I-4). Additional CEQA Guidelines Appendix G thresholds will also be evaluated, including the potential for the Proposed Project to expose sensitive receptors to substantial pollutant concentrations, to cause objectionable odors, or to impede attainment of the current SCAQMD Air Quality Management Plan. Project GHG emissions will be assessed against the SCAQMD numeric bright-line threshold of 3,000 metric tons of CO<sub>2</sub>e annually.

ECORP proposes to evaluate potential air quality and GHG-related impacts in a technical report. Where appropriate, the analysis would be supported by modeling documentation, which would be included as an appendix to the technical report. ECORP will complete the Air Quality and Greenhouse Gas Emissions Assessment within 3 to 6 weeks of receiving a notice-to-proceed and all needed documentation, such as a project description, site plan, and traffic study if prepared.

**Task 2C Deliverables:**

- ◆ One (1) electronic version of the Air Quality and Greenhouse Gas Emissions Assessment Technical Report.

**Task 2B – Energy Consumption Assessment**

ECORP proposes to analyze Project energy consumption in a technical report where potential impacts related to Project energy consumption will be assessed against the Office of Planning and

Research's proposed standards of significance: i.e., whether the Project result in the wasteful, inefficient, or unnecessary consumption of energy, or wasteful use of energy resources; and, whether the Project would conflict with an applicable plan for renewable energy or energy efficiency. There are no established thresholds of significance, statewide or locally, for what constitutes a wasteful, inefficient, and unnecessary consumption of energy for proposed park/trailhead improvements. Therefore, for the purposes of this analysis, the amount of energy necessary for Project construction and post-construction operations will be quantified and compared to that consumed in Riverside County as a whole. Where appropriate, the analysis would be supported by modeling documentation, which would be included as an appendix to the report. ECORP will complete the Energy Consumption Assessment within 3 to 6 weeks of receiving a notice-to-proceed and all needed documentation, such as a project description, site plan, and traffic study if prepared.

***Task 2B Deliverables:***

- ◆ One (1) electronic version of the Energy Consumption Assessment Technical Report.

**Task 2C – Noise Impact Analysis**

The evaluation of noise impacts associated with the Project will be completed by staff members who are noise experts. The applicable noise and land use compatibility criteria for the Project Area will be discussed as they will be the basis for the Project impact determination and whether mitigation is necessary. Since the Project is proposing improvements to existing recreational facilities and post-construction operations would not result in a wholly new land use, an onsite baseline noise survey is not proposed. Instead, the American National Standards Institute (ANSI) Standard "Quantities and Procedures for Description and Measurement of Environmental Sound – Part 3", which provides a table of approximate background sound levels based on land use and population density, will be referenced in order to provide a representative characterization of the existing ambient noise environment. Additionally, Figure 7.1 of the City General Plan Noise Chapter, which identifies traffic noise contours throughout the City, will be referenced. The combination of the ANSI Standard reference and City General Plan will provide a representative characterization of the existing ambient noise environment.

Construction would occur during implementation of the Proposed Project. Noise levels from construction sources will be analyzed using the Federal Highway Administration Roadway Construction Noise Model, based on the anticipated equipment to be used. In order to evaluate the potential health-related effects (physical damage to the ear) from construction noise, construction noise will be evaluated in terms of hourly equivalent continuous noise levels ( $L_{eq}$ ) and the frequency of occurrence at nearby land uses of each of the Project sites. In addition to construction noise, an analysis of vibration impacts will be prepared based on the California Department of Transportation's vibration analysis guidance.

The evaluation of the Project's contribution to noise increases over existing conditions will be addressed. Project implementation would result in additional non-transportation noise sources. Project onsite noise is anticipated to largely be the same as generated under existing conditions. The analysis of onsite noise will quantify predicted noise levels using standard equations and calculation protocols. Another source of noise associated with the Project would be offsite automobile traffic. According to the 2020 Caltrans Technical Noise Supplement to the Traffic Noise Analysis Protocol, doubling of traffic on a roadway is required in order to increase noise to a perceptible level for humans. In the case that traffic is predicted to double the amount of existing traffic on vicinity roadways, offsite mobile source noise from vehicular traffic will be quantified using the U.S. Federal Highway Traffic Noise Prediction Model (FHWA-RD-77-108). Otherwise, offsite traffic noise will be addressed qualitatively.

ECORP proposes to evaluate potential noise-related impacts in a technical report. The analysis will be supported by modeling documentation, which would be included as an appendix to the report. ECORP will complete the Noise Impact Assessment within 3 to 6 weeks of receiving a notice-to-proceed and all needed documentation, such as a project description, site plan, and traffic study if prepared.

***Task 2C Deliverables:***

- ◆ One (1) electronic version of the Noise Impact Assessment Technical Report.

**Task 2D – Biological Resources Assessment Report**

A biological resources data base search will be conducted for the project area using public data bases including the Coachella Valley Multiple Species Habitat Conservation Plan (CVMSHCP) website, California Natural Diversity Data Base, and the California Native Plant Society online data base. The search will identify the approximate locations of known or expected sensitive biological resources and habitats located within or near the project areas. ECORP conducted work on several projects in and near the Project Area, including for the CV Link construction, and will use knowledge gained from those projects as well. Also, any existing studies for the area made available to ECORP by the City of Coachella will be reviewed.

ECORP will analyze the Project within the context of the CVMSHCP. The CVMSHCP protects natural habitat, plants and animals within the Coachella Valley and also identifies conservation goals for projects located within the plan area.

Once the data base search and analysis has been completed, ECORP will complete a field survey of the Project Area (a total of 4.7 acres). Biological resources that are known from or potentially occur on the property will be searched for in particular during the survey. Habitats and vegetation communities will be mapped. Representative photographs will be taken to document site conditions at the time of the survey. A full list of plant and animal species will be recorded during the survey. If any sensitive biological



resources are found within the project area, their location will be recorded and the resource will be discussed in the technical report.

A biological resources technical report will be prepared to document the methods and results of the data base search and field survey. The report will conform to the information needs for review under CEQA and will include a summary of the biological setting of the project area, brief project description, discussion of survey methods, and will describe the biological resources within the property in detail as well as the requirements of the CVMSHCP. The report will also present recommendations for further work, if needed, including focused surveys for sensitive species or jurisdictional delineations.

***Task 2D Deliverables:***

- ◆ Draft Biological Resources Assessment Report in PDF format.
- ◆ Final Biological Resources Assessment Report in PDF format.

**Task 2E – Cultural Resources Inventory Report**

ECORP will conduct a cultural resources inventory of the study area, located in the City of Palm Desert. All work will be conducted by, or under the direct supervision of, a Registered Professional Archaeologist, who meets the Secretary of the Interior's Professional Qualifications Standards for prehistoric and historical archaeology.

This scope of work includes a records search with the California Historical Resources Information System (CHRIS) of the California Office of Historic Preservation at the South Coastal Information Center (SCIC), which includes a review of the state archaeological site files, the National Register of Historic Places, and other databases that catalogue significant events and resources in local, state, or national history. Information will be obtained on previously recorded archaeological sites and cultural resource management studies in and within 1 mile of the project area. ECORP will also contact the Native American Heritage Commission to request a sacred lands file search to determine whether any sacred sites have been recorded on the property. Additionally, ECORP will contact local historical societies, if any, to seek additional information on the location of the Project Area.

ECORP will complete an intensive field survey of the entire Project Area. The exact acreage of the Project Area has yet to be determined, therefore ECORP assumes the final acreage will not exceed 25 acres. ECORP will survey all accessible portions of the Project Area using pedestrian transect intervals spaced 10 to 15 meters apart, where possible. The Project Area will be examined for evidence of cultural resources, including pre-contact and historic-period (i.e., over 50 years of age) cultural deposits and features. If any resources are identified in the Project Area, they must be recorded and mapped in accordance with the standards of the California Office of Historic Preservation (OHP); however, for costing purposes, ECORP assumes that no cultural resources will need to be recorded. A separate scope and cost will be prepared for any recording of resources and evaluation of eligibility to be included in the California Register of Historical Resources (CRHR) or the National Register of Historic Places (NRHP) based on the level of effort required.

ECORP will prepare an inventory report that follows the California Office of Historic Preservation's recommended content and format. The report will provide the historic context, methods, results, and recommendations for appropriate findings. ECORP will respond to one round of non-conflicting comments and prepare a finalized copy of the report.

***Task 2E Deliverables:***

- ◆ Draft Cultural Resources Inventory Report in PDF format.
- ◆ Final Cultural Resources Inventory Report in PDF format.

**Task 2F – AB 52 Consultation Assistance**

ECORP will assist the City of Palm Desert in consulting with California Native American tribes under Assembly Bill 52 (AB 52). At the direction and discretion of the City, ECORP may use this budget to assist in drafting consultation letters, coordinate tribal meetings, maintain the AB 52 administrative record, author CEQA sections, and provide technical support to the agency in determining whether or not Tribal Cultural Resources will be significantly impacted by the project.

This cost estimate is provided on a time and materials basis. If the consultation requests from the tribes or services requested from the City will require more effort that will exceed the budget provided herein, then a contract change order would be required to complete the scope and AB 52 consultation.

***Task 2F Deliverables:***

- ◆ Draft AB 52 notification, consultation initiation, consultation conclusion letters, and correspondence log.

**Task 2G – Paleontological Resources Memo**

ECORP will conduct a paleontological record search through Western Science Center (WSC), Hemet, CA. The record search results will detail the project site's sensitivity to producing paleontological resources as well as any recorded paleontological resources from within the Project area and from within a 1-mile radius. In addition to the record search, a detailed desktop literature review will be conducted on the paleontology of the project area. Information about previous surveys and previously recorded paleontological resources will be obtained for the project area.

A qualified paleontologist will review the results of the record search obtained from the WSC. Based on the observations and recommendations outlined in the search, a paleontological resources assessment report will be drafted discussing the geologic units found within the Project site and within a 1-mile radius, particularly those units that are sensitive to producing paleontological resources. In addition, a list of paleontological resources that have been documented and curated at the museum from the Project site area and vicinity will be listed. Finally, if there is a likelihood of

encountering paleontological resources during project construction, the letter report will recommend mitigation measures to follow during construction activities.

***Task 2G Deliverables:***

- ◆ Electronic copy of the Final Paleontological Resources Memo

**Task 2H – Traffic Study**

As a subconsultant to ECORP, KOA will prepare a Traffic Study Technical Memorandum for the Project site. This study will include both a Trip Generation Analysis and a VMT Screening Assessment in support of the environmental studies. During coordination, information will be requested from the Client including but not limited to the project description, site plan, and any data, analyses, documents or other information available that is relevant to the proposed project and surrounding project area.

It is envisioned that communication with the Client, project team, and City staff will be primarily through email and short conference calls. If attendance of in-person meetings is requested by the Client, KOA can attend in-person meetings for an additional fee on a per-meeting basis as described in the Cost Estimate section below.

KOA will follow the guidelines of the City of Palm Desert Transportation Analysis Guidelines for Level of Service/Vehicle Miles Traveled (December 2020; adopted August 2022; the “City’s TA Guidelines”). The trip generation analysis will include a Project Description and a summary of the anticipated project trip generation, based on the size of the project site and per the latest ITE. If trip rates from ITE Trip Generation Manual are not available based on the project description of the trailhead, then the trip generation will be estimated based on the proposed parking provisions.

Per the City’s TA Guidelines, the following screening criteria are used to determine when a project is required to prepare a full VMT analysis. A development project meeting any of the screening criteria listed below can be assumed to have a less than-significant VMT impact and does not require additional VMT analysis:

1. Small Project
2. High-Quality Transit Area (HQTa)
3. Local-Serving Retail
4. Affordable Housing
5. Local Essential Service
6. Map-Based Screening (maps provided in the City’s TA Guidelines)
7. Redevelopment Projects

Under criteria 5, Local Essential Service, the TA Guidelines include “Local or Community Parks”. Therefore, Randall Henderson Trailhead is likely to screen out as a park. Using the City of Palm Desert Transportation Analysis Guidelines for Level of Service/Vehicle Miles Traveled, and the trip generation estimates developed as part of Task 2, KOA will conduct a VMT screening analysis for the project to determine whether additional VMT analysis is required.

The Traffic Study including the Trip Generation Analysis and VMT Screening Assessment for the Randall Henderson Trailhead Project will be documented in a Technical Memorandum for submission to the Client for review. The Traffic Study will be updated, if necessary, based on up to one round of comments from the Client.

KOA will prepare a Final Technical Memorandum based on up to one round of comments from the City of Palm Desert, if necessary.

***Task 2H Deliverables:***

- ◆ Electronic copy of the Internal Draft Traffic Study Technical Memorandum
- ◆ Electronic copy of the Draft Traffic Study Technical Memorandum
- ◆ Electronic copy of the Final Traffic Study Technical Memorandum

**Task 3 – Meetings**

ECORP’s Project Manager and other technical staff will be able to attend up to three project meetings with Architerra and the City via phone or online platform. Approximately 8 hours of time has been budgeted for meetings. If attendance of in-person meetings is requested by the Client, ECORP can attend in-person meetings for an additional fee on a per-meeting basis as described in the Cost Estimate section below.

<b>3.0 SCHEDULE</b>
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ECORP is confident that we can meet the expected time frame of the completion of the IS/MND according to the schedule below, for each of the parks. The respective starting point is assumed to be different for each park, based on the results of public comment and the design schedule, but the time frame from that starting point should be very similar.

This schedule can be modified based on the needs of the Client or the City. We propose to prepare the Administrative Draft IS/MND concurrently with the technical studies to stay on schedule. AB 52 Native American consultation (if requested by one or more tribes) will need to be initiated prior to public circulation of the Draft IS/MND and the start of the 30-day public review period and consultation must be completed prior to the adoption of the Final IS/MND by the City Council. Please note that delays may occur as it pertains to acquiring cultural records search requests from the Eastern Information Center located at the University of California, Riverside campus.

Tasks	Time Frame for Completion
<b>Task 1 CEQA Initial Study and Mitigated Negative Declaration</b>	
Task 1A – Administrative Draft IS/MND	12 weeks from 60% design
City Review	2 weeks
Task 1B – Prepare and Distribute Draft IS/MND and Notices	2 weeks from receipt of City/Client comments
Public/Agency Review	30 calendar days
Task 1C – Final IS/MND, MMRP, and Notice of Determination	3 weeks from end of public review period
City Review	2 weeks
Notice of Determination	Filed with the Riverside County Clerk and State Clearinghouse within 5 business days of MND adoption
<b>Task 2 – Technical Studies</b>	
Task 2A – Air Quality and Greenhouse Gas Emissions Assessment	8 weeks from 60% design
Task 2B – Energy Consumption Analysis	8 weeks from 60% design
Task 2C – Noise Impact Analysis	8 weeks from 60% design
Task 2D – Biological Resources Assessment Report	8 weeks from 60% design
Task 2E – Cultural Resources Inventory Report	8 weeks from 60% design
Task 2F – AB52 Consultation Assistance	8 weeks from 60% design
Task 2G – Paleontological Resources Memorandum	8 weeks from 60% design
Task 2H – Traffic Study	8 weeks from 60% design
<b>Task 3 Meetings</b>	

Notes: \*Please note that delays may occur as it pertains to acquiring cultural records search requests from the EIC. As a result, the schedule of completion of work under this task may be affected. ECORP will keep the Client apprised of any schedule implications as they become known, but will not be held responsible for delays to the project as a result of Information Center closures or delays.

## 4.0 COST ESTIMATE

ECORP will complete the above scope of work on a time-and-materials basis. Our costs are detailed below. Each park is costed separately, though the costs are very similar. If requested by the Client, one senior-level or higher staff from ECORP will attend in-person meetings with the Client, project team and/or Palm Desert staff at \$250 per hour, or public hearings (e.g., evening/night-time council or planning commission meetings) for a minimum of \$1,000 extra per meeting. (\$250 per hour with a four-hour minimum for evening/night-time meetings). See accompanying rate sheet for further rate information.

Homme-Adams Park	Cost
<b>Task 1 - CEQA Initial Study and Mitigated Negative Declaration</b>	
Task 1A – Administrative Draft IS/MND	\$18,485
Task 1B – Prepare and Distribute Draft IS/MND and Notices	\$7,920
Task 1C – Final IS/MND, MMRP, and Notice of Determination (includes \$2,764 CDFW filing fee)	\$12,205

<b>Homme-Adams Park</b>	<b>Cost</b>
Task 2 - Technical Studies	
Task 2A – Air Quality and Greenhouse Gas Emissions Analysis	\$6,050
Task 2B – Energy Consumption Analysis	\$3,000
Task 2C – Noise Impact Analysis	\$5,800
Task 2D – Biological Resources Assessment Report	\$12,500
Task 2E – Cultural Resources Inventory Report	\$13,350
Task 2F – AB52 Consultation Assistance	\$5,000
Task 2G – Paleontological Resources Memorandum	\$5,000
Task 2H – Traffic Study	\$6,082
Task 3 – Meetings	\$4,400
<b>Homme-Adams Park Total</b>	<b>\$99,792</b>
<b>Randall Henderson Trailhead</b>	<b>Cost</b>
Task 1 - CEQA Initial Study and Mitigated Negative Declaration	
Task 1A – Administrative Draft IS/MND	\$18,485
Task 1B – Prepare and Distribute Draft IS/MND and Notices	\$7,920
Task 1C – Final IS/MND, MMRP, and Notice of Determination (includes \$2,764 CDFW filing fee)	\$12,205
Task 2 - Technical Studies	
Task 2A – Air Quality and Greenhouse Gas Emissions Analysis	\$6,050
Task 2B – Energy Consumption Analysis	\$3,000
Task 2C – Noise Impact Analysis	\$5,800
Task 2D – Biological Resources Assessment Report	\$12,500
Task 2E – Cultural Resources Inventory Report	\$13,350
Task 2F – AB52 Consultation Assistance	\$5,000
Task 2G – Paleontological Resources Memorandum	\$5,000
Task 2H – Traffic Study	\$6,082
Task 3 – Meetings	\$4,400
<b>Randall Henderson Trailhead Total</b>	<b>\$99,792</b>
<b>GRAND TOTAL (Both Parks)</b>	<b>\$199,584</b>

#### 4.1 Bidding Assumptions

- ECORP will assume the plans, CAD files, Shape files and other materials depicting Project site boundaries, as available, will be provided to ECORP upon NTP
- ECORP Consulting, Inc., assumes that contracting would be set up at the time of award or shortly afterwards.

- NTP would entail provision of full access to the properties needing access and such access will be provided by the Client, including keys to locked gates and advance notice to existing property tenants of our right of entry.
- It is assumed that ECORP Consulting, Inc., can use and rely on the data and information contained in the project related documents provided by the Client. ECORP Consulting, Inc., will not perform a technical review of these documents, and will not be responsible for the content or accuracy of these studies.
- This scope and cost is subject to change due to changes in schedule or work description. Change orders will be issued and signed by the Client and ECORP Consulting, Inc., before starting additional work not provided for in the original proposal.
- This cost is valid for a period of 60 days from the date of this the proposal. Beyond 60 days, ECORP Consulting, Inc., reserves the right to reevaluate the cost.
- Expert Witness Testimony, including Depositions, is billed on a time-and-materials basis at time and a half.
- Schedule estimates are based on our best judgment of the requirements known at the time of the proposal and can be influenced favorably or adversely by Client needs and other circumstances. ECORP will perform the services and accomplish the objectives within the presented costs and schedule. However, if the scope of work or schedule changes, ECORP will offer separate proposals for any out-of-scope work.
- ECORP shall not be held responsible for work delays or cancellations caused by strikes, accidents, acts of God, delays imposed by the Client, the COVID-19 pandemic, or other delays beyond the control of ECORP.
- It is assumed that ECORP can use and rely on the data and information contained in the Project related documents provided by the Client. ECORP will not perform a technical review of these documents, and will not be responsible for the content or accuracy of these studies.
- ECORP Consulting, Inc. has not been delegated authority under applicable state or federal law to carry out government-to-government consultation with Native American tribes. We have assumed that the City will conduct all Native American consultation and will provide the results of consultation to ECORP for use in the Tribal Cultural Resources section of the IS/MND.
- This scope does not include costs for consultation with the State Historic Preservation Office.
- This scope does not include participation by tribal monitors in fieldwork.
- Additional Project meetings and hard copies of reports, and other tasks not specified above will require a contract change order.
- ECORP Consulting, Inc. has assumed one round of integrated comments on each deliverable and that the project design will not change significantly after analysis is initiated. Additional rounds of comments and/or changes to project design may affect the cost and schedule.



- Cultural resources location information is exempt from the California Public Records Act and Freedom of Information Act, and therefore, reports that include site location information are considered confidential and are not intended for public distribution.
- For costing purposes, ECORP assumes that one cultural resource, consisting of the two transmission lines, will be encountered during the field survey. A separate scope and cost will be prepared for recording of any additional resources and evaluation of eligibility to be included in the California Register of Historical Resources (CRHR) or the National Register of Historic Places (NRHP) based on the level of effort required.

### **Costing/Global Assumptions**

If you have any questions about the information presented in this letter, please contact me at [staylor@ecorpconsulting.com](mailto:staylor@ecorpconsulting.com) or (909) 677-6208.

Sincerely,

**ECORP CONSULTING, Inc.**



---

Scott Taylor  
Senior Biologist/Regulatory Permitting Manager



March 18, 2025

**Mr. Drew Krumwiede | PLA**  
Principal | Director of Business and Marketing  
**Architerra Design Group**  
10221-A Trademark Street  
Rancho Cucamonga, CA 91730

**Re:** Palm Desert RFQ 2024-RFP-156 Park and Trailhead Engineering and Design – Design and DSA Services

Dear Drew:

SVA Architects, Inc. (SVA) appreciates this opportunity to submit our proposal to Architerra Design Group (ADG) for your review. This is based on our understanding of the work to be performed for the various project sites but, in particular, Washington Charter School located at 45-768 Portola Avenue, Palm Desert, CA 92260.

### **I. Project Background**

The City of Palm Desert (City) is seeking to partner with multiple engineering and design firms to design and provide construction support for multiple parks and trailheads. Project sites include Hovley Soccer Park, Homme Adams Park, University Park, Washington Charter, Randall Henderson Trailhead, Freedom Park, and Ironwood Park. Key design needs include sport fields, landscape, playground, parking, shade structure, restroom, etc.

### **II. Scope of Services**

Relevant to SVA's services, some of the projects will involve new or modernized buildings but the exact scope is yet to be determined. One project site – Washington Charter School – will likely require DSA review and approval and SVA will support that processing effort.

With the limited information at this stage, we are assuming no design work or drawings from SVA at this time. Our scope is limited to the coordination of the DSA application and submittal efforts. We will submit ADG's drawings and provide coordination during the review/approval process and project close out.

### **III. Compensation**

- A. With the limited project details, SVA proposes to provide our DSA support services for a fee of **Seven Thousand Dollars (\$7,000.00)**. We estimated roughly 40 hours of efforts at this time. If the effort exceeds the time required significantly (over 20%), we can further discuss additional scope.



- B. This fee excludes any design work from SVA, but we can provide such services when the scope is defined.
- C. Reimbursement for any direct expenses will be at 1.10 of the cost. Reimbursable expenses will include, but not be limited to, printing and deliveries.
- D. Payment to SVA will be made monthly in the proportion to services performed.
- E. Any additionally requested or supplemental services would be performed at the hourly requested rates as follows:

• Partner/Principal	\$225
• Senior Project Manager/Architect	\$195
• Project Manager/Architect	\$175
• Job Captain	\$155
• Intermediate Technical Designer	\$125
• Junior Technical Designer	\$100
• Administrative Staff	\$75

We appreciate this opportunity to submit on this proposal. If you have any questions, please do not hesitate to reach out to us.

Sincerely,

**SVA Architects, Inc.**

A handwritten signature in blue ink that reads 'Robert M. Simons' with a long, sweeping horizontal line extending to the right.

Robert M. Simons, AIA  
President & Partner  
License No.: C18301



# IRONWOOD PARK PALM DESERT

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## SPLASH PAD AQUATIC ENGINEERING & CONSULTANT SERVICES PROPOSAL 3.10.25



CALIFORNIA WATERS we bring water to life

[californiawaters.com](http://californiawaters.com)

949.528.0900



# QUALIFICATIONS SUMMARY



## QUALIFICATIONS

For over 20 years California Waters has been bringing water to life for our clients and end users.

### Design & Engineering

Capitalizing on an in-house design and engineering team, our splash pad, swimming pool and water feature projects are designed in a way that they can be built with no surprises allowing your project to stay on time and on budget. And our expertise in value engineering maximizes your project's budget without sacrificing your vision. Not only does this minimize change orders, but because we also have an in-house service division, our splash pads, pools and water features are designed based on what we know works in the field long after the project has been turned over.

- Complete turn-key design/engineering
- Structural Engineering
- Permitting
- Construction Administration

### Construction

Using innovative techniques and our deep experience, we identify ways to increase construction efficiencies, adhere to budgets, accelerate schedules and eliminate surprises. Count on us to deliver quality and execute commercial pool and water feature design and construction on all fronts.

### The California Waters' Advantage:

- We offer the experience and knowledge base required to design and build larger, more complex projects
- As a contractor, our designs are developed with an insider's understanding of material and equipment costs
- Our in-house designers provide architectural service assistance and guidance throughout the design process to both enhance the project and eliminate costly surprises on a specialized area with multiple code restrictions
- We identify VE options upfront that maintain the project vision and integrity and focus on decreasing the budget
- All design/engineering services are provided in-house allowing us to control the schedule
- Permitting: Having taken multiple complex projects through plan check in counties throughout California- we have excellent relations with numerous City Planning and County Health Departments

California Waters is pleased to submit this proposal for splash pad design and engineering services. Attached is our exhibit "A", "Scope of Engineering Services", exhibit "B", "Compensation", and exhibit "C", "2025 Hourly Engineering Rate Schedule".

### ADDRESS

23311 E. La Palma Avenue  
Yorba Linda, CA 92887  
(949) 528-0900  
[www.californiawaters.com](http://www.californiawaters.com)

### POINT OF CONTACT

Leanne Harvey  
Director of Business Development  
o 949.528.0900 x123  
m 949.677.1188  
[lh Harvey@californiawaters.com](mailto:lh Harvey@californiawaters.com)

### LICENSES

CA License #958960  
A, C-53, C-61/D35, D06, D21  
DIR: #1000001472

### COMPANY DATA

California Waters, LLC.  
dba California Waters  
Fed ID: 27-1115518  
Company Founded: 1999  
Design/Construction: 2011

- Commercial Pools & Spas
- Water Features
- Interactive Splash Pads
- Aquatic Facilities
- Waterscapes
- Lakes, Ponds & Streams
- Themed Environments
- Natural & Artificial Rockwork





## EXHIBIT "A" SCOPE OF ENGINEERING SERVICES

#25018

### PROJECT: Ironwood Park Splash Pad, City of Palm Desert

**Objective:** Provide conceptual design and engineering services for a new up to 2,000 square foot, interactive splash pad to be constructed on grade. Consultant agrees to perform the following services:

#### Task II: Preliminary Planning & Conceptual Design

- A. Work with the Design team to determine the splash pad size, location, layout and design intent including theming, color, water effects, relation to surrounding environment, target audience, lighting, etc.
- B. Using the design intent preferences, develop 2 preliminary concept options for review, consideration and discussion.
- C. Coordinate with the Client to incorporate preferred design components, finalize the design and layout of the water play components from preliminary concept to final concept by providing up to three revisions and obtain final approval from the Design Team and the City of Palm Desert.

#### Conceptual Design Deliverables:

*Consultant shall provide client for review and approval: One (1) conceptual layout set of the proposed splash pad renderings and one (1) preliminary cost estimate to construct the splash pad.*

#### Task III: Construction Documents - Schematic Design

- A. Consultant shall coordinate with Owner and other project team consultants to determine site requirements and constraints regarding the equipment and surge tank location and access, piping corridor between the splash pad, surge tank and new equipment area, mechanical, electrical, chemical equipment locations and other pertinent design elements that pertain to the splash pad.
- B. Consultant shall identify domestic water supply points and utility connection sizes for the splash pad and coordinate the use of water supply points with the project team.
- C. Consultant shall coordinate the location and sizing for the filter backwash line located in the equipment area, surge tank overflow sewer requirements (as applicable) including all points of connection to the sanitary sewer system for the splash pad.
- D. Consultant shall coordinate the location and routing of the storm drain line to each main drain including storm drain line sizing and points of connection to act as a rain diverter as required by CBC.

#### Schematic Design Deliverables:

*Consultant shall provide client for review and approval: One (1) schematic design set of drawings to include: layout and locations of the splash pad in confluence with the surge tank and equipment room, a utility coordination drawing and a drawing locating all underground piping/conduit runs between the splash pad, surge tank and equipment room.*

#### Task III: Construction Documents - Design Development

- A. Consultant shall prepare preliminary sizing for all splash pad equipment based upon the hydraulic requirements, drainage requirements, standard filtration turnover, water effect flow rate



requirements, UV flow requirements, circulation system requirements, surge tank requirements, including sizing of the equipment room and preliminary equipment layout.

- B. Consultant shall develop the splash pad circulation and effects pump systems and piping layout to include pump sizing, drainage piping from the splash pad to the surge tank, all pipe runs will include the preliminary pipe routing.
- C. Consultant shall prepare data table listing area, with square footage, volume, filter turnover rate, and UV turnover rate calculations for the splash pad.
- D. Consultant to provide drawings and specifications indicating all splash pad water play elements, main drain/rain diverter and mechanical equipment required to operate the splash pad.
- E. Consultant shall prepare equipment room layout and provide space requirements addressing the effects/circulation pumps, filter, UV and chemical equipment to operate the splash pad.
- F. Phone conferences via GoToMeeting will be held as required to go over the progress of the plan set and discuss specifics about the project.

***Design Development Deliverables:***

*Consultant shall provide client for review and approval: One (1) design development level design package to include: splash pad plan view, splash pad longitudinal sections, and splash pad appurtenance details.*

### **Task III: Construction Documents - Electrical Design**

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- A. Consultant shall provide electrical coordination for all the electrical equipment associated with the splash pad. Consultant shall coordinate electrical MCC panel design and coordinate splash pad electrical requirements with site Electrician.
- B. Design of system shall include electrical engineering design for the splash pad equipment, controls, and automation. Electrical plans to include single line diagram, load calculations, panel schedule, electrical site plan, and equipment and field wiring diagram.
- C. Electrical plans shall be signed, stamped and sealed by a California licensed Electrical Engineer.
- D. Electrical design does not include equipment or controls not specified by Consultant.

***Electrical Design Deliverables:***

*Consultant shall provide client for review and approval: one (1) set of California stamped electrical construction documents for the splash pad.*

### **Task III: Construction Documents - Structural Design**

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- A. Consultant shall size the splash pad concrete deck, water play element footings, surge tank structure and equipment housekeeping pads.
- B. Consultant shall size and space rebar required to build the splash pad concrete deck, water play element footings, surge tank structure and equipment housekeeping pads.





- C. Consultant shall specify concrete mix design used to construct the splash pad concrete deck, water play element footings, surge tank structure and equipment housekeeping pads.
- D. Structural plans shall be signed, stamped and sealed by a California licensed Structural Engineer.
- E. Structural design does not include or other structural appurtenances.

**Structural Design Deliverables:**

*Consultant shall provide client for review and approval: One (1) set of California stamped structural construction documents with structural calculations for the splash pad.*

### Task III: Construction Documents - Construction Documentation

- A. Based upon completion and approval of the Design Development phase, the Consultant shall prepare final construction plans and details.
- B. Consultant shall prepare plans at an appropriate scale on 24" x 36" sheet, using AutoCAD MEP version 2023. All AutoCAD base files prepared by other parties to be provided.
- C. Plans will include the preparation of a title and notes sheet, plan sheets and detail sheets. The plan and detail sheets will include the following design elements:
  - 1. Plan view of the equipment area and all equipment, piping layouts, fill source connections, overflow/drain/backwash connections, applicable easements, right of way, and PUE's.
  - 2. Isometric (three dimensional) layout of the equipment area (splash pad only).
  - 3. Equipment room details shall include:
    - i. Plan and elevation views.
    - ii. All equipment including specification and locations of pumps, filters, UV, disinfection equipment control panels, and valves and fittings required for construction.
  - 5. Architectural detail coordination shall include:
    - i. Coordination of all cross sections and elevation details needed for construction.
    - ii. Specification of all pipe sizes, pipe penetrations, intakes, discharges, drains and overflows.
  - 6. Hydraulic calculations shall include:
    - i. Suction and discharge pipe sizing.
    - ii. Drainage pipe sizing.
    - iii. Filtration sizing.
    - iv. Disinfection design and phasing.
  - 7. Standard detail coordination shall include:
    - i. Pipe penetration details, grading details, and other miscellaneous details needed for construction.

**Construction Documentation Deliverables:**

*Consultant shall provide client for review and approval: One (1) set of final construction documents to include: splash pad plan views, splash pad longitudinal sections, splash pad concrete finish details, splash pad appurtenance details, splash pad structural sections and reinforcement schedules, structural calculations, splash pad piping plan, mechanical equipment piping plan, mechanical equipment sections and details, splash pad panel schedule and miscellaneous splash pad electrical details, one (1) set of specifications in CSI format and one (1) final cost estimate to construct the splash pad.*



### Task III: Construction Documents - Agency Approvals

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- A. Consultant shall submit the plan set to Riverside County's Environmental Health Department and the City of Palm Desert's Building Department to ensure the plans are approved for construction. Response revisions, prepared concurrently, to address the Health Department and Building Department comments have been included in our base fee.
- B. Any additional submissions and/or responses to multiple agency comments that do not pertain to the splash pad design such as ancillary facilities, ingress/egress, ADA path travel, fencing and gate design, etc. will be subject to additional fees and billed per the rates listed in exhibit "C".

### Task IV: Bidding and Construction Support - Construction Administration

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- A. Consultant shall be a representative of and shall advise and consult with Client during construction until final payment to the Contractor is due, and as an additional service at Client's direction from time to time during the construction period described in the Contract for Construction. Consultant shall have the authority to act on behalf of Client only to the extent provided in this proposal unless otherwise modified. Consultant shall provide the following construction support services:
  - 1. Respond to all Requests for Information (RFI's).
  - 2. Review and advise on submittals, shop drawings, product information, and material samples.
  - 3. Assistance with the issuance and negotiation of change orders.
  - 4. Review of Contractor submitted Record Drawings for contract conformance and completeness based upon the field observations.
  - 5. Consultant shall visit the site at intervals appropriate to the stage of construction or otherwise agreed by Client and Consultant in writing to become generally familiar with the progress and quality of the work completed and to determine in general if the work is being performed in a manner indicating that the work when completed will be in accordance with the Contract Documents. However, Consultant shall not be required to make continuous on-site inspections to check the quality or quantity of the work. On the basis of on-site observations, Consultant shall keep Client informed of the progress and quality of the work and shall undertake to guard Client against defects and deficiencies in the work.
  - 6. Consultant has included in this proposal two (2) Project site visits.



## EXHIBIT "B" COMPENSATION

#25018

**PROJECT:** Ironwood Park Splash Pad, Palm Desert, CA

California Waters will complete the work outlined in exhibit "A" and invoice the Client monthly on a percentage of completion basis, per phase as defined below.

### DESIGN SERVICES TASK DESCRIPTION

### FEE

Task II	Preliminary Planning & Conceptual Design (Lump Sum)	\$2,000
Task III	Construction Documents - Schematic Design (Lump Sum)	\$2,000
Task III	Construction Documents - Design Development (Lump Sum)	\$7,000
Task III	Construction Documents - Electrical Design (Lump Sum)	\$2,000
Task III	Construction Documents - Structural Design (Lump Sum)	\$3,500
Task III	Construction Documents - Documentation (Lump Sum)	\$6,000
Task III	Construction Documents - Agency Approvals (Lump Sum)	\$2,000
Task IV	Bidding & Construction Support - Construction Administration (Lump Sum)	\$3,000
<b>TOTAL CONSULTING FEES</b>		<b>\$27,500</b>

### DESIGN ADDITIVE ALTERNATES

Splash Pad Equipment Anchoring Structural Calcs (if required)	+\$1,200
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*Monthly invoices will be submitted based upon percent complete by work task for the lump sum task items and based upon actual labor hours for the T & E task items. If requested, additional services will be billed for on an hourly basis, in conformance with the rates outlined in exhibit "C" 2025 Hourly Engineering Rate Schedule.*

### ASSUMPTIONS & CLARIFICATIONS

- 1.0 Consultant's services are intended for the Client's sole use and benefit and solely for the Client's use on the Project. Except as agreed to in writing, Consultant's services and work product shall not be used or relied on by any other person or entity, or for any purpose following substantial completion of the project.
- 2.0 Consultant's services shall be provided consistent with and limited to the standard of care applicable to such services, which is that Consultant shall provide its services consistent with the professional skill and care ordinarily provided by consultants practicing in the same or similar locality under the same or similar circumstances.
- 3.0 Consultant shall seek to comply with Building Codes applicable to the Project as is consistent with the professional standard of care and may seek and rely on the direction and input of public officials and others in doing so.



- 4.0 Consultant's services shall be limited to those expressly set forth above, and Consultant shall have no other obligations or responsibilities for the Project except for as agreed to in writing or as provided in this Agreement.
- 5.0 This proposal and all obligations described herein are intended for the sole benefit of the Parties and are not intended to create any third-party rights or benefits.
- 6.0 This proposal includes **two site visits** during the Construction Administration phase of the project.
- 7.0 All drawings and documents will be submitted electronically.
- 8.0 Drawings will be created using AutoCAD 2024 software.
- 9.0 The splash pad will be designed using industry standard equipment and components.
- 10.0 The domestic water supply, electric power, natural gas, heater combustion air ventilation, equipment room air ventilation, storm drain and sewer utilities to be designed by others. Consultant to provide equipment manufacture's requirements in order to assist with the above design work.

#### EXCLUSIONS TO SCOPE OF SERVICES

- 1.0 The Client's responsibilities shall include providing California Waters with the base data and project information in a timely manner, coordination and management of other team consultants to assure that the project schedule can be met, and prompt payment of invoices in accordance with the terms and conditions included herein. The specific items that are to be provided by the Client or other consultants include the following:
  - 1.1 Client input pertaining to project design issues and requirements including scheduling.
  - 1.2 Any other data that directly impacts California Waters ability to perform the design in an efficient and economic manner.
  - 1.3 Base sheets in digital (AutoCAD .dwg) format, including, but not limited to the proposed drawing title block, site plan and location of splash pad, floor plan illustrating the proposed splash pad equipment vault location.
- 2.0 It is agreed that changes in the Scope of Work requested by Client or by reason of revisions or changes in any applicable law, regulation, policy, standard or personnel of any governmental agency, district or utility company having jurisdiction over all or any part of the project after the date this Agreement shall constitute Extra Work, and Consultant shall be compensated for said Extra Work as agreed between Consultant and Client or on a time-and-materials basis pursuant to Consultant's then effective rate schedule. Client also understands and agrees that the costs of Consultants services are subject to change due to conditions encountered during the course of furnishing services, including but not limited to changes in the Scope of Work, delays, unanticipated or additional requirements imposed by government agencies, districts, utility companies, or other persons, acts of God, or actions of other parties.
- 3.0 No environmental documentation or support, including no environmental permitting.
- 4.0 No surveying or construction staking is included.



- 5.0 Local government approval meetings, hearings, etc., and preparation of presentation graphics will be under separate work authorization, if required.
- 6.0 Utilities design to the water feature points of connection to include: sanitary sewer, storm sewer, domestic water, and electrical distribution, and telephone or data communications.
- 7.0 Existing utility information research and mapping is not included and will be provided by Client.
- 7.0 Client agrees to pay the costs of permitting, checking and inspection fees, zoning, annexation and other applicable fees, assessment fees, soils engineering fees, soils testing fees, and all other professional service fees, permits, bond premiums, title company charges, blueprints and reproductions, and all other charges and expenses necessary for performance relating to the Scope of Work.
- 8.0 The existence, location, type and size of any underground utilities, improvements and/or obstacles **WILL NOT** be determined by Consultant. Consultant makes no promise, representation, or warranty, expressed or implied, as to the existence, location, type or size of any underground utility, improvement or obstacle. Client agrees to include as a condition of any construction contract relating to the project the requirement that the contractor verify the existence, location, type and size of any underground utilities, improvements or obstacles, whether shown on any construction plan or not, and if such requirement is not included in such construction contract, or if the contractor fails to verify the existence, location, type and size of any underground utilities, improvements or obstacles, Consultant shall not be liable for any delays, expenses or liability suffered by Client and Client agrees to defend and indemnify Consultant against any loss, damage, liability and costs, including attorneys' fees suffered or claimed by any other person by reason of the existence of any underground utility, improvement or obstacle, and any additional cost incurred by Consultant shall be deemed extra work for which Consultant will be paid on a time-and-materials basis pursuant to consultant then effective rate schedule.
- 9.0 Rain diverter – If a storm drain connection is not viable, additional design fees will be required to incorporate a settling system design into the project.
- 10.0 SWPPP Plan is not included in this proposal.
- 11.0 Operation and Maintenance manuals are not included in this proposal.
- 12.0 Bid document creation tasks are not included in this proposal.
- 13.0 The use of REVIT design software.
- 14.0 The Construction and installation of the splashpad.
- 16.0 Mock-ups of any kind.
- 17.0 Site lighting design work of any kind.
- 18.0 Landscape/hardscape design outside of splash pad area.



- 19.0 Special studies including but not limited to water quality analysis, wind studies, and environmental impact reports.
- 20.0 Electrical design does not include equipment or controls not specified by Consultant.
- 21.0 Design of the equipment room make-up air/air ventilation and/or heater intake and exhaust system design.
- 22.0 The production or review of As-Built drawings.
- 23.0 Splash pad ancillary facility design services to include the pool deck, pool deck drainage, hose bibs and associated domestic water supply, pool enclosure and gates, landscape, showers, sanitary facilities, lavatories, and drinking fountains.
- 24.0 Storm Water Management Programming, Civil site work, water remediation and runoff control per jurisdictional requirements.
- 25.0 Soils testing/engineering, including finalized geotechnical investigation report. Please note that unusual soil conditions such as expansive soils, fill soils, soils with low bearing capacity (under 2,000 psf) and high-water tables which require additional engineering will be considered an additional service and compensated for in conformance with exhibit "C" 2024 Hourly Engineering Rate Schedule. This includes piles, piers, and/or mat slabs, and dewatering systems.
- 26.0 If applicable, design of the splash pad equipment enclosure structure.
- 27.0 Design of natural gas supply to the splash pad heaters to include the gas pressure regulator.
- 28.0 Design of the splash pad heater ventilation system and routing.
- 29.0 Design of the equipment room make-up air/air ventilation system.
- 30.0 Seismic engineering for pipe hanging systems.
- 31.0 Design in REVIT.
- 32.0 Miscellaneous plan check and permit fees as may be required by regulatory agencies.
- 33.0 BIM plan generation.
- 34.0 Acoustic design services.
- 35.0 All construction projects require inspection and maintenance following completion of the work. Operation, inspection, and maintenance are the sole responsibility of the Project Owner and Consultant shall have no responsibility for any failures by the Project Owner or others to properly operate, inspect, or maintain the project.
- 36.0 All out of town travel related expenses are excluded and will be reimbursed as outlined in exhibit "C" of this proposal.





## INDEMNITY

- 1.0 Consultant and Client mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless from any and all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from their own negligent acts, errors or omissions, or willful misconduct in the performance of their services per this proposal, to the extent that each party is responsible for such damages, liabilities and costs on a comparative basis of fault.
- 2.0 In the event Consultant's indemnity obligations set forth above are in conflict with the Prime Agreement signed by Client for this specific project, Consultant agrees that the indemnity obligations provided in the Prime Agreement shall govern in all instances to the fullest extent permitted by law.
- 3.0 These indemnification provisions shall survive the termination or expiration of this Agreement and shall remain in full force and effect as long as permitted by law.

## USE OF DOCUMENTS

- 1.0 Client acknowledges the Consultant's construction documents as instruments of professional service. Nevertheless, the drawings and specifications shall become the property of Client upon completion of the work and payment in full of all monies due to the Consultant. Client shall not reuse or make any modifications to the drawings and specifications without the prior written consent of Consultant. Client agrees, to the fullest extent permitted by law, to indemnify and hold the Consultant harmless from any claim, liability or cost (including reasonable attorney's fees and defense costs) arising or allegedly arising out of any unauthorized reuse or modification of the construction documents by Client or any person or entity that acquires or obtains the plans and specifications from or through Client without the written authorization of the Consultant.
- 2.0 Electronic files may be provided by Consultant for review by Client and use by the Design Team in the preparation of construction documents. Consultant assumes no responsibility for determining whether the data or software format are correct, up-to-date, or together represent actual conditions, or liability for the translations or results thereof. Acceptance or use by Client of electronic files shall constitute a total release from liability, and as an indemnification for all costs or expenses from any claims, suits, judgments, or any other.





actions or liability as a result of such use. Under no circumstances shall delivery of the electronic files be deemed a sale by Consultant, and Consultant makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall Consultant be liable for any loss of profit or any consequential damages as a result of re-use of electronic files. Drawing plan views may be delivered in AutoCAD .dwg or Adobe .pdf format. Drawing detail sheets are considered proprietary and will be delivered in AutoCAD .dwg or Adobe .pdf format only.



## EXHIBIT "C" 2025 HOURLY ENGINEERING RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>HOURLY BILLING RATE</u>
Officer/Principal	\$200.00
Registered Engineer	\$175.00
Senior Project Manager	\$150.00
Project Manager	\$135.00
Design Engineer	\$125.00
Senior CAD Designer	\$100.00
CAD Designer	\$80.00
Project Coordinator	\$60.00
Administrative & Clerical Support	\$50.00

### LABOR FEES:

- Unless otherwise agreed, fees for professional services are based on the time charged to the project.

### RATE ADJUSTMENTS:

- The above hourly rates apply to work performed during the 2025 calendar year. Work performed after the end of 2025 will then be at the then-current rate schedule.

### EMERGENCY SERVICE RATES:

- For emergency work requested by clients with less than 48-hour notice, time shall be billed at a rate of 1.5x the above Hourly Rates, with a four-hour minimum charge.

### REIMBURSABLE EXPENSES:

- The following items will be expensed at direct cost-plus fifteen percent (15%) for the following:

- Air travel, lodging, auto rental, tolls, parking, meals and related expenses.
- Rental or purchase of materials and equipment.
- Sub-consultants.
- Outside blueprinting and reprographic services.
- Other outside expenses incurred for the project on behalf of the Client.

- In House Reproduction items will be expensed at direct cost-plus ten percent (10%) for the following:

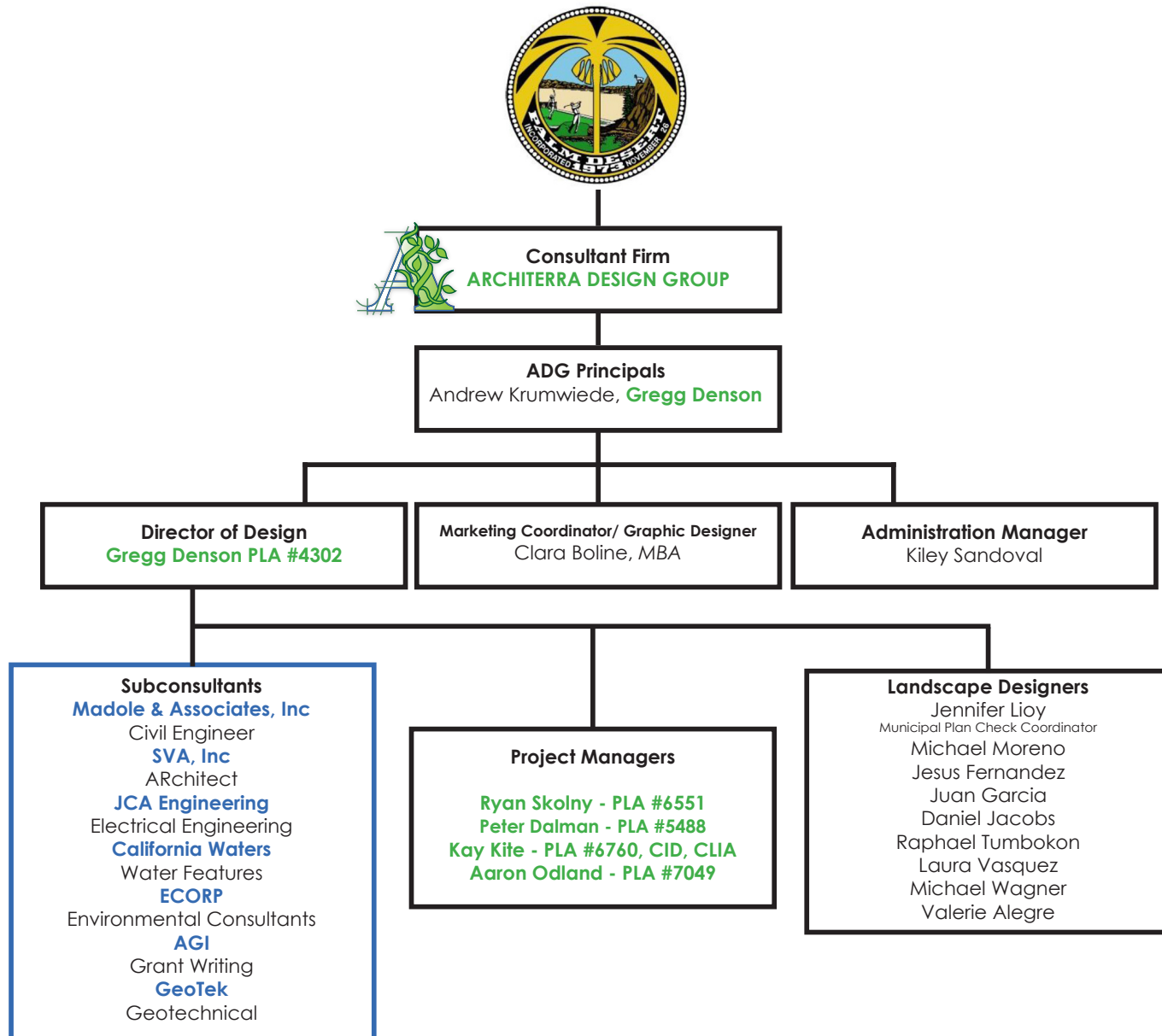
- Black & White Prints & Copies (8 ½" x 11 up to 12" x 18") \$0.20 per sheet
- Color Prints & Copies (8 ½" x 11 up to 12" x 18") \$1.30 per sheet
- Black & White Bond Plots & Copies \$0.92 per sheet
- Color Bond Plots & Copies \$1.74 per sheet
- Coil/GBC Punch Binding \$1.35 each

### NON-SOLICITATION:

- Client agrees not to solicit California Waters employees for direct employment with client without the explicit written approval from California Waters for a period of two years following employee's termination of employment with California Waters. Should client desire to arrange for direct employment with California Waters personnel, an equitable fee will be agreed to by and between California Waters and client for California Waters costs for recruitment, training, overhead and other costs associated with employee turnover.



## TEAM ORGANIZATIONAL CHART



### COLOR CODE LEGEND

- ASSIGNED FOR PROJECT
- IN-HOUSE PERSONNEL
- SUBCONSULTANT



## C. FIRM STAFFING AND KEY PERSONNEL

### Gregg Denson, ASLA, PLA#4302

President/Director of Design Landscape Architect



Mr. Denson is responsible for overseeing all aspects of project design from inception to completion. His duties would include participation in client meetings, design development, and finalization of all formal design exhibits.

He has been involved with the design of some of the firm's most challenging park, trail, and master planned projects. The talented design team he heads up works on projects focusing on sustainable design such as open space public gathering areas, retrofits of existing public facilities for resource conservation, specific plan developments for master planned communities, schools, mixed-use residential developments, trail planning, and open space preserve enhancement projects.

#### Industry Experience

- 30 Yrs Industry Experience
- 25 Yrs with ARCHITERRA

#### Certifications & Licensing

- Registered Landscape Architect California #4302
- ASLA
- CPRS
- California Native Plant Landscape Program

#### Education

- B.S. Landscape Architecture; California State Polytechnic University, Pomona

#### Relevant Project Experience

- **Hamilton Park**, Pomona, CA  
Role: Director of Design Landscape Architect  
City of Pomona | 2020



- **Hillbrook Park**, Signal Hill, CA  
Role: Director of Design Landscape Architect  
City of Signal Hill | 2023

- **Cucamonga Basin #6**, Upland, CA  
Role: Director of Design Landscape Architect  
San Bernardino Flood Control District | 2008



- **North Etiwanda Preserve**, Rancho Cucamonga, CA  
Role: Director of Design Landscape Architect  
San Bernardino County Special Districts | 2006



- **Rails to Trails Route 66**, Rancho Cucamonga / Rialto, CA  
Role: Director of Design Landscape Architect  
City of RC and Rialto | 2014



- **Desert Valley Conservation Area**, Joshua Tree, CA  
Role: Director of Design Landscape Architect  
County of San Bernardino | 2011

#### Relevant Experience



Trail Design



Open Space Planning



Park Design



Habitat Restoration



## C. FIRM STAFFING AND KEY PERSONNEL

### Peter Dalman, ASLA, PLA#5488

Project Manager



Mr. Dalman joined Architerra after nearly 20 years of professional experience providing landscape design and construction management at some of the finest landscape architecture firms in Southern California, including Disney Imagineering Studios. His portfolio includes a wide variety of municipal, public agency and private development projects.

His duties include all facets of project management for a diverse portfolio of clients. He has been a project manager for public agency and commercial campus design; private and public schools and universities; public parks, streetscapes; master planned residential communities, model homes, and open space including trails and parks.

#### Industry Experience

- 25 Yrs Industry Experience
- 6 Yrs with ARCHITERRA

#### Certifications & Licensing

- Registered Landscape Architect California #5488
- California Native Plant Landscape Program

#### Education

- B.S. Landscape Architecture; California State Polytechnic University, Pomona
- Minor in Ornamental Horticulture; California State Polytechnic University, Pomona

#### Relevant Project Experience

- **Hamilton Park**, Pomona, CA  
Role: Project Manager  
City of Pomona | 2020
- **Civic Center Amphitheater**, Moreno Valley, CA  
Role: Project Manager  
City of Moreno Valley | 2023
- **Sunset Park**, Montclair, CA  
Role: Project Manager  
City of Montclair | 2022 - Present
- **Dominguez Park**, Redondo Beach, CA  
Role: Project Manager  
City of Redondo Beach | 2022 - Present
- **Wildomar 20-acre Passive Park**, Wildomar, CA  
Role: Project Manager  
City of Wildomar | 2023 - Present
- **Saratoga Park**, Montclair, CA  
Role: Project Manager  
L.D. King | 2023- Present



#### Relevant Experience



Trail Design



Sportsfields Design



Park Design



Active and Passive Design



## C. FIRM STAFFING AND KEY PERSONNEL

### Kay Kite, ASLA, PLA#6760, MLA, ASIC, CID, CLIA

Project Manager



#### Industry Experience

- 26+ Yrs Industry Experience
- 1.5 Yrs with ARCHITERRA

#### Certifications & Licensing

- Registered Landscape Architect California #6760
- Certified Irrigation Designer (CID)
- Certified Landscape Irrigation Auditor (CLIA)

#### Education

- Master Landscape Architecture (MLA) from Cal Poly Pomona
- Certified Irrigation Designer (CID) and a Certified Landscape Irrigation Auditor (CLIA)

Kay comes to ADG with over twenty-five years of practical and theoretical irrigation training as well as her experience as a senior Landscape Architect. Her practice includes site design, campus and urban planning, planting design, and project management. She specializes in water conservation, native plant palettes, and efficient irrigation designs.

Her experience includes designing projects that from small private residences, university campuses, parks of all sizes, along with commercial and industrial projects. She has worked directly with contractors and maintenance personnel both pre and post construction to provide site inspections and to assist and refine designs for longevity and practicality while maintaining the desired aesthetic.

#### Relevant Project Experience

- **Ayala Park Splash Pad**, Bloomington, CA  
Role: Project Manager  
City of Bloomington | 2023-Present
- **Ketchum-Libolt Park**, Costa Mesa, CA  
Role: Project Manager  
City of Costa Mesa | 2023-Present
- **Mackay Park Pickle Ball Courts**, Lake Arrowhead, CA  
Role: Project Manager  
City of Lake Arrowhead | 2023-Present
- **Four Elementary School "Greening" Projects**, Los Angeles, CA  
Role: Project Manager  
Los Angeles Unified School District (LAUSD) | 2023-Present

#### Relevant Experience







## C. FIRM STAFFING AND KEY PERSONNEL

### Ryan Skolny, ASLA, PLA#6551

Project Manager



Ryan Skolny began with ADG in 2014, and advanced quickly to his current position because of his ability to manage projects, as well as identify and implement the design and planning process. Mr. Skolny is very familiar with trail system design and preparing conceptual plans and construction documents. He brings a wealth of knowledge in landscape architecture design and senior project manager expertise.

Mr. Skolny is very familiar with preparing bid ready documents for new projects and irrigation and planting drought tolerant retrofits and park planning.

#### Industry Experience

- 21 Yrs Industry Experience
- 11 Yrs with ARCHITERRA

#### Certifications & Licensing

- Registered Landscape Architect California #6551

#### Education

- Master of Science in Landscape Architecture, Cal Poly, Pomona.
- BA Landscape Architecture, AA Landscape Architecture

#### Relevant Project Experience

- **Grand Park Splash Pad**, Ontario, CA  
Role: Project Manager  
Lennar | 2020 - 2023
- **Atwell Open-Space and Trails**, Banning, CA  
Role: Project Manager  
Tri Pointe | 2022 - 2024
- **Edenglen Dog Park**, Ontario, CA  
Role: Project Manager  
Brookfield Properties | 2022 - Present
- **Atwell Pickleball Courts and Parks**, Banning, CA  
Role: Project Manager  
Tri Pointe | 2022 - 2024
- **East Park in Parklane**, Ontario, CA  
Role: Project Manager  
Lennar | 2023 - 2024
- **Tiera Rejada Park and Playground Improvements**, Moorpark, CA  
Role: Project Manager  
City of Moorpark | 2020 - 2023

#### Relevant Experience



Trail Design



Water Feature Design



Park Design



Local Desert Designs





## C. FIRM STAFFING AND KEY PERSONNEL

### Aaron Odland, SITES AP Certified, PLA#7049

Project Manager



#### Industry Experience

- 18+ Yrs Industry Experience
- 1 Yr with ARCHITERRA

#### Certifications & Licensing

- Registered Landscape Architect California #7049
- Registered Landscape Architect Texas

#### Education

- Master of Landscape Architecture, UC Berkeley
- SITES AP Certified

Mr. Odland has over 18 years of professional experience providing landscape design and construction management at national and state award winning landscape architecture firms in Southern California and Central Texas. His portfolio includes a wide variety of municipal, public agency and private development projects.

At Architerra, Mr. Odland's duties include all facets of project management for a diverse portfolio of clients. In his career, he has been a project manager for public agency and commercial campus design; private and public schools and universities; public parks, streetscapes; master planned residential communities, model homes, and multi-family housing.

#### Relevant Project Experience

- [MacArthur Park](#), Montclair, CA  
Role: Project Manager  
LD King, Civil Engineering | 2024 - Present
- [Panorama Promenade Slope Trail](#), Signal Hill, CA  
Role: Project Manager  
City of Signal Hill | 2024 - Present
- [Griffith Paseo Park](#), Round Rock, TX  
Role: Project Manager  
McKinney York Architects | 2023 - Present
- [Plum Creek Cultural Trail](#), Kyle, TX  
Role: Project Manager  
Momark Developers | 2022 - Present
- [Midtown Houston Park](#), Houston, TX  
Role: Project Manager  
Midtown District | 2022 - 2023
- [La Verde Park and Splash Pad](#), Kyle, TX  
Role: Project Manager  
Momark Developers | 2022 - 2023

#### Relevant Experience





## C. FIRM STAFFING AND KEY PERSONNEL

### Laura Vasquez, Spanish Interpreter

Landscape Designer



Laura has been with ADG for 3 years, and has experience training new designers in drafting and design projects. Her practice includes planting design and water conservation, irrigation redlines and concepts and conceptual design.

Laura is from Peru, living there until college, and is a native Spanish speaker capable of being an interpreter for community outreach efforts and meetings.

#### Industry Experience

- 5 Yrs Industry Experience
- 3 Yrs with ARCHITERRA

#### Education

- Master of Landscape Architecture, UC Berkeley

#### Relevant Project Experience

- [Atwell Open-Space and Trails](#), Banning, CA  
Role: Landscape Designer  
Tri Pointe | 2022 - 2024
- [Wildomar 20-acre Passive Park](#), Wildomar, CA  
Role: Landscape Designer  
City of Wildomar | 2023 - Present
- [Hillbrook Park](#), Signal Hill, CA  
Role: Landscape Designer  
City of Signal Hill | 2023
- [Duarte City Hall](#), Duarte, CA  
Role: Landscape Designer  
City of Duarte | 2020
- [Atwell Pickleball Courts and Parks](#), Banning, CA  
Role: Landscape Designer  
Tri Pointe | 2022 - 2024

#### Relevant Experience



Trail Design



Planting Design



Irrigation Design



Native Plant Design