

**PLEASANT VALLEY RECREATION & PARK DISTRICT  
CITY OF CAMARILLO, CITY HALL COUNCIL CHAMBERS  
601 CARMEN DR., CAMARILLO, CALIFORNIA**

**BOARD OF DIRECTORS  
SPECIAL MEETING AGENDA  
May 1, 2019**

**FOLLOWING 6:00 P.M. REGULAR BOARD MEETING**

**SPECIAL MEETING**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. ADOPTION OF AGENDA**

**5. OPEN COMMUNICATIONS/PUBLIC FORUM**

In accordance with Government Code Section 54954.3, the Board reserves this time to hear from the public. Pursuant to Government Code Section 54956, no business other than what is set forth in this special meeting agenda may be considered by the Board. If you would like to speak about an item on the agenda, we would prefer you complete a Speaker Card and wait until it comes up. Speakers will be allowed three minutes to address the Board.

**6. NEW ITEMS-DISCUSSION/ACTION**

**A. Consideration and Bid Award for Architectural Design Services for the Arneill Ranch Park Renovation Project and Adopt Resolution No. 627 Authorizing a Concurrent Capital Budget Adjustment**

Selection of Withers & Sandgren, LTD. to provide community outreach and design services for the Arneill Ranch Park Renovation Project and providing a budget adjustment for said services.

**Suggested Actions:**

- 1) A MOTION to Approve and authorize the General Manager to enter into an agreement with Withers & Sandgren, LTD. for architectural design services for the Arneill Ranch Park Renovation Project. -AND-
- 2) A MOTION to Adopt Resolution No. 627 approving a Capital Improvement Budget adjustment in the amount of \$105,472.67 for the design of the Arneill Ranch Park Renovation Project.

**7. ORAL COMMUNICATIONS**

Informal items from Board Members or staff not requiring action.

**8. ADJOURNMENT**

**Note:** Written materials related to this agenda are available for public inspection in the Office of the Clerk of the Board located at 1605 E. Burnley Street, Camarillo during regular business hours two business days preceding the scheduled Special Board Meeting.  
**Announcement:** Public Comment: Members of the public may address the Board on any agenda item before or during consideration of the item. [Government Code section 54954.3] Should you need special assistance (*i.e.* a disability-related modification or accommodations) to participate in the Board meeting or other District activities (including receipt of an agenda in an appropriate alternative format), as outlined in the Americans With Disabilities Act, or require further information, please contact the General Manager, at (805) 482-1996, extension 114. Please notify the General Manager 48 hours in advance to provide sufficient time to make a disability-related modification or reasonable accommodation.

**PLEASANT VALLEY RECREATION AND PARK DISTRICT  
STAFF REPORT / AGENDA REPORT**

**TO: BOARD OF DIRECTORS**

**FROM: MARY OTTEN, GENERAL MANAGER**  
**By: Anthony Miller, Administrative Analyst**

**DATE: May 1, 2019**

**SUBJECT: CONSIDERATION AND APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH WITHERS AND SANDGREN, LTD. FOR ARCHITECTURAL DESIGN SERVICES FOR THE ARNEILL RANCH PARK RENOVATION PROJECT AND ADOPT RESOLUTION NO. 627 WITH A CONCURRENT CAPITAL BUDGET ADJUSTMENT**

**SUMMARY**

The Pleasant Valley Recreation and Park District Board of Directors approved and authorized the General Manager to issue a Request for Proposals (“RFP”) from experienced architectural firms to provide community outreach services and prepare the design concepts for the renovation of Arneill Ranch Park. After interviews and reviews of two complete proposals, staff is recommending Withers & Sandgren, Ltd. for the project.

**BACKGROUND**

Arneill Ranch Park was developed in 1980 as a five-acre park. It is home to fitness stations, an age 3 to 12 play structure, restroom, uncovered picnic tables, and the city’s only non-school running/walking track open to the public. This park sits between Arneill Drive and Sweetwater Avenue and has twenty-four available parking spaces. The park serves as the District’s “fitness-focused” park and is one of the District’s most passively used parks. Arneill Ranch Park provides space for practices, dog walking, recreational walking, picnic rentals, and District programming.

During the January 2019 District Board meeting, staff was directed to pursue options for the redesign of Arneill Ranch Park in light of its continued maintenance issues regarding the restroom, track, and irrigation system. District staff recognized that the renovation of Arneill Ranch Park would address a top need of the District, as defined in the 2018 Senior and Community Recreation Center Facility Needs Assessment. Accordingly, staff broached the topic of pursuing Proposition 68 grant funding for the renovation of qualifying District parks. It has been determined that the park site is eligible for grant funding from the Statewide Park Program (“SPP”), a grant program funded by the passage of Proposition 68 in June 2018.

On April 15, the District Board approved a Request for Proposals for Architectural Design services for Arneill Ranch Park which would develop a renovation plan in accordance with the guidelines set out within the Statewide Park Program. Proposals were accepted until April 26, 2019 and two proposals were submitted. Interviews took place on April 29, 2019 with District staff.

## ANALYSIS

At 4:00 pm, April 26, 2019 all proposals were due.

	<b>Withers &amp; Sandgren, Ltd.</b>	<b>RRM Design Group</b>
<b>Bid Amount</b>	\$95,884.25	\$93,090.00

The focus of the District's Request for Proposals was a design process that could be performed in harmony with the Statewide Park Program Guidelines. The architectural firms were charged to propose services that would include five community meetings while including the following key components: a) a walking/running track, b) a restroom, c) a play structure and d) fitness equipment. Additionally, the firms were asked to consider SITES design standards and planning on an accelerated timeline in their proposals.

Two proposals were received and evaluated by staff utilizing the following criteria:

1. Cost of services to be rendered
2. Breakdown of work to be performed
3. Description of the proposed schedule and the approach used for community outreach
4. History of similar projects completed
5. Ability to perform work on schedule
6. Experience with grant-funded projects

This comparison resulted in staff recommending Withers & Sandgren, Ltd. The proposal by Withers & Sandgren, Ltd. is included as Attachment 1. Their proposal successfully satisfied all the criteria set out in the RFP and provided evidence of a firm extremely familiar with the grant eligibility requirements placed upon the design process. Furthermore, included in the price with their proposal was the final project report, an item that was listed as an optional expense with RRM Design's proposal. Staff considers this necessary and the additional cost of this item pushed RRM Design's total proposal cost over \$100,000. Additional analysis of the proposals showed Withers and Sandgren put a great deal of critical thought into the timeline of the project and used the District's published meeting schedules and anticipated committee schedules to form a complete project outline that is included below.

### PROPOSED PROJECT SCHEDULE:

#### **1 General Development and Community Outreach**

- 1.1 – Kick off Meeting with District
- 1.2 – Topographic Survey – 5/1 - 5/15
- 1.3 – Information Gathering/Site Analysis – 5/1 - 5/15
- 1.4 – **Community Meeting #1 (Weeknight Event, Design Charette) – 5/21**
- 1.5 – **Community Meeting #2 (Weekend Event, Design Charette) – 6/1**
- 1.6 – Long Range Planning Committee Meeting – 6/4
- 1.7 – **Community Meeting #3 (Pop-up Evening Event, Design Charette) – 6/5**

#### **2 Schematic Design Development**

- 2.1 – Develop Design Alternatives – 6/6 - 6/14
- 2.2 – Review of Alternatives with PVRPD – 6/13
- 2.3 – **Community Meeting #4 (Weekend Event, Presentation of Alternatives) – 6/15**
- 2.4 – Develop Final Design Plan – 6/17 - 6/28
- 2.5 – Review Final Design Plan with PVRPD – 6/27
- 2.6 – Refine Final Design Plan – 6/28 - 7/2
- 2.7 – Present Draft Final Design Plan to PVRPD Board – 7/3

- 2.8 – Meet with PVRPD to Review and Discuss – 7/8
- 2.9 – Revise Schematic Design as Needed – 7/9 - 7/15
- 2.10 – Community Meeting #5 (Weekend Event, Final Design Presentation) – 7/16**
- 2.11 – Meet with PVRPD as Needed – 7/16
- 2.12 – Prepare Final Plan Submittal -7/18 - 7/31
- 2.13 – Present Final Report to District Board – 8/7

### **FISCAL IMPACT**

The District has not yet allocated funding for this project. Staff is recommending that the District Board designate \$105,472.67 (amount includes a 10% contingency) out of the Capital Improvement Budget. The Capital Improvement Budget currently has \$2,844,736 available for projects, therefore there are unallocated funds available to cover the budget request.

### **RECOMMENDATION**

It is recommended that the Board of Directors take the following actions:

1. Authorize the General Manager to enter into a professional services agreement with Withers & Sandgren, Ltd. for architectural design services for the Arneill Ranch Park Renovation Project in the amount of \$105,472.67
2. Review and Adopt Resolution No. 627 approving a Capital Improvement Budget adjustment in the amount of \$105,472.67 for the design of the Arneill Ranch Park Renovation Project.

### **ATTACHMENTS**

- 1) Withers & Sandgren, Ltd. Proposal (47 pages)
- 2) Withers & Sandgren, Ltd. Fee Schedule (1 page)
- 3) Professional Agreement (20 pages)
- 4) Resolution No. 627 (1 page)



REQUEST FOR PROPOSAL FOR THE  
PLEASANT VALLEY RECREATION AND PARKS DISTRICT

# Arneill Ranch Park Renovation

April 26, 2019



*Prepared By*  
**WITHERS & SANDGREN, LTD.**

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Barbara Hall Engineering, PE, Inc.

JT Engineering

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APPENDIX A

Additional Project Samples

April 26, 2019



Mr. Anthony Miller  
Pleasant Valley Recreation and Park District  
1605 East Burnley Street  
Camarillo, CA 93010

RE: Statement of Qualification for Arneill Ranch Park Renovation  
Design and Architectural Services

Dear Mr. Miller:

Withers & Sandgren, Ltd. (WS) would like to thank you for the opportunity to submit our Statement of Qualifications for landscape architectural services to Pleasant Valley Recreation & Parks District for the Arneill Ranch Park Renovation Project. Withers & Sandgren has gained tremendous experience in park renovation through complex public projects, coordinating with multiple agencies and stakeholders. We are uniquely qualified to offer insightful, creative, sensitive and successful approaches to sustainable landscape design.

Withers & Sandgren has designed and implemented park projects located all over the Southern California region ranging in size from 6 acres to 130 acres. Withers & Sandgren's strength is park design. Each park design generated by Withers & Sandgren is unique and responsive to the community, to the site, and to its history. We will integrate sustainable and best management practices as desired by the Pleasant Valley Recreation and Park District. We will work diligently to implement Low Impact Development (LID) strategies in our approach to designing with permeable surfaces, green/recycled materials, smart irrigation and drought tolerant native and Mediterranean plantings. We have worked with architects to implement LEED criteria in the siting of community buildings within park renovation projects for the City of Los Angeles.

As LEED AP certified, Jan Sandgren will provide guidance for grant compliance and SITES criteria. Her specific interest and expertise is storm water management and environmental/habitat enhancement through the use of native plants, soil amendment and permeability. She is currently working with the Watershed Conservation Authority on the construction document package with grant driven funding for the River Wilderness Park in the City of Azusa. We also offer over twenty three years of experience preparing design and construction documents for public and private spaces ensuring that we have a clear and practical understanding of what is involved in constructing and maintaining our designs.

Withers & Sandgren is an S Corporation comprised of two strong and experienced principals with complementary backgrounds to assist the project. Acting as lead principal, Lacey Withers offers a broad range of project management, urban planning and landscape design skills. Lacey has spent most of her career working with cities and agencies in revitalizing existing parks and urban open spaces. Lacey Withers' professional emphasis and expertise is in public park design, drought tolerant and native plants design and bio-engineering for erosion control, storm water management and water quality treatment. Between 2010 and 2016, I was project manager for three Los Angeles park projects each awarded just under \$5,000,000 from the Proposition 84 grant

funding. I was responsible for creating the Public Involvement Plan, organizing the events and facilitating the meetings that maximized the point system to support the grant application.

Withers & Sandgren has a strong and experienced staff of three additional landscape architects/designers with public work experience and graphic capabilities as well as two part-time administrative support staff. Our approach as landscape architects for this specific project is to partner with the civil engineer to produce accurate concept plan alternatives and reduce potential cost estimate overruns.

We have assembled a team of professionals with whom we have worked with on many projects together and have compatible and supportive work styles. Our team for the Arneill Ranch Park Renovation is as follows.

- Withers & Sandgren, Landscape Architecture and Planning – Prime Contact: Lacey Withers
- Barbara Hall Civil Engineering – Principal Contact: Barbara Hall
- JT Civil Engineering and Survey – Principal Contact: Tony Jacobs
- Languages 4 You, Interpretive Services – Principal Contact: Delia Torrez (as needed)

We are committed to working with Pleasant Valley Recreation & Parks District, the community, plus other State and local agencies as necessary to produce comprehensive, quality work which will move through the approvals process in a timely manner. Our approach for this well-loved park site will be to utilize our experience and knowledge of park design to assist the community in the creation of a unique, beloved and well balanced recreational and natural park environment.

We are current with our State of California certification #C2042544. Withers & Sandgren is registered as a WBE firm with CalTrans and is also certified as an SBE with the Los Angeles Unified School District. Lacey Withers is a licensed landscape architect CA #3820. Jan Sandgren is LEED AP.

Please find enclosed our team's firm profiles, resumes, references, hourly rates and relevant work experiences for your review. We appreciate the opportunity to serve Pleasant Valley Recreation and Parks District and look forward to hearing from you.

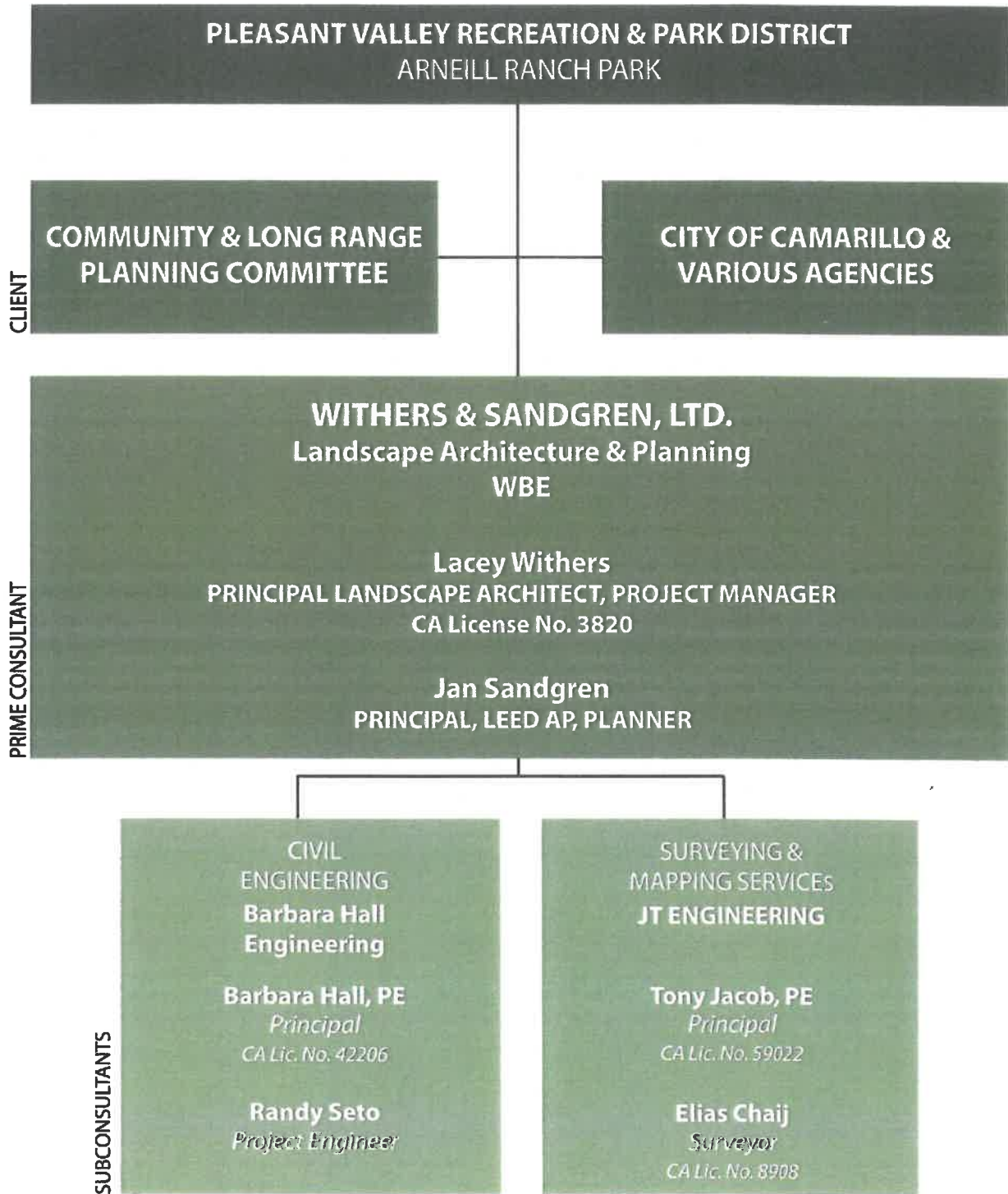
Respectfully submitted,



Lacey Withers, ASLA  
Principal, Withers & Sandgren, Ltd



# TEAM ORGANIZATION CHART



## EXPERIENCE

*Withers & Sandgren, Ltd.*

Withers & Sandgren is a professional consulting firm offering services in Landscape Architecture, Urban Design and Environmental Master Planning. The principals, Lacey Withers and Jan Sandgren have assembled a firm of highly talented people with a diversity of experience. Within this diversity lies a shared vision of applying natural processes and incorporating sustainable systems within projects of any scale.

We firmly believe we can improve, protect, enrich, and enhance our community through inspired planning and design. Our own desire to create exceptional and memorable spaces for the user, results in a design process, which goes beyond basic problem solving to address the inherent environmental dynamics and aesthetic potential of the site. Our approach takes into consideration client's needs, financial constraints and environmental considerations while focusing on sustainable solutions that are both aesthetic, and sensitive to the user group. We have gained a reputation for being exceptionally responsive to clients and for managing projects efficiently, as the principals are directly involved with each project. For this reason WS has chosen to maintain a small but effective corporate structure.

Withers & Sandgren (WS) collective years of experience in landscape architecture directly relates to environmental issues and the redefinition of urban environmental practices. Our guideline packages produced in the last five years for both drought tolerant and sustainable landscape have set standards that many agencies are currently following. Water management, fire safety, urban environmental practices, erosion control and tree preservation are woven into the majority of their projects. The firm also has practical experience in site restoration, ADA retrofitting and signage design. Projects have encompassed large scale City and County Park work, City advisory work, industrial, commercial and institutional work, and residential master planning.

Understanding that parks are many things to many people, we feel that creative alternatives that serve these public needs are waiting to be explored, particularly in the educational area. We are dedicated to discovering what more parks can provide in the way of enticement, inspiration, and interaction. It is through our public projects that WS has gained an appreciation for the open space crisis in Los Angeles and the tremendous pressure on the agencies that manage it. The realization that, at 4%, the amount of open space is by far the smallest of any other major urban center in this country, has prompted a deep commitment to focusing much of our energies on public work that involves open space.

With such limited space to serve so many, maximizing the potential of each site is critical. Within this crowded context it is also essential to provide a diversity of experience from active recreational facilities to more serene alternatives that allow and encourage human contact with nature. Withers & Sandgren look forward to a long and positive relationship with public agencies that share our commitment to the design of parks that stretch the limits of imagination and maximizing the potential of park sites and open spaces in Southern California.

## LACEY WITHERS

Principal, Withers & Sandgren, Ltd.



Over the course of her career in Landscape Architecture, Lacey has served as designer and project manager for numerous projects including residential, park, commercial development and institutional. She has experience in all phases of implementation, from planning and schematic design through construction documents and site observation and is also an expert on water conservation and co-authoring water conservation guidelines. She is the founding principal of the firm, in business since 1994.

*"It is the public work that I find most gratifying, the creation and preservation of beauty within the surroundings of the urban population and the synthesis of nature, city and art."*

### Credentials

Registration: CA Landscape Architect # 3820

Professional Affiliation: ASLA

Education: BS Landscape Architecture, California State Polytechnic University, Pomona

### **Puente Hills Landfill Park Master Plan, EIR and Community Outreach – 2017**

Lacey was the lead principal for the Los Angeles County Parks and Recreation master plan developing 142 acre regional park atop the former second largest landfill in the nation. Ongoing landfill environmental systems are a challenge for park phasing and implementation. A sustainable design approach included multi-modal transportation considerations, bike skills, gravity play, waste recycle education and state-of-the art Green Building Visitor Center construction. Withers & Sandgren worked closely with both 1<sup>st</sup> and 4<sup>th</sup> Supervisor Districts.

### **Jacaranda Neighborhood Park – 2017**

Lacey managed the design development and the construction package for the Jacaranda Neighborhood Park project in the Watts district of Los Angeles. A series of five community workshops were conducted by Lacey and the team which produced a rich palette of activities and design ideas for the park. These ideas were ultimately distilled into a beautiful five acre park site utilizing the Department of Water and Power corridor running through the neighborhood. Recycled materials, reduction of turf, water wise plantings, and height restrictions for design elements due to power lines were significant aspects of the design criteria. This project was awarded \$5,000,000 in grant funding from the Proposition 84 Statewide Park Development and Community Revitalization Program in 2012.

### **Descanso Gardens Oak Woodland – 2014**

Lacey was principal landscape architect and project manager responsible for the concept development, planning, design and construction documents for the new Oak Woodland at Descanso Gardens. The 5 acre site was sitting in wait, neglected and closed to the public for many years. The recently opened site renovation transforms this area of the Gardens into one that reclaims the landscape from exotic invasive species and unsafe conditions and returns it to reflecting an authentic California Oak Woodland. The project included native plant communities, restoring meadows and chaparral, temporary above ground irrigation to aid in plant establishment, new maintenance road alignment, as well as overlooks and informal gathering spaces. New trails and boardwalks provide a closer look at the lake and engage visitors with the newly restored landscape.

### **Whittier Narrows Equestrian Center and Horseman's Park Renovation – on-going**

As project manager for this 40 acre site renovation, Lacey was responsible for the planning and design of future enhancements to create a state of the art equestrian facility for the County of Los Angeles. The project included the overseeing of hydrology studies, environmental mitigation and restoration of the adjacent San Gabriel River, infrastructure assessment and improvements, regulatory permitting compliance and requirements and jurisdictional constraints from overseeing agencies including the Army Corp of Engineers, Fish and Game and Fish and Wildlife. Lacey conducted three community outreach meetings and presented various design concepts to solicit input from neighbors, boarders, and stakeholders. The final design concept houses 204 horses and includes 7 arenas, a horse rental and petting zoo area, show grounds, bioswales and detention ponds for stormwater catchment, cleaning and release, solar lighting, permeable paving, and native vegetation.

### **Frank G. Bonelli Equestrian Center – 2017**

Lacey is working closely with the County of Los Angeles Parks and Recreation and the current concessionaire to improve a run-down Los Angeles County Equestrian Facility located in San Dimas, California. Improvements to the facility include: new fully covered pipe stall barns, pipe panels for older pipe barns, covered manure storage area with connections to sewer, covered equipment storage buildings, new concession building, stormwater and drainage improvements, bio-detention basin, arena fencing, rental horse facility and picnic area.

### **Boulder Bay Park –2012**

Lacey was the project manager for this spectacular lakefront park that is popular for all season recreation in the City of Big Bear Lake. Improvements to this bare site within the alpine forest included: shoreline erosion control, boulder outcrops, meadow grasses, wildflowers, native pine trees, lakefront trails, a fishing dock, a boat ramp and a covered group picnic pavilion and overlook. Protection measures and aesthetic improvements are currently being completed for existing spawning grounds in the adjacent stream.

### **City of La Habra, La Bonita Park –2006**

As project manager and designer for the renovation of this 22-acre park in the City of La Habra Lacey was responsible for overseeing the project from conceptual design and community workshops, construction documents, bidding and construction observation. Lacey as prime consultant managed the consultant team that included a civil engineer, architect, electrical, mechanical and soils engineers. The new design replaced one dilapidated softball field with four, state of the art, lighted softball fields, and includes a new restroom concession building, children's play area, new parking lots, paths, and picnic tables. The park renovation also included a drainage study and detention basin and swale for 100 year flood protection.

### **Whittier Narrows Park Entry Improvements and Beautification Project – 2004**

Lacey was the lead project manager, selected by the 1<sup>st</sup> District, and Los Angeles County Parks and Recreation to provide an aesthetic vision that would unify various areas of the 1,600-acre Whittier Narrows Recreation Area in South San Gabriel. Choosing from approximately a dozen problem areas, specific sites that were lacking good traffic and pedestrian way finding elements, and were in need of landscape and beautification improvements were addressed in a conceptual needs assessment plan. Lacey took the findings to the community to select specific areas for detailed design development. The firm provided innovative and creative structural and monumental features such as new Mission Revival styled gateway towers, walls, restroom and concession architectural imagery, signage and refurbished parking areas to enhance the 40 year old park.

Remove your new Pocket Certificate from the receipt portion and carry it with you at all times.

LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE  
2420 DEL PASO ROAD, SUITE 105  
SACRAMENTO, CA 95834  
916 575-7230

08/04/17  
08/04/17

CUT HERE

CUT HERE



CALIFORNIA ARCHITECTS BOARD  
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE  
2420 DEL PASO ROAD, SUITE 105  
SACRAMENTO, CA 95834  
916 575-7230



CUT HERE

CERTIFICATE NO. 3820  
**Landscape Architect**

EXPIRATION  
08/30/19

LACEY MCANINCH WITHERS  
20948 TULSA STREET  
CHATSWORTH CA 91311

Signature *Lacey McAninch Withers*

RECEIPT NO.  
72140791

**I M P O R T A N T**

1. Please include your Certificate Number on any correspondence to this office.
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3. Report any loss of this certificate immediately in writing to the Program.
4. Please sign and carry the Pocket Certificate with you.

CERTIFICATE NO. 3820

EXPIRATION DATE 08/30/19

RECEIPT NO. 72140791

**This is your receipt. Please save for your records.**

## JAN SANDGREN

Principal, Withers & Sandgren, Ltd.



Jan's professional emphasis is environmental restoration and protection, applied to residential and urban projects. Her expertise in planting designs, urban sustainability methods, and bio-engineering for erosion control have been successfully applied to small residential designs, public parking lots and to regional parklands. She has managed master plans and construction implementation projects involving numerous government agencies, multi disciplinary teams, and special interest groups. Her eight years with a design firm as campus planner to a major university honed communication and negotiation skills. Jan is a principal of 21 years at Withers & Sandgren.

*The micro scale is of equal importance in both planning and design. "It is at the intimate level where good design allows people the opportunity to relate and absorb the beauty and enlivening potential of nature. It is where the respect for our surroundings begins.*

### **Credentials**

*Professional Affiliation:* LEEP AP

*Education:* BLA, University of Oregon, Eugene, Oregon

### **Mill Creek Wetlands, NMC Builders & City of Ontario, CA, Chino, CA - 2014**

Seventy acres of treatment wetlands within the Prado flood control basin are in a first phase of development for the City of Ontario. Under Jan's leadership Withers & Sandgren provided construction documents for the wetland plantings that treat stormwater runoff from the city's residential and commercial developments. Custom recreational amenities were designed to enhance user experiences. Amenities include trails, information areas with interpretive signage and a connection to a regional trails and bikeways.

### **River Wilderness Park – ongoing**

This future passive park is located adjacent to the stunningly beautiful natural river banks of the San Gabriel River in upper Azusa. The San Gabriel Mountains Monument status elevates the significance of this special park as THE gateway to the forest. Jan is the project manager and park designer. Massive sewer, gas and water lines are being brought up Highway 39 and into the site. Jan is coordinating with CalTrans on a traffic circle on Highway 39 at the park entrance. The elegantly rustic park includes log structures, day camping, a bicycle path, picnic facilities and nature play.

### **Emerald Necklace Recreation Master Plan, Watershed Conservation Authority - 2017**

The Emerald Necklace is an extraordinary 17 mile loop of trails and parks along the San Gabriel and Rio Hondo Rivers. Jan managed a feasibility and implementation planning project utilizing County of Los Angeles owned lands. The expanse of the project involves 44 projects, approximately 16 cities, multiple agencies involved in the river corridors, multiple stakeholders, the WCA and County of LA Flood Control District, as well as extensive community outreach efforts.

### **Rio de Los Angeles Park (Taylor Yard) and San Fernando Road Widening – 2007**

This high profile, 40 acre park site is owned by the State, and leased by the City of Los Angeles. Design, development, and construction efforts had to coordinate seamlessly between two agencies. Jan was the project manager for a team of consultants who applied LEED criteria to stormwater management, parking lot, and building design. Half of the park site provides a variety of recreation fields and courts while the other half of the park is passive play.

## **PATTY NALLE**

*Landscape Architect, Withers & Sandgren, Ltd.*

Patty has served as landscape architect and project manager on numerous public projects including neighborhood park improvement projects, streetscapes, and recreation and environmental master plans. Additionally, she has experience with institutional and commercial development projects. She has managed all phases of implementation, from planning and schematic design through construction documents and site observation. Patty completed her MLA degree in Landscape Architecture at University of California at Berkeley and is licensed in the State of California.

### **Whittier Narrows Equestrian Center and Horseman's Park Renovation – 2012**

Coordinating with a team of engineers, hydrologist, and biologist, Patty produced the plans and graphics for a series of three workshops which served to focus the needs of the local equestrian community. The final design concept provides for housing of 204 horses, 7 arenas, a horse rental and petting zoo area, show grounds, bioswales and detention ponds for stormwater catchment, cleaning and release, solar lighting, permeable paving, and native vegetation.

### **Jacaranda Neighborhood Park – 2011**

Five community workshops were conducted and the neighborhood preferences were distilled into a five-acre neighborhood park utilizing the Department of Water and Power utility corridor. Patty oversaw the development of construction drawings, refining the details and modifying the elements to meet DWP safety concerns and new water conservation standards while still maintaining the neighborhood vision of a safe, green oasis.

### **River Wilderness Park – 2012**

As the landscape architect for the project Patty is developing children's play elements constructed from natural materials and integrating them into an exploratory landscape that will provide an introduction to the Angeles National Forest environment. The park is situated at the last bend of the San Gabriel River before it flows out into the San Gabriel Valley.

### **Taylor Yard and San Fernando Road Widening / Rio de Los Angeles Park - 2007**

This high profile, 40-acre park site is owned by the State, and leased by the City of Los Angeles. Design, development, and construction efforts had to coordinate seamlessly between two agencies. Patty was the project landscape architect working with a team of consultants who applied LEED criteria to stormwater management, parking lot, and building design. Half of the park site will provide a variety of recreation fields and courts while the other half of the park will be passive play. Schematic design through permitted construction documents was accomplished in one year.

### **Coldwater Canyon Reservoir Park, City of Beverly Hills - 2010**

A new park over the lid of Coldwater Reservoir will serve the community along Coldwater Canyon as a passive open space with running/jogging track, colorful plantings, a fountain, and custom amenities. Patty was the designer for the project that required community, commission, and council design approval.

# PROJECT UNDERSTANDING & APPROACH

*Withers & Sandgren Ltd.*

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## **Park Introduction**

The proposed Arneill Ranch Park is a place for family time; a safe and verdant “great front yard” for the community in the middle of single family housing in the lush northern area of Camarillo. The adjacent paseo and cul-de-sac entryways into the park encourage neighborly activities within the park space with a variety of both passive and active facilities that revolve around recreational “after work” and weekend activities for adults and play spaces for children of all ages.



A goal of the park renovation is to increase recreational opportunities in the park. In addition, SITES sustainable landscape concepts must be folded into the recreational park design to reduce the environmental impacts of non-SITES construction. This may include reduction of turf, reduction of impermeable surfacing, creation of habitat and stormwater management plus other park components that can become a significant element of transformation to better the environment.

The great challenge of designing the park is the overall time frame and meeting the requirements of the grant within the project timeframe. Maximum points are needed from the community workshop process in order to be competitive. The future park transformation as envisioned by the community can be an amazing opportunity to take the best features of the park including access points into the site and “re-working” the park elements including fitness equipment, a play structure, a restroom and a re-designed walking/running track. This design “exercise” with the citizens of Camarillo will ultimately be the foundation for some major changes to the park aesthetic and function.



### **Park Project Agency/Client Process**

Withers and Sandgren is thorough in the identification of opportunities and constraints in order to provide clear and accurate schematic plans to the community and to the client. Our specific approach to the Arneill Ranch Park Renovation process includes the following:

- Understand client and community goals for the park in order to elevate the design possibilities throughout the design process. Every park is unique and community ownership is the ultimate success. Please see Community Workshop Meeting Approach section below.
- Select a team of proven sub-consultants who are flexible, creative, and able to provide good design on projects of all sizes.
- Translate the various agency opportunities and constraints into positive design adjustments and communicate these effectively to the community and clients.
- Understand and ensure funding process is compatible to design variation(s).
- Communicate all opportunities, constraints and design decisions throughout the process which includes outreach meetings and pop-up events to various stakeholders.
- Provide meeting opportunities with Pleasant Valley Recreation and Park District for additional input and support as necessary.
- Work closely with Pleasant Valley Recreation and Park District at the inception of the project to avoid delays in requirement understanding, process reviews, and permitting.
- Clarify approval timelines with Pleasant Valley Recreation and Park District to ensure agency availability to respond within proposed project schedule.
- Coordinate with Pleasant Valley Recreation and Park District standards and SITES requirements and work with the District to approve variations to standards as necessary to meet future permitting requirements and community desires.

As a professional Landscape Architectural firm, Withers & Sandgren (WS) understands that the professional responsibility necessary for public projects funded with public dollars. We believe that any client who hires a professional has every right to expect high standards, quality service and accountability. Management and control are vital components in any project from beginning to end.

### **LEED/SITE Experience and General Approach**

Withers & Sandgren has been implementing sustainable design standards throughout the Los Angeles region for over two decades. As an extension of the firm's philosophy from its formation as a small corporation, LEED AP accreditation was a very important aspect of our approach to any project. The urban areas of Southern California are adopting LEED and SITES applications more readily than ever before. Project by project, buildings and open spaces are utilizing more sustainable designs.

Lacey and Jan were at the forefront of sustainable park design in the development of highly successful and popular Rios de Los Angeles Park (Taylor Yard) fifteen years ago. Our firm has designed and implemented strategies throughout many of our park projects over the last decade. These include but are not limited to:

- Light Pollution Reduction
- Heat Island Reduction
- Rainwater (stormwater) Management
- Open Space: acquire, protect or create new open space

- Site Development: protect or restore habitat as part of sustainable sites
- Site Assessment for sustainable landscape
- Pollution Prevention: during and after construction activity

We have been fortunate to team with architects who have maximized LEED criteria to deliver Silver, and Gold rated community buildings and new schools. Our site work always involved paving reduction, bioswale (treatment train) stormwater design, light pollution reduction and 50% shading of paved surfaces such as parking lot areas and circulation routes. The point system for LEED and SITES are similar and are very specific.

Our three Proposition 84 park concept development plans marked SITES 1-11 with an accompanying spreadsheet describing the sustainable criteria and design solutions. We have found that faced with the realities of cost to reach the highest levels of sustainability, many compromises have to be made when public dollars are funding the project and the desired levels are not obtainable, especially for parks and open spaces. However as the programs gain more momentum, agencies and the public will be rewarded with cost effective, multi-purpose, and pollution reducing urban landscapes.



### **Community Outreach Approach**

The Withers & Sandgren consultant team understands that the need for community based planning is essential in the efforts to redesign a park that will be effective, highly used, safe for the surrounding community and potentially grant funded. We have three recent projects that were awarded just under \$5,000,000 each from the State that required very similar outreach efforts as this project. Withers & Sandgren was responsible for conducting all of the community outreach, documenting and categorizing the process and assisting with the grant applications on all three. Two of the three projects are either built or in the process of being built and the third project, though awarded funding is struggling with the site's soil contamination and schedule. We understand how to maximize points. We delight in creating a concept park design with the enthusiasm of a neighborhood that comes out

in force to design a park for themselves through the community workshop process. Watching families sit at tables and design their ideal park with paper cutouts of fields, tracks, activities, trees, gardens and words on the site base provided for this process is good work indeed.



In order to maximize points within the SPP Grant point system we present the following approach to the Community Based Planning effort for the Arneill Ranch Park Renovation project. To obtain ideas from the community, we will facilitate five meetings with the community and make them as accessible to the public as possible. In order to do so, we will host at least two of them on the weekends and the remaining meetings on weeknights. Ideally, weather permitting we would like to have the community meetings within the park itself as it is within walking distance from the residents who will likely use the park the most and also be most impacted by the park renovation.

Community meetings are most successful when a broad range of residents are in attendance and can voice their opinions. We will use a variety of methods to inform and invite a wide range of residents that may include mailing invitations, going door to door to invite residents in the special emphasis ½ mile radius area, posting flyers and invitations at important community locations and including community based organizations such as Boy and Girl Scouts of America to help engage the community or possibly volunteer and participate at the Community Meetings.

In order to gain maximum participation at the Community Meetings it will be important to set the dates for the meetings early on and have all of the meeting dates listed on the first flyer, paying particular attention to the residents who live within a ½ mile radius of the park. Withers & Sandgren anticipates designing a postcard and sending mailers with all the Community Meeting dates listed to all residents within a ½ mile radius of the park. It would be recommended that a project Facebook page or website be created by the District at the beginning of the project to keep participants updated and current. This service is not included in the PVRPD original scope of work but Withers & Sandgren has found this to be a very effective way of maintaining communication with project participants and ensuring open community discussions.

Residents will be given the opportunity to select and prioritize the recreation features that they would like to see in the park starting from a blank slate. Community Meeting #1 (evening meeting) is intended to help educate participants on their sites opportunities and constraints, phasing

possibilities, and grant opportunities while inspiring them to create and design a park that balances both the needs and best interests of the community and the environment. The Meetings are to be in Workshop style with educational and effective presentations from the consultant team that break out into interactive working groups that ensure open community discussions and cooperation.

Community Meeting #2 (weekend meeting) would be a Design Charrette that allows the community to work in groups and design their own park based on what they learned in Community Meeting #1. We will provide base plans and recreational opportunities in template form to demonstrate scale and priorities. We will explain the need for understanding adjacencies and space limitations, prioritizing needs, and accepting or limiting programming within the existing site. Participants will be asked to work in groups to create the designs and provide specific ideas regarding the design of the selected recreation features they have chosen. Residents will also be encouraged to engage in the process to select the location of recreation features within the park based on their experiences with the project site.

The Withers & Sandgren consultant team will work with the community on their understanding of the need for comfortable open space areas balanced with active recreation spaces. Safety and beautification of the park will also be addressed at all community meetings and feedback from residents will be included in the project design. The Withers & Sandgren team would prefer to meet the with Long-Range Planning Committee to vision project opportunities and go over the community input from Meeting #'s 1 & 2. An evening Pop-Up Community Meeting (#3) would be planned on site within a week after Community Meeting #2 to capture the design ideas of the evening users of the park that may not have had the opportunity to come to the Design Charrette weekend event.



The Withers & Sandgren consultant team would then present their design teams interpretation of the top community designs at Community Meeting #4 (weekend meeting). It will be explained at this meeting why particular recreational elements may have been left out due to spatial constraints, less public support, impractical or inappropriate elements and maintenance or location constraints. Site concepts would incorporate existing features and potentially add onto existing features. Both community input and requires elements will be featured in each alternative generated. A phased approach to implemented SITES criteria design is expected.

Participants would then be asked to vote on their preferred alternative conceptual design and the voting results would be made available to the community either before or at the final Community Meeting #5 (evening meeting). The consultant team would present the community selected and further developed Final Design of the park at Community Meeting #5.

We envision all meetings to take place at the actual park site however they could also take place at a local community center and be summarized and posted to a website for easy viewing. Community meetings will be designed with activities to specifically engage residents in each of these design processes and maximize community feedback and participation. Volunteers can be involved throughout the community based planning process to further engage members of the local community and garner resident participation.



### **Management Process/Work Plan**

Good management is not a random process and good management is non-existent without good communication. Our firm is exceptional in this area; in being accessible and responsive. We have developed strong relations over the years with clients and consultants alike and have inspired confidence in our proficiency and leadership qualities.

We understand that the strength of our future reputation depends on our ability to make a project run smoothly and to bring it to conclusion on budget and on time. In assuring proper management and quality control for public projects WS will employ the following procedures and take the lead in following through with effectiveness.

### **Preliminary Pre-Investigation and Site Analysis**

1. Establish communication with District staff, introduce team members, establish regular meeting schedule. Obtain notice-to-proceed.
2. Discuss grant opportunities, strategies and opportunities for maximizing points.
3. Discuss permitting and process with District. Review, clarify and define project scope, schedule and budget. Review the project objectives, goals and strategies. Obtain available project documents, data, & studies.
4. Coordinate team site visit. Performance of a site reconnaissance to evaluate the surface conditions at the site and mark utilities.
5. Order topographic survey with JT Engineering Survey branch.
6. Barbara L. Hall to provide analysis and recommendations for stormwater opportunities and constraints.
7. Finalize Work Plan and modify agreement between District and Consultant.
8. Obtain input from District regarding drainage and utilities, opportunities and constraints.

### **Deliverables:**

- Final Work Plan and Cost Proposal
- Existing Conditions documentation w/photos
- Summary of meeting(s)
- Create preliminary base plan (google earth) information w/title block and logo(s) (first and possibly second community meeting will likely be prior to survey completion)

### **Preliminary Schematic Design Development and Community Outreach**

1. Review significance of park elements with District for design approach. Define all park sub-areas with District for special treatment.
2. Prepare Outreach Strategy and review with District. Maximize points through outreach process.
3. Establish meeting dates, times and locations for Community Meetings and District and Committee meetings and reviews
4. Prepare mailers, flyers and notices for community notification, distribute and mail out.
5. Explore/Understand design options: grading, electrical, utilities, site plan, landscape plans, edge treatments pedestrian and park use circulation for SITES criteria for
6. Establish potential locations of park improvements based on analysis and survey information, limitations, opportunities and constraints.
7. Coordinate with District regarding preferences and priorities of park elements, materials, etc.
8. Prepare for and present at Community Meeting #1 – Education and Site Analysis
9. Prepare for and present at Community Meeting #2 – Design Charrette in groups with paper cut outs, templates and base plans
10. Attend Pop Up Event (community meeting #3) – Design Charrette continued

11. Evaluate the community designs, priorities and preferences of project components with District and City to ensure compatibility with the long term vision and needs.
12. Consultant design team to develop two alternative designs from the preferred community park recreation elements and layouts. Civil Engineer to work with site to provide creative design opportunities for stormwater retention for groundwater recharge. Designs to consider and include opportunities for maximizing grant funding including but not limited to the SPP Grant.
13. Determine and prepare that design alternatives meet all project requirements and limitations including those created by existing conditions such as existing utility facilities, land ownership, easements and codes and regulations.
14. Identify, meet and coordinate with agencies, land use jurisdictions etc., as needed to identify opportunities and constraints.
15. Review alternatives with District and City prior to presentation to community and Long Range Planning Committee.
16. Develop a preliminary cost estimate for schematic plan alternatives.
17. Explore phasing opportunities.
18. Meet with Long Range Planning Committee meeting, receive feedback and revise alternatives as needed.
19. Prepare for and attend Community Meeting #4. Present alternative designs to community for feedback and voting preferences.
20. Review community feedback from Meeting #4 with District and City for priority review, preferences and strategies.
21. Prepare summaries and documentation of community process for grant application support.

*Deliverables:*

- Outreach Strategy Report
- SITES opportunities and Outreach Point maximizing Report
- Powerpoint presentation for Meeting #1
- Community Meeting #1 (weekday evening)
- Topographic Survey
- Base Plans, Workshop/Charrette Materials for Meeting #2
- Community Meeting #2 (weekend)
- Pop-Up Event – Design Charrette (Meeting #3, weekday evening)
- Two Alternative Design Options for Presentation at Meeting #4
- Color Schematic Plan Alternatives for Presentation
- Plant Palette Selections for Presentation
- Preliminary Cost Estimates
- Community Meeting #4 (weekend)
- Material Selection/Site Elements for Meeting #4 Presentation
- Community meeting preferences and priorities Summary and Documentation
- One Long Range Planning Committee Meeting
- Phasing Opportunities Documentation
- Community Outreach Documentation and Summary for Grant Application support

**Final Schematic Design Development**

1. Review alternative preferences with District and City.
2. Develop selected schematic design plan or the combination of several plans as needed into a Final Design for park.
3. Establish an overall design theme by coordinating with District requirements and the community. Create and confirm design standards with District.

4. Develop concept plant palette for schematic final design. Provide photo documentation of plant materials. Integrate plant palette into the natural ecosystem emphasizing the use of natives where possible to maximize SITES points.
5. Development of preliminary civil calculations as necessary for stormwater retention.
6. Develop a cost estimate for Final Design.
7. Prepare colored presentation plan for presentation.
8. Review presentation material and Final Design with District and City prior to presenting to community.
9. Present Final Design to District Board.
10. Adjust or revise presentation materials as desired.
11. Prepare for and present Final Design to community at Community Meeting #5.
12. Provide District and City with potential permitting requirements in memo form.
13. Prepare Final Plan submittal package.
14. Present Final Plan submittal to District Board.

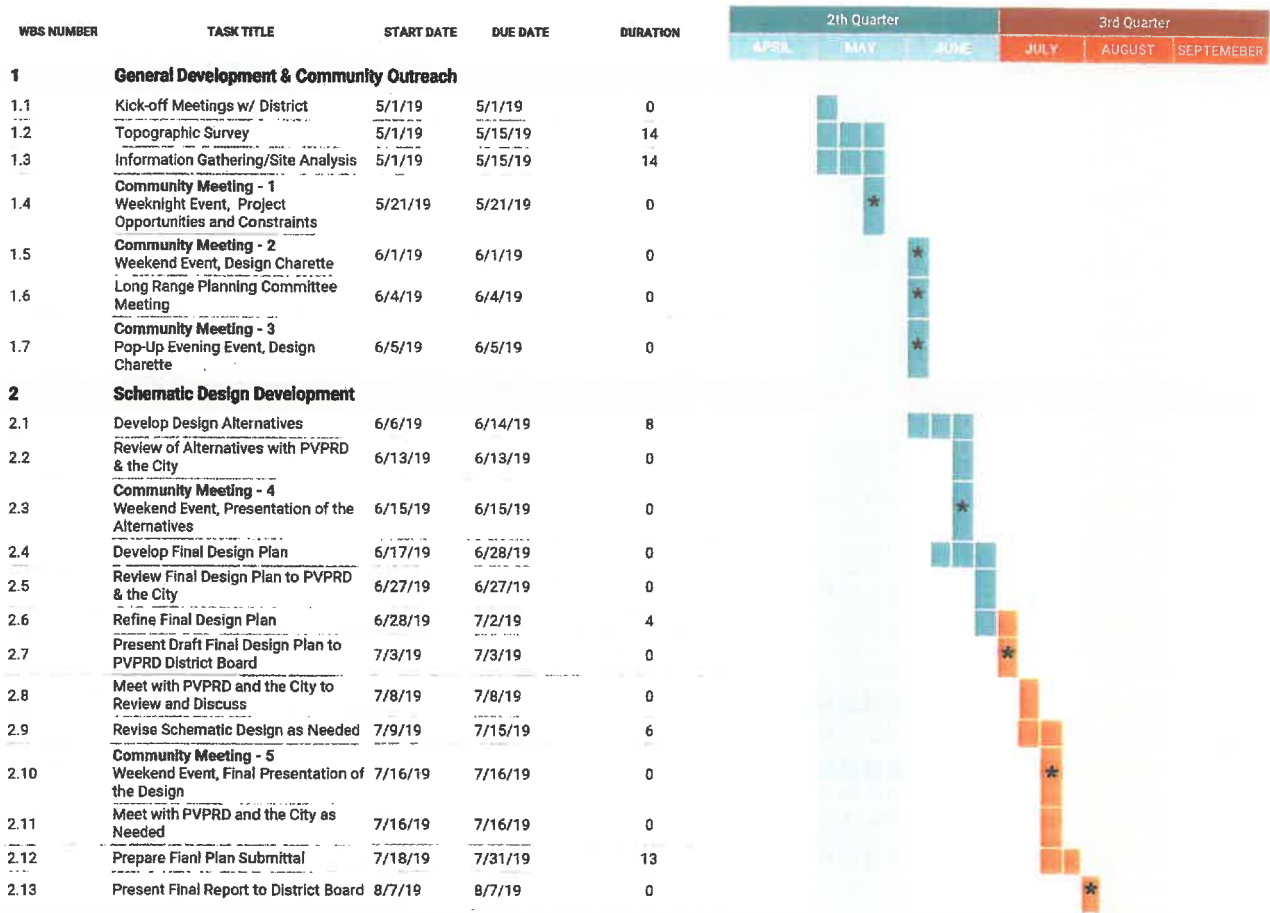
*Deliverables:*

- Colored Final Design presentation graphic and supporting design graphics
- Final Plan Submittal
- Community Meeting #5 (evening weeknight)
- Community Meeting Summary and Photo Documentation
- Cost Estimate
- Final Materials Selection for SITES
- District Board Presentation
- Final Report information to District for Grant Application support



# Proposed Schedule to Accomplish Work

**PROJECT TITLE** Arneill Ranch Road  
**PROJECT MANAGER** Lacey Withers



## SELECTED PARK PROJECT DETAILS - (3 projects)

*Withers & Sandgren Ltd.*

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### **Jacaranda Park, Watts** – City of Los Angeles

Department of Recreation and Parks Contact: Tom Gibson, (213) 202-2666

Los Angeles Neighborhood Land Trust Construction Management Contact:  
Hope Escario, LANLT Construction Management Phone (213) 572-0188

Community Meetings: Five Community Meetings and One Celebratory Park Opening

Completed: Outreach Community Concept through Construction Observation, 2017

Project Managers: Lacey Withers & Jan Sandgren

Project Description: A Rivers and Mountains Conservancy Grant to develop a community based park design in turn funded a California State Proposition 84 Grant Application for a park in Watts. Due to dense inner-urban development conditions, the land to be transformed into a park is 5.6 acres in the tower corridor under Los Angeles Department of Water and Power Transmission Lines. Turf reduction credits, waterwise California native plantings, interpretive signage, passive and active recreational elements and decorative wrought iron fencing graced the long, three block park (see enclosed project sample sheet for description).

### **Rosecrans Park** – City of Los Angeles

Department of Recreation and Parks Contact: Tom Gibson, (213) 202-2666

Contact: Hoy VanLuc, BOE Construction Management Phone (213) 847-4808

Location: City of Los Angeles, Construction Cost: \$ 3.8 M, Complete in 2013,

Community Meetings: Three LVNOC

Completed: Concept through Construction Observation, 2014

Project Managers: Lacey Withers & Jan Sandgren

Project Description: Recreational improvements to this 6.4 acre park included Prop O and Prop K grant funding. Stormwater management issues were resolved at the street end by removing concrete and grading to a bio-swale and detention basin. Nitrogen laden runoff from ballfields is treated with a spine of bulrush planted in a bio-swale between outfields. An adult size synthetic soccer field is a response to incredible community demand for organized sport utilization in the open spaces of Los Angeles County (see enclosed project sample sheet for description).

## **Hollywood High School Athletic Field and Track Renovation –**

Los Angeles Unified School District

Contact: LAUSD Project Management Division Phone (213) 241-8763

Location: Hollywood, Los Angeles, Construction Cost: \$1.4 M,

Completed: 2014

Joint Development Funding and AYSO

Project Manager: Lacey Withers

**Project Description:** Hollywood High School is located two blocks south of the heart of Hollywood, within walking distance of the Walk of Fame, the Hollywood and Highland Center and the Grauman's Chinese, Kodak and Egyptian Theaters. The existing athletic field was tucked into the northwest corner of the 1934 school campus, constrained by retaining walls on three sides. The field consisted of a non-regulation, four-cornered decomposed granite track with a central, natural turf field.

LAUSD approached Withers & Sandgren to oversee the design and construction of a synthetic turf sports field with a surrounding resilient-surface track within the existing footprint of the school's athletic field. To meet current Title 24 standards the project included the design of accessible paths-of-travel to the field and to the bleachers and a reconfiguration of the existing restrooms. Access to the athletic field for weekend use by the community also needed to be provided through an enhanced pedestrian gateway on the side street that reflected the unique character and location of the school. Funding for the project was in part through the Joint-Use Development Program which partners with community-based organizations, public agencies, and neighborhood groups to make capital investments that enhance and expand school facilities to maximize community use. This project also included funding through a joint-use partnership with AYSO.

With the lack of available space and the need to provide for numerous athletic programs, the design criteria assumed that football, soccer, baseball, and softball all had to continue to share the same field on a rotating basis. In the final design the football/soccer field is regulation size and meets all the National Federation of High Schools and current LAUSD standards and specifications, and will serve AYSO league play.



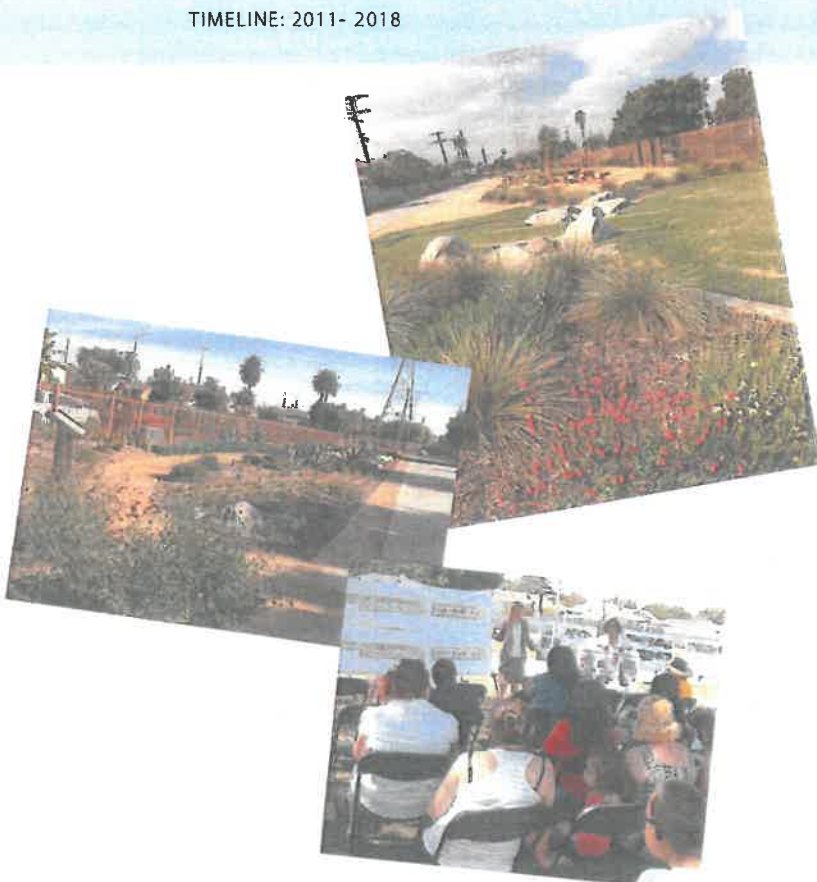
## Jacaranda Neighborhood Park Los Angeles Neighborhood Land Trust

TIMELINE: 2011- 2018

COMMUNITY PARK DESIGN  
**Grant Awardee**  
\$5 Million Prop 84 Park  
Development Grant



PARK



Destined to be a community gem from opening day, this 5.35-acre, three block-long park is within the Watts neighborhood of South Los Angeles, an area with a critical need for park space and recreational opportunities. Surrounded by single family homes and an elementary school, this long linear park under overhead transmission wires includes recreational elements for all age groups.

Beautifully landscaped play spaces, colorful California-friendly demonstration gardens, basketball half-courts, bicycle/walking paths, group and family picnic structures, chess tables and a fitness zone are included in this triumph for community-led planning and design, funded by the Proposition 84 Park Development Program.





## Rosecrans Sports Field *Renovation & Stormwater Improvements* City of Los Angeles, CA

DEPARTMENT OF RECREATION & PARKS  
CONSTRUCTION BUDGET: \$3.8 MILLION    TIMELINE: COMPLETED 2014

SPORTS PARK



Tapping into two different funding sources allowed the City to update the aging sports fields and simultaneously improve water quality. A new synthetic turf soccer field along with the traditional baseball, softball and basketball facilities support a full range of local neighborhood teams. The bioswale running between the outfields will clean the first flush running off the ballfields and parking areas, and will contain the 25-year storm.





## Hollywood High School Athletic Field Renovation

Los Angeles Unified School District

CONSTRUCTION COST: \$1.4 MILLION  
PROJECT TIMELINE: 2011-2014

SCHOOL

Hollywood High School, located two blocks from the heart of downtown Hollywood, was struggling with overused and under-sized sports fields. Withers & Sandgren was tasked with designing a new synthetic turf field and track that could accommodate football, soccer, baseball and softball, track, long and triple jump, pole vault and shotput within the historic footprint of the original athletic field and track. The DSA-certified project also consisted of designing accessible paths of travel to the field, the bleachers, restrooms and ADA upgrades to the existing restroom building.



The field with the iconic Hollywood skyline in the background.



## SPECIFIC PROJECT REFERENCES

*Withers & Sandgren, Ltd.*

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Mr. Jim Smith, Chief Architect, Development Division  
County of Los Angeles, Department of Parks and Recreation  
510 South Vermont Avenue  
Los Angeles, CA 90020  
(213) 639-6702

[jsmith@parks.lacounty.gov](mailto:jsmith@parks.lacounty.gov)

Selected Projects: (see attached Project Sheets)

- **Puente Hills Landfill Park – 142 acres:** Master Plan, Community Outreach, EIR and Transportation Management Plan– completed 03/2017  
Permitting Agencies: County of Los Angeles Sanitation Districts, County of Los Angeles Public Works, and State Fish and Wildlife
- **Whittier Narrows Equestrian Center – 70 acres:** Master Plan and Community Outreach– 2012  
Permitting Agencies: County of Los Angeles Public Works, US Army Corps of Engineers, and State Fish and Wildlife

Ms. Debra Enos, Deputy Executive Officer  
Watershed Conservation Authority  
100 North Old San Gabriel Canyon Road  
Azusa, CA 91702  
(626) 815-1019 ext 112

[denos@wca.ca.gov](mailto:denos@wca.ca.gov)

Selected Projects: (see attached Project Sheets)

- **River Wilderness Park – 8 acres:** Design, Construction and EIR - ongoing (currently at 90% construction documents)  
Permitting Agencies: State Fish and Wildlife and City of Azusa
- **City of Los Alamitos Coyote Creek Park, - 6 acres:** Design and Construction – completed in 2014  
Permitting Agencies: County of Los Angeles Public Works, Orange County Public Works, Southern California Edison and City of Los Alamitos

Mr. Tom Gibson, Planning, City of Los Angeles Recreation and Parks  
206 South 1st Street, Suite 1005  
Los Angeles, CA 90012  
(213) 202-2666

[tom.gibson@lacity.org](mailto:tom.gibson@lacity.org)

Selected Projects: (see attached Project Sheets)

- **Jacaranda Park, - 5.6 acres:** Community Outreach, Prop 84 Grant, RMC Grant, Design and Construction, Demonstration California Friendly Plants – under construction until 8/2017  
Permitting Agencies: Los Angeles Department of Water and Power, City of Los Angeles Public Works and Building and Safety
- **Rosecrans Park – 6 acres:** Community Outreach, Prop 84, Prop O Basis of Design Report, Design and Construction – 2013  
Permitting Agencies: City of Los Angeles Stormwater Management Prop O, City of Los Angeles Public Works and Building and Safety

## PROJECT SUBCONSULTANTS

*Withers & Sandgren Ltd.*

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**Barbara Hall Engineering, PE – President of BLH Civil Engineering**  
**318 West Evergreen Avenue**  
**Monrovia, CA 91016**  
**(626) 256-3220**

**Arneill Park Project Function:** Civil Engineering will include the following: Barbara Hall will guide Withers & Sandgren regarding propose SITES sustainable concepts, costs, phasing and preliminary calculations as needed for park design. She will also be advising on any future construction issues around ADA Requirements Grading, Drainage, Utilities, Parking Lot and flatwork, LID, and SWPPP as-needed for Withers & Sandgren final report.

Projects with WS:      Whittier Narrows Equestrian Ctr Design and Construction-ongoing  
                                 Bonelli Equestrian Center Design and Construction, 2019  
                                 Wiseburn Walking Path - 2016  
                                 Kenny Hahn Regional Park Ridgeline -2015  
                                 River Wilderness Park - ongoing

**JT Engineering - Survey**  
**33336 Agua Dulce Canyon Road #103**  
**Santa Clarita, CA 91390**  
**(661) 268-8899**

**Arneill Park Project Function:** Survey will include the following: Analysis of site conditions, above-ground survey of the park area, 1 ft contour map survey information and team coordination.

Projects with WS:      Domenic Massari Park Survey– 2018  
                                 Domenic Massari Park - spot elevations & survey-ongoing  
                                 Palmdale Avenue S Streetscape - 2019





## STATEMENT OF QUALIFICATIONS

### Firm Introduction

Established in 1995, and incorporated in 2004, Barbara L. Hall, PE, Inc., (BLH) provides a full range of civil engineering services to both the public and private sectors. Our small, quickly-moving staff consists of seven professional and technical team members that specialize in all types of site development plans for schools, churches, commercial development, street improvements, as well as storm drainage, sanitary, and water systems. BLH brings streamlined experience in a wide variety of civil engineering projects for commercial, institutional, and public clients. Specific project assignments have included grading plans, street improvements, sewer mains, storm drain design, land development, SWPPP plan preparation, hydrology studies, and SUSMP/LID implementation plans. Our team also has extensive experience in construction management practices and procedures.

### Key Personnel

#### Barbara L. Hall, PE – President

**Professional Registrations:**  
*Registered Professional Civil Engineer,  
State of California  
License Number 42206*

**Education:**  
*BS, Civil Engineering, Manhattan  
College, Riverdale, NY, 1980  
Tau Beta Pi Honor Fraternity  
Chi Epsilon Honor Fraternity*

**Professional Memberships:**  
*American Society of Civil Engineers  
American Water Works Association*

Barbara Hall has over 30 years of professional engineering experience in Southern California, where she has directed and coordinated all aspects of civil engineering services from project inception through to completion. As Project Manager, Barbara is truly committed to completing the highest quality projects in a timely, cost-effective, and well-coordinated manner while meeting Client expectations. A key ingredient to her management approach is to develop and maintain effective communication throughout the project duration. Her proven track-record facilitates the necessary knowledge of local standards and processes that is imperative for success. She is well versed in all aspects of project financing including formation of benefit assessment districts, reimbursement agreements, and other public funding mechanisms.

### Representative Client List

BLH has an excellent record of high-quality projects completed on time and within budget, utilizing innovative and cost-effective engineering solutions. The following is a representative list of entities and owners that can validate our experience providing professional civil engineering services.

- County of Los Angeles
- City of Los Angeles
- City of Glendale, Parks & Recreation Department
- California State University, Fullerton
- Los Angeles Valley College
- East Los Angeles College
- City of Beverly Hills Public Works Department
- Methodist Hospital of Southern California
- City of Azusa, Redevelopment Agency
- Baxter BioScience



## **STATEMENT OF QUALIFICATIONS**

### **Project Experience**

Please see the following description of selected projects the firm is currently working on or has recently been involved with:

#### **Parks/Public Works**

##### **Crescenta Valley Community Regional Park Skate Park Project – La Crescenta, CA Los Angeles County Department of Public Works**

BLH prepared and coordinated construction documents for a Skate Park to be constructed at the existing Crescenta Valley Community Regional Park in unincorporated La Crescenta, CA. BLH acted as the prime consultant under a pass-through services contract. The project scope of work included developing the final site plan depicting the location of the proposed skate park, pre-fabricated restroom, parking area improvements, viewing and picnic areas and oak tree protection and preparation of a package of final, permitted construction documents for the project. Preparation of the Civil scope for the project, including the topographic survey, grading and drainage plan, horizontal control plan, utility plan, LID plan, and LSWPPP, were self-performed. We were responsible for coordinating the work of the design team, including the project land surveyor, skate park, architectural, electrical, plumbing and landscape consultants. Base layouts and cadd files were coordinated with the various disciplines and distributed to the consultants for use in preparing progress milestone documents and cost estimates for review by the County of Los Angeles Department of Parks and Recreation. Review comments were distributed to the team and responses collected for transmittal to the Project Manager. We assisted County staff in permit processing and coordinating the bid documents for the project.

##### **Dan Blocker Beach, Malibu, CA**

##### **Los Angeles County Department of Public Works**

BLH prepared plans for the construction of a new beach overlook and parking lot on County Property on Pacific Coast Highway in Malibu. BLH acted as the prime consultant under a pass-through services contract. The project scope of work included developing the final site plan depicting the location of a new septic system, prefabricated restroom building, overlook and picnic areas, and parking facilities, and preparation of the final, permitted construction documents for the project. Preparation of the Civil scope for the project, including the topographic survey, grading and drainage plan, horizontal control plan, striping plan, utility plan, LID plan, and LSWPPP, were self-performed. We were responsible for coordinating the work of the design team, including the project land surveyor, sanitary engineering consultant, architectural, electrical, plumbing and landscape consultants. Plans were prepared to obtain a required encroachment permit from CalTrans for entrances to the parking facilities and directional signage. We assisted County staff in permit processing and coordinating the bid documents for the project.

##### **Charter Oak Park – Los Angeles County, CA**

BLH prepared detailed design plans for the recreation and parking facilities for the existing Charter Oak Park, located in the City of Covina. The park improvements included reconstruction of the existing ADA parking stalls to meet current code requirements, a new basketball court, LID landscaping and bio swales, and other ADA access improvements.

##### **Sorensen Splash Pad – Palmdale, CA**

BLH prepared plans for the construction of a Splash Pad at Sorensen Park in Palmdale, CA. The project documents included a site plan showing the location of grey water dispersal system, splash pad, equipment building, and chlorination system. Included in the project were preparation of the topographic survey, grading and drainage



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Monrovia, CA 91016  
(626) 256-3220  
Fax: (626) 256-3218  
License No. RCE 42206

plan, horizontal control plan, utility plan, LID plan, and LSWPPP. Assisted County staff in coordinating the preparation of bid documents and in permit processing for the project.

**Northwood Neighborhood Park**

The programmed development of Northwood Park for the Conejo Recreation and Parks District is presently in the Design Development Phase. As consultant for the project Landscape Architect, the firm is preparing the grading, drainage and utility service plans for a 5 acre neighborhood park including ball fields, children's play equipment, passive picnic uses and a restroom facility. The drainage improvements include NPDES compliance for proposed parking areas and storm water management of runoff from adjacent hillside areas.

**El Cariso Park – Sylmar, CA**

BLH prepared Civil/Site Bridging Documents for two design-build projects at El Cariso Park. The two projects are a new gymnasium and soccer fields. BLH prepared a Basis of Design Report and Outline Specifications for the Design/Build package. We prepared two alternative preliminary grading plans and utility plans for the proposed soccer fields. Coordinated work with project architect and consultant team. Estimated quantities for the project site components were developed for use in preparing estimates of probable costs.

**Sorensen Gymnasium – Palmdale, CA**

As civil engineer consultant to Carde-Ten Architects, BLH prepared grading, drainage, and utility plans for construction of a new Gymnasium facility (phase III of improvements to Stephen Sorensen Park) for the County of Los Angeles located in unincorporated Palmdale. The project includes a single-story building with exterior parking at grade. The utility plan includes the connections for fire sprinkler, water, sewer, gas, and roof drains. Hydrology calculations for the sizing of drainage structures and the site storm drain pipe were also made, and a report prepared. Project was required to comply with LID/ SUSMP storm water mitigation requirements. A project specific, construction phase SWPPP (project was greater than 1 acre and was subject to coverage under the State-wide General Construction permit) and a wet weather erosion control plan were also prepared for the project.

**Vincent Lugo Park – City of San Gabriel, CA**

BLH prepared detailed design plans for renovations to Vincent Lugo Park, including construction of a new natural stream channel designed to capture and increase percolation of tributary urban runoff. New pedestrian and vehicular bridges were incorporated in the stream design.

**Northwood Neighborhood Park**

The programmed development of Northwood Park for the Conejo Recreation and Parks District is presently in the Design Development Phase. As consultant for the project Landscape Architect, the firm is preparing the grading, drainage and utility service plans for a 5 acre neighborhood park including ball fields, children's play equipment, passive picnic uses and a restroom facility. The drainage improvements include NPDES compliance for proposed parking areas and storm water management of runoff from adjacent hillside areas.

**Skate Park at Verdugo Park, City of Glendale, CA**

As Consultant to the City of Glendale, the firm prepared the design of drainage improvements for the new skate park at Verdugo Park in the City of Glendale, CA. Project included connection to Army Corps of Engineers Flood Control Channel and re-grading of the area surrounding the skate park for new improvements.

**Skate Park at Belvedere Park, Monterey Park, CA**

As Consultant to the project landscape architect, the firm prepared the design of drainage improvements for the new Los Angeles County skate park at Belvedere Park in the City of Monterey Park. Project included NPDES compliance for proposed skate park and pre-treatment of storm water management of runoff under the County of Los Angeles requirements for NPDES/SUSUMP.

# JT ENGINEERING

33336 N. Agua Duce Cyn. Rd. #103  
Agua Dulce, CA. 91390

TEL: (661) 268-8899

FAX: (661) 268-1936

## FIRM'S BACKGROUND

JT Engineering was incorporated in February 2000 under the laws of the State of California, with entity number C2213375 and address location noted in letterhead above. Tony Jacob is the President and CEO of the corporation; John Jacob is its Secretary, Daniel Jacob its Treasurer, and Tony Jacob its Agent for Service of Process.

JT Engineering was founded by specialists in engineering & land surveying, a practice that remains the cornerstone of our firm's growth and success. About 15 years ago, we incorporated sister company JT General Construction, Inc., which holds Class A – General Engineering Contractor and Class B – General Building Contractor licenses. The construction division offers our design and engineering staff invaluable construction insight that has helped us to provide our clients with improved solutions. Today, JT Engineering continues its tradition of offering comprehensive and innovative civil engineering, land use planning, land surveying, and general construction services. Our growth and stability is a direct result of our commitment to provide quality services, professional integrity, and client satisfaction.

While project needs vary in scope, size and complexity, and all at various stages of development, our firm's comprehensive range of services allows us to help our clients successfully achieve their particular needs at hand. **JT Engineering is prepared to offer the following services:**

- Conceptual design and preliminary cost estimates
- Detailed construction documents, specifications, and cost estimates
- Legal descriptions for easements, dedications, annexations, etc.
- Project management, design review for value engineering, error mitigation, etc.
- Land use planning
- Studies – sewer, hydraulic, hydrology
- Construction support
- Land surveying and mapping
- Soils testing
- General construction

The following areas of land development engineering are some of the **mainstays of our firm's professional practice:**

- Roadway design, including traffic control
- Drainage design, including storm water analysis and Low Impact
- Signalization design
- Topographic, boundary, ALTA, and construction surveying

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- Development design
- Sanitary sewer design
- Potable water design (domestic and fire protection)
- Grading improvements design
- Subdivisions and reversions
- Conditional use permits
- Zone change and other variances

## Past Projects

- a. Client: City of Palmdale Avenue S Widening Phase II City Project Number 590: JT Engineering provided field survey along Avenue S from 30<sup>th</sup> Street East to 45<sup>th</sup> Street East, utility research and construction plan for new street improvements and bike lane, traffic signal design and modification plans at intersection of Avenue S and 35<sup>th</sup> Street East, intersection of Avenue S and 37<sup>th</sup> Street East, intersection of Avenue S and 40<sup>th</sup> Street East, and intersection of Avenue S and 45<sup>th</sup> Street East. Included with the signal design were street improvements, Grading, Storm Drain utility plans, Right of Way Acquisition, signing and striping plans.
- b. Client: City of Palmdale SR@SL-5378(032) City Project number 658: JT Engineering provided field survey, utility research and construction plan for new traffic signal design at 25<sup>th</sup> Street East and Joshua Hills Drive. Included with the signal design were street improvements, Ball outs, cross walk, signing and striping plans.
- c. Client: Waste Management Palmdale Land Fill: JT Engineering provided field survey, utility research and construction plan for new traffic signal design at Rayburn Road and Tierra Subida Avenue. Included with the signal design were street improvements for Avenue R-5 (Rayburn Road) plan and profile, utility plans, signing and striping plans, LS3 street lighting plan.
- d. Client: Palmdale School District: JT Engineering provided field survey, utility research and construction plan for new traffic signal design at 20<sup>th</sup> Street West and Avenue P-8 intersection and at intersection of 22<sup>nd</sup> Street West and Avenue P-8. Included with the signal plan were complete civil Engineering plans for new middle school campus. The design was provided for both off-site imprudent plans and on-site improvements plans

JT Engineering staff is committed to providing prompt, responsive service and practical, cost-effective solutions to our clients' needs. We are experienced in the review and approval processes of the local jurisdictions. We have had direct coordination experience with various utility companies on many projects. We have worked with budgets and performance schedules of order of magnitude variation.

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## **ELIAS CHAIJ, L.S. SURVEYOR**

Mr. Elias Chaij is our lead man in the Survey Department. His experience, combined with his up-to-date instrumentation use, gives him the final edge in performing complex and wide spread surveying capabilities. His multiple language capabilities advance him far ahead of the competition when it comes to international work.

### **Education**

National University of Cordoba; Cordoba, Argentina; Civil Engineering (3 years)  
University of Rhode Island; College of Engineering (2 years)  
Northeastern University; Boston, Massachusetts; College of Engineering (2 years)

### **Registrations**

Professional Land Surveyor License 8908, State of California

### **Experience**

1988-Present (Chief of Surveys/Party Chief)  
Boundary control surveys/record of surveys  
Construction survey layout  
Aerial surveys  
Research and productivity of crews  
Design, calculating, computing  
AutoCad-DCA experience  
Cost Proposal/estimates  
Government agency work (cities, Corp of Engineers, BIA)  
Management tasks/crews

### **Projects**

City of Palmdale Avenue S phase II widening  
City of Palmdale- Safe route to school project SR2SL – 5378(032) City project no. 658  
City of Palmdale Columbia Way (Avenue M) Sewer Main Design City Project No. 686  
City of Palmdale 35<sup>th</sup> Street East Storm Drain Design City Project No. 631  
City of Palmdale Avenue Q and 15<sup>th</sup> Street East Storm Drain  
City of Palmdale 35<sup>th</sup> Street West & Rancho Vista Blvd Quality Assurance for reclaimed water  
City of Palmdale bus shelter improvements

### **Cities construction layout**

BIA Projects	Rocket site (Edwards AFB)
Corps of Engineers	Lockheed Plant 42
NASA	Northrop
Mojave	Airport

### **Calculating/computing**

Subdivision design  
I.S.D.S. design  
Boundary and construction surveying Wetland, aerial surveys

# REGULATORY COMPLIANCE STRATEGY

*Withers & Sandgren Ltd.*

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Based on experience Withers & Sandgren has included a listing of possible agencies requiring project permits. Agency review requirement permitting may be tied to final design and scope of work regarding permeable parking and stormwater management treatment train application.

## **Environmental documentation / CEQA/IS/MND**

An IS/ND or an IS/MND is anticipated dependant on scope of SITES implementation.

## **Department of Reginal Planning**

### **Department of Public Works, Building & Safety Division**

Building Division

Street Division

Environmental Programs Division

Land Development Division

Fire Prevention

Sanitation District

## **School District**

## **South Coast Air Quality Management District (SQAQMD)**

## **Department of Public Health**

### **California Code of Regulations, Title 23. Waters, Division 2. Department of Water Resources, Chapter 2.7. Model Water Efficient Landscape Ordinance and Assembly Bill 1881 Water Conservation Landscape Ordinance.**

California is currently under the 2015 MWELO (Model Water Efficient Landscape Ordinance) Update, effective as of December 1, 2015.

Under the current law, Sections 493, 493.1 and 493.2 are applicable to existing landscapes. Section 493.1 requires the reduction of landscape water use to a level that does not exceed the Maximum Applied Water Allowance for existing landscapes. The Maximum Applied Water Allowance for existing landscapes shall be calculated as:  $MAWA = (0.8) (ET_o) (LA) (0.62)$ . There is no allowance under this specific section related to existing landscapes for special landscapes.

Under other sections of the Code that specifically relate to new or rehabilitated landscapes, flow sensors and master valves are required equipment in an irrigation system, due to their usefulness and potential for saving water:

Although Flow Sensors and Master Valves may not be required because this is an existing landscape, it has become an industry standard to provide flow sensors and master valves on commercial / municipal landscapes for the purposes of saving water and for the ability to shut down systems or portions of systems with catastrophic failures.

## HOURLY RATES & COSTS

*Landscape Architect, Withers & Sandgren, Ltd.*

*Mail & Deliveries:* 20948 Tulsa Street, Chatsworth, CA 91311-1564  
*Phone:* (818) 291-0200, (818) 882-3519  
*Web:* [www.withersandsandgren.com](http://www.withersandsandgren.com)

Principal	\$150.00
Water Conservation/Irrigation Specialist	\$135.00
Associate Landscape Architect	\$135.00
Senior CAD Draftsperson	\$120.00
Draftsperson	\$ 95.00
Clerical	\$ 75.00

### **Schedule of Costs/Reimbursable Expenses:**

The schedule of Reimbursable Expenses for the Landscape Architect's "in-house" services is as follows:

#### Reprographics:

Blueline or Blackline Prints	\$10.00 per 24 x 36 print
CAD Plots (on mylar)	\$45.00 per 24 x 36 print
CAD Plots (on heavy bond)	\$30.00 per 24 x 36 print
CAD Plots (on translucent bond)	\$24.00 per 24 x 36 print
Plotter Color Sheets	\$65.00 per 24 x 36 print (color graphics)
Plotter Color Sheets	\$135.00 per 36 x 48 print (color graphics)
Digital Scan Images	\$30.00 per 8 1/2 x 11 inch original
Digital Scan Images (oversize)	Direct Cost (not in-house)
Color Copies	\$1.50 per 8 1/2 x 11 inch
Color Copies	\$3.00 per 11 x 17 inch
B & L Laser Copies	\$.10 per 8 1/2 x 11 inch
B & L Laser Copies	\$.15 per 11 x 17 inch
Specifications Package	Direct Cost + 15%
Compact Disc	\$ 5.00 each
Delivery Services	Direct Cost + 15%
Express and Priority Mail	Direct Cost + 15%
Reprographic Expenses	Direct Cost + 15%
Travel Expenses:	
Automobile Transportation	\$.55 a mile



## PENDING LITIGATION AND JUDGEMENTS

*Withers & Sandgren, Ltd.*

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Withers & Sandgren, Ltd. has never been involved in litigation. The firm is not part of any pending litigation or judgments, now or within the last five years.



Lacey Withers, CA RLA 3820  
Principal  
Withers & Sandgren, Ltd.  
March 30, 2017

## STATEMENT OF NON-COLLUSION

*Withers & Sandgren Ltd.*

This Statement of Qualifications is genuine, not a sham or collusive, nor made in the interest or on behalf of any person not herein named, and that we at Withers & Sandgren, Ltd. have not directly or indirectly induced or solicited any other respondent to put in a sham SOQ, or any other person, firm or corporation to refrain from responding. Withers & Sandgren, Ltd. has not in any manner sought by collusion to secure for itself an advantage over any other respondent. There are no personal, financial, or professional relationships with any officer or employee of the District.



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Lacey Withers, President  
Withers & Sandgren, Ltd  
April 26, 2019

# APPENDIX A

## Additional Park Project Samples



**WITHERS &  
SANDGREN**  
LANDSCAPE  
ARCHITECTURE  
+ PLANNING

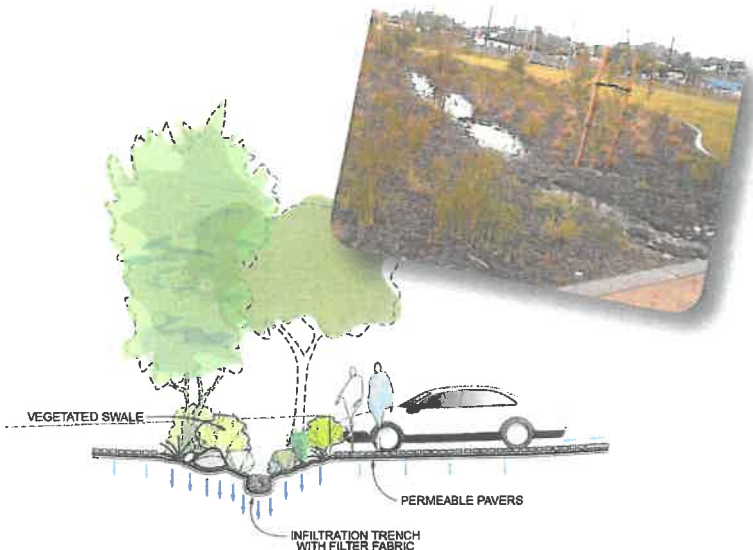


## Rio de Los Angeles State Park

City of Los Angeles Bureau of Engineering & CA State Parks

PARK CONSTRUCTION BUDGET: \$12 MILLION    PARK PROJECT TIMELINE: 2004-06

PARK



Withers and Sandgren was the Prime design consultant for this State-owned, City-leased parkland. Years of planning with community input determined the active recreational facilities. The park's location near the Los Angeles River promoted the use of native trees for habitat enhancement.

Stormwater treatments throughout the 40-acre site retain a hundred year storm. Permeable pavers and swales filter parking lot runoff and reduce nitrogen from the ballfields prior to basin collection.





## Rio de Los Angeles State Park, *cont.*



Active recreation facilities include softball and baseball fields, basketball courts, tennis courts, three traditional turf soccer fields and a multi-purpose synthetic-turf field. Special amenities such as accessible playground and splashpad, picnic areas, restrooms, and a community building were also developed for the Park.



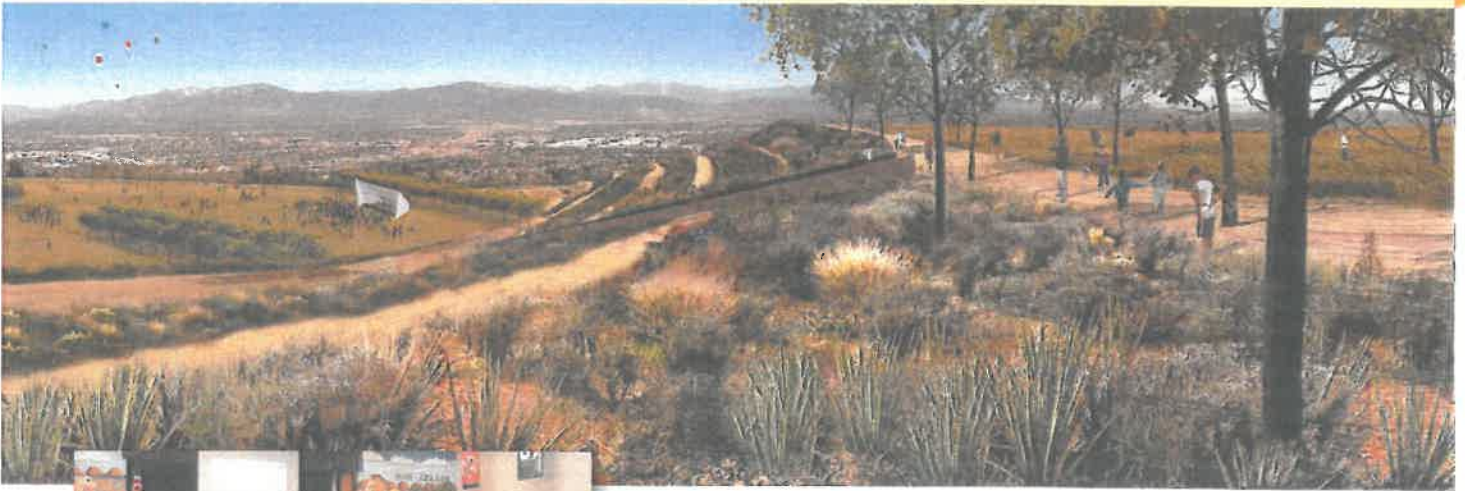


## Puente Hills Landfill Park Master Plan

County of Los Angeles, CA

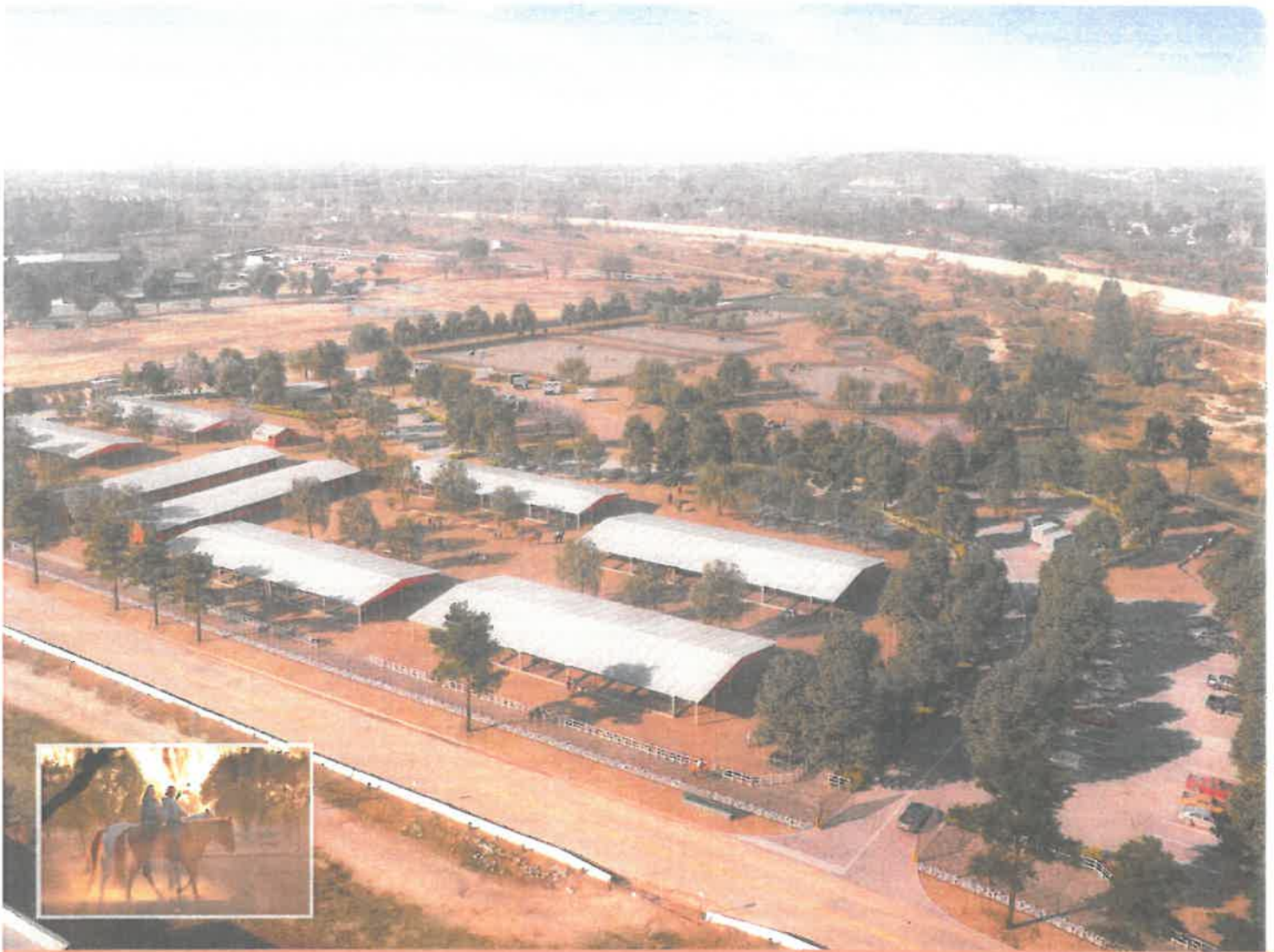
COUNTY OF LOS ANGELES DEPT. OF PARKS AND RECREATION  
BUDGET: \$35 MILLION DESIGN TEAM FEE: \$1.03M

PARK



Planning for the County's newest regional park presented unparalleled challenges and incredible opportunities. For a year and a half Withers & Sandgren lead the design team, creating a Master Plan that envisioned a new life for this imposing 500 foot-tall mountain made of 130 million tons of waste. Withers and Sandgren wove together unique recreation experiences, interpretive opportunities, trail connections, methane gas pipelines and stunning panoramic vistas. An unprecedented community outreach process informed this visionary plan that balances community desires, changing recreational trends, on-going landfill operations, and preservation of critical wildlife corridors in the Puente-Chino Hills.





## Whittier Narrows Equestrian Center: Redesign and Water Quality Improvements

County of Los Angeles, CA

DEPARTMENT OF PARKS & RECREATION  
CONSTRUCTION COSTS: \$9 MILLION PROJECT TIMELINE: 2018

EQUESTRIAN



Withers & Sandgren was tasked with designing a completely new equestrian area, including a 15-site campground, new barns, corrals, arenas, bridges, trails, parking and circulation throughout the sites, plus a new alignment of Rooks Road for better equestrian use.

Innovative biofiltration swales and ponds clean and capture stormwater on-site to protect the San Gabriel River from pollution, and extensive public outreach yielded vigorous community involvement and feedback.





# The Great Park Master Plan Concept

## City of Ontario

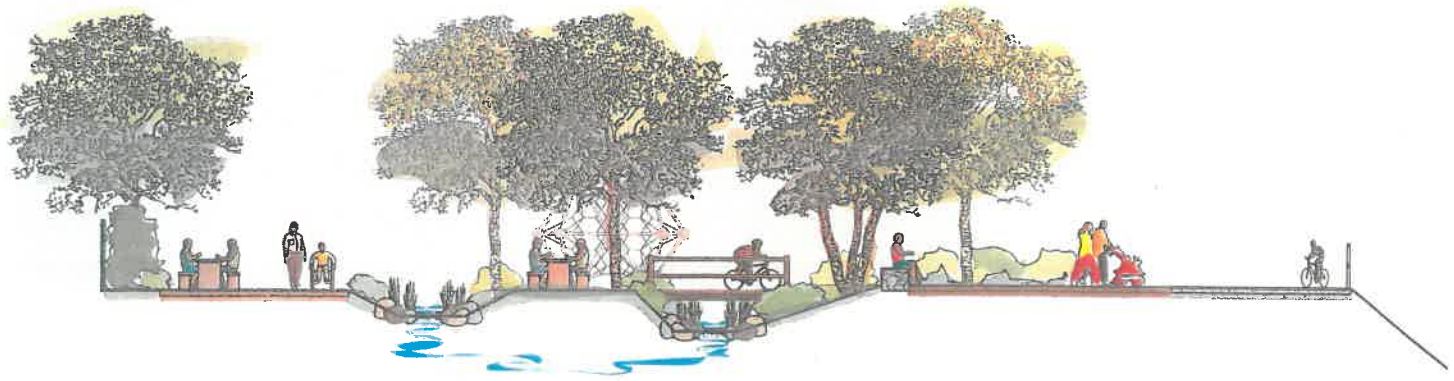


Withers & Sandgren was invited to present a master plan concept for the City of Ontario's Great Park. Our vision capitalizes on Ontario Ranch's historic agricultural identity, and prioritizes an active outdoor lifestyle that will set this new home community apart from competing real estate markets.

With this nearly 4-mile long greenway connecting restaurants, retail, entertainment, work, schools and recreation, residents of all ages will enjoy an unmatched amenity in Southern California: a potentially car-reduced lifestyle set in a bike-and-pedestrian focused urban park with a commercial component and "agrihood." Ontario Ranch's Great Park and the surrounding multi-modal trails introduces a new urban culture to the Inland Empire.







**Picnic tables & walking path**  
Decomposed granite ADA access to Los Angeles River Greenway

**Bioswale**  
Diverted street stormwater for infiltration and cleaning prior to draining into the Los Angeles River

**Play structure & picnic tables**  
Meadow grass

**Bridge over bioswale**  
Neighborhood and bicycle access to Los Angeles River Greenway

**River-view deck**  
Stone seat wall, recycled wood/plastic decking

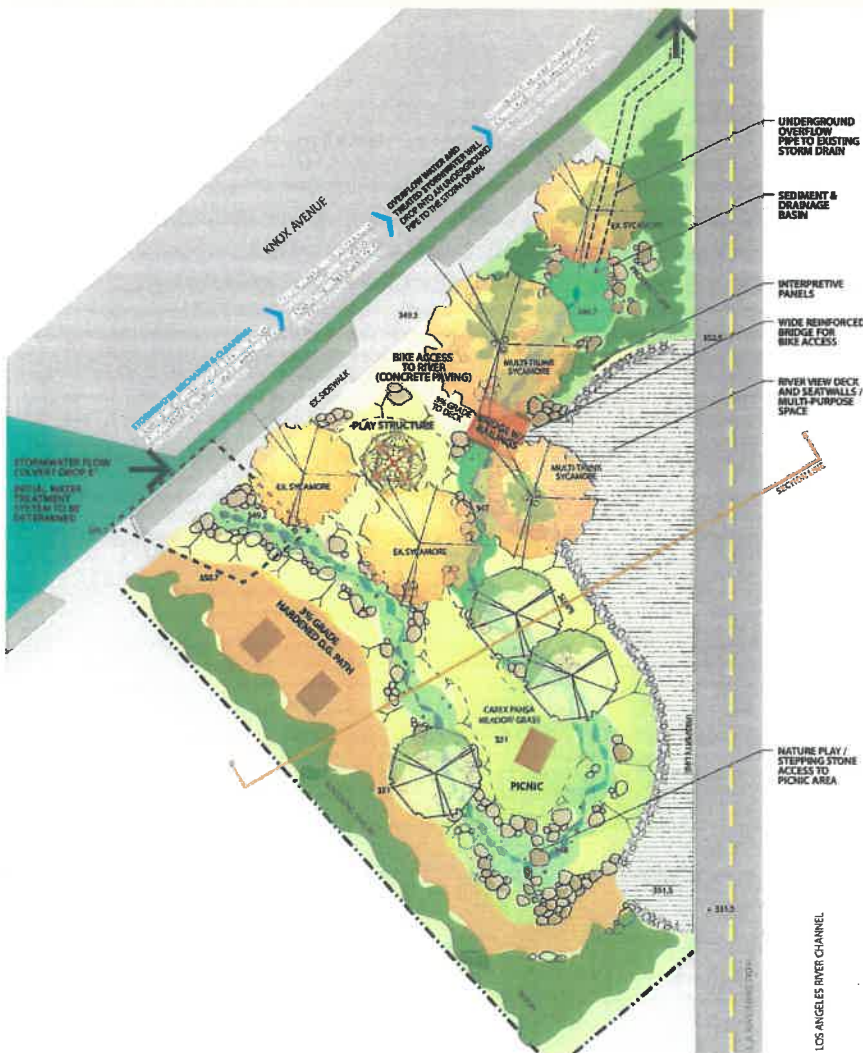
**Los Angeles River Greenway (existing)**  
This section overlooks the soft-bottom Glendale Narrows section of the river

# Elysian Valley Gateway Park

## Mountains Recreation & Conservation Authority (MRCA)

DESIGN FEES \$16,000 | CONSTRUCTION ESTIMATE. \$1.0 MILLION

RIVER PARK



The existing passive neighborhood park is beloved and well used as an open space amenity adjacent to the Los Angeles River and regional Class I bicycle path. In need of renovation, the MRCA requested that the proposed park design include a component to clean the local stormwater moving down Knox Avenue.

Withers & Sandgren developed three alternative design plans, each of which provided stormwater treatment concepts starting at the parkway and moving through the park in gravelly, planted swales. An ADA path system composed of bridges, park overlooks and river overlooks meandered through each design. Varying degrees of topographical manipulations added more bridges and allowed longer bio-swale treatment opportunities.

An inviting selection of park elements including picnic tables, seatwalls, decking, bicycle racks and play equipment bring the neighborhood to the park and welcome the region into the community. A selection of native trees and shrubs offer buffering and shade during the summer and year-round color interest.





## Coldwater Canyon Reservoir Park

City of Beverly Hills, CA

DEPARTMENT OF RECREATION AND PARKS

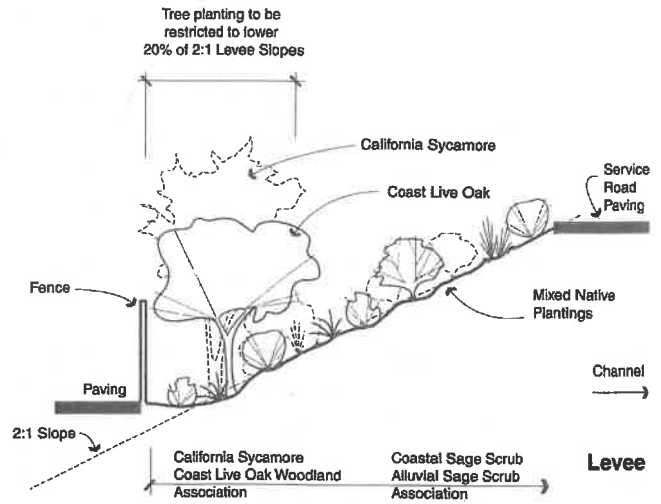
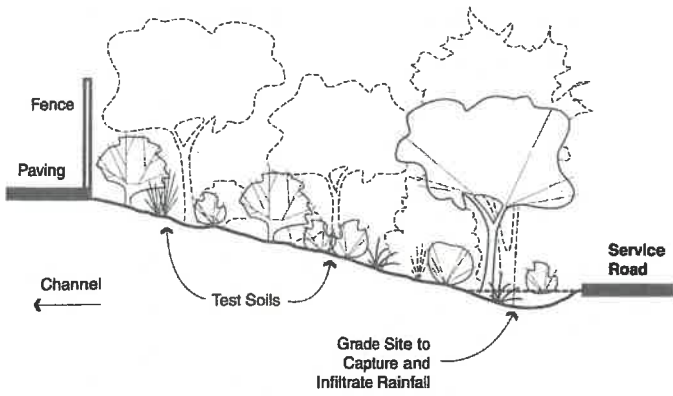
CONSTRUCTION COST: \$1.8 MILLION TIMELINE: 2000-2010

PARK



An imaginative new park beckons atop a re-engineered 8.3 million gallon subterranean reservoir. Swirling beds of textural plantings, a synthetic jogging/walking track, vine-covered trellises and large shade trees define this instantly popular destination. Artistic, interactive features include a Withers & Sandgren custom-designed bronze fountain, boulders and water runnel.

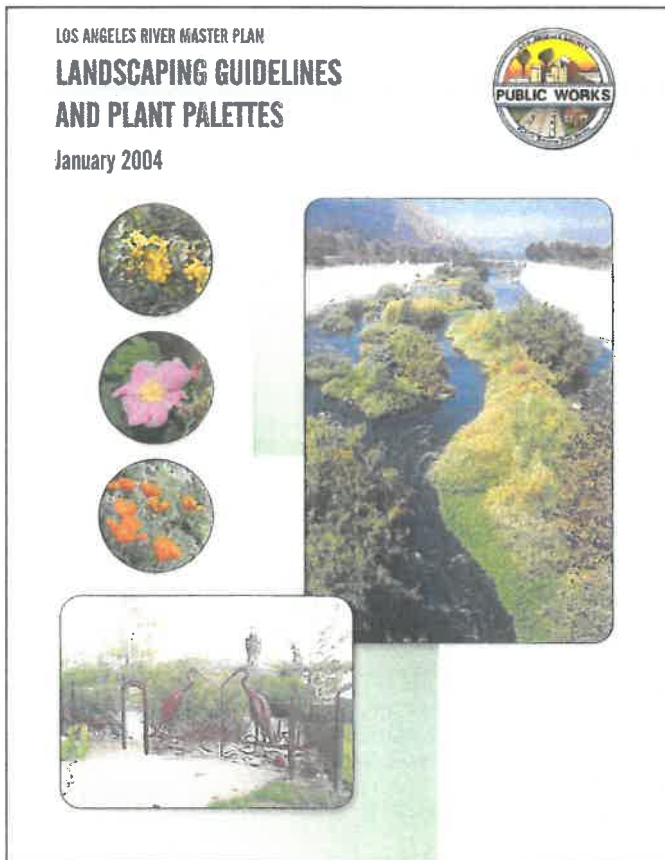




# Los Angeles River Landscaping Guidelines

Los Angeles County Dept. of Public Works

PROJECT COST: \$75,000 EDIT ADOPTION: 2004



As the first supporting document to the County's Los Angeles River Master Plan, the Landscaping provides a solid framework to inspire future recreational development and habitat restoration along the entire length of the Los Angeles River from Calabasas to Long Beach. The Standards promote sustainability, ecological enhancement, and reconnection to the urban public. The project addresses broad issues such as circulation, safety, and flood control through planning criteria as well as site-specific issues including interpretive features, planting palettes, and custom site amenities through detailed illustrations and specifications.



The River Gate by Michael Amescua and Rattlesnake Park, designed and installed by North East Trees.



**FEE ESTIMATE AND RATE SCHEDULE**

Withers & Sandgren, Ltd.



**ARNEILL RANCH PARK RENOVATION**

Proposal 04/26/2019	Land Arch/ Principal WS	Land Arch/Irrig/ Associate WS	Land Arch/ Draftsperson WS	Civil Engineer/ Principal BLH	Civil/Survey/ Surveyor JT ENG	Task Subtotal
<b>Billing Rate Per Hour</b>	\$ 150.00	\$ 135.00	\$95.00	\$165.00	\$135.00	
<b>Task 1. Pre-Investigation and Site Analysis</b>						
1.1 Kick-off Meeting w/City	4	4		4		\$ 1,800.00
1.2 Refine Scope of Work/Schedule	4		4			\$ 980.00
1.3 Create Topographic Survey					70	\$ 9,450.00
1.4 Team site visits and site analysis	8	8		8		\$ 3,600.00
1.5 Meetings Summary and Documentation			12			\$ 1,140.00
1.6 Prepare interim base plan from Google Earth for early work		2	6			\$ 840.00
<b>Task Subtotal</b>	\$ 2,400.00	\$ 1,890.00	\$ 2,090.00	\$ 1,980.00	\$ 9,450.00	\$ 17,810.00
<b>Task 2. Prelim. Schematic Design &amp; Comm. Outreach</b>						
2.1 Park elements review with District	4					\$ 600.00
2.2 Prepare Outreach Strategy Report, review with District	4					\$ 600.00
2.3 Develop outreach materials, flyers, postcards, notices		8	8			\$ 1,840.00
2.4 Obtain address information within 1/2 mile radius, mail postcard		8	8			\$ 1,840.00
2.5 Distribute flyers and notices			8			\$ 760.00
2.6 Prepare community outreach meeting #1 materials	4	8	8			\$ 2,440.00
2.7 Attend Community Meeting #1	5	5	5			\$ 1,900.00
2.8 Prepare community outreach meeting #2 materials for Design Charrette	2	4	8			\$ 1,600.00
2.9 Attend Community Meeting #2	5	5	5			\$ 1,900.00
2.10 Attend Long Range Planning Committee meeting	4					\$ 600.00
2.11 Prepare for and attend Pop-Up Event (meeting #3)	5		5			\$ 1,225.00
2.12 Meet with District and City to review community preferences, strategize top priorities for alternatives	4					\$ 600.00
2.13 Develop Design Alternatives	16	24	24	16		\$ 10,560.00
2.14 Review Design Alternatives with District and City	5					\$ 750.00
2.15 Prepare preliminary cost estimates	4	8		6		\$ 2,670.00
2.16 Phasing opportunities research based on costs and priorities	4	8		4		\$ 2,340.00
2.17 Revise per comments and prepare for community meeting #4	4	8	16			\$ 3,200.00
2.18 Attend Community Meeting #4	5	5	5			\$ 1,900.00
2.19 Review community feedback and preferences with District and City	5					\$ 750.00
2.20 Prepare summaries and documentation of community process for grant application support	4	8	8			\$ 2,440.00
<b>Task Subtotal</b>	\$ 12,600.00	\$ 13,365.00	\$ 10,260.00	\$ 4,290.00	\$ -	\$ 40,515.00
<b>Task 3. Final Schematic Design Development</b>						
3.1 Develop Final Design Plan	16	24	36	24		\$ 13,020.00
3.2 Review Final Design Plan with District and City	5					\$ 750.00
3.3 Refine Final Design		8	8	4		\$ 2,500.00
3.4 Present Final Design to PVPRD District Board	5	5				\$ 2,500.00
3.5 Revise Final Design per comments and prepare color presentation graphic		8	8			\$ 1,840.00
3.6 Prepare cost estimate with phasing for Final Design	4	8		4		\$ 2,340.00
3.7 Prepare for and attend Community Meeting #5	5	5	5			\$ 1,900.00
3.8 Meet with City as needed to finalize submittal materials	4					\$ 600.00
3.9 Prepare Final Plan Submittal	2	8	16			\$ 2,900.00
3.10 Present Final Report to District Board	4					\$ 600.00
<b>Task Subtotal</b>	\$ 6,750.00	\$ 8,910.00	\$ 6,935.00	\$ 5,280.00	\$ -	\$ 28,950.00
<b>Direct Labor Total</b>	\$ 21,750.00	\$ 24,165.00	\$ 19,285.00	\$ 11,550.00	\$ 9,450.00	\$87,275.00
<b>Reimbursable Expenses (7% estimated fee)</b>						\$ 6,109.25
<b>Postage and Mailers</b>						\$ 2,500.00
<b>Total Fee with Expenses, Postage and Mailers</b>						\$95,884.25

# PLEASANT VALLEY RECREATION AND PARK DISTRICT

## CONTRACT SERVICES AGREEMENT FOR

### ARCHITECTURAL & DESIGN SERVICES

This agreement is made and entered into, effective March 7, 2019 between the PLEASANT VALLEY RECREATION AND PARK DISTRICT, a public agency ("District"), and Withers & Sandgren, LTD., a California Corporation ("Consultant").

#### RECITALS

**WHEREAS**, following District's Request for Proposal process, the District desires to contract with Consultant for certain professional Design and Architectural services necessary for the Arneill Ranch Park Renovation Project ("Project").

**WHEREAS**, Consultant represents that it has the qualifications and technical skills, experience and expertise to perform these services for the District.

**NOW THEREFORE**, based on the terms and conditions herein, the parties agree as follows:

#### 1.0 SCOPE OF SERVICES

1.1 In compliance with all terms and conditions of this Agreement, Consultant shall provide the work and services specified in the "Scope of Services" attached hereto as *Exhibit "B"* and incorporated herein by this reference. Consultant warrants that all work or services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner.

1.2 Consultant's Proposal. The Scope of Services shall include the Consultant's proposal or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law. Subject to the generally accepted standards of professional skill and care, work and services rendered hereunder shall be provided in accordance with applicable ordinances, resolutions, statutes, rules, and regulations of the District and any Federal, State or local governmental agency having jurisdiction.

1.4 Licenses, Permits, Fees and Assessments. Consultant shall obtain at its sole cost and expense, such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Consultant shall have the sole obligation to pay for any fees, assessments, taxes, including applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the services required by this Agreement; and shall indemnify, defend and hold harmless District against any claim for such fees, assessments, taxes, penalties or interest levied, assessed or imposed against District hereunder.

1.5 Familiarity with Work. By executing this Agreement, Consultant represents that Consultant (a) has investigated and considered the scope of services to be performed, (b) has considered how the work and services should be performed, and (c) understands the facilities, difficulties and restrictions attending performance of the services under this Agreement.

1.6 Consultant's Services include. As further described in Exhibit "B".

- (a) Predesign Services
- (b) Conceptual (Schematic) Design Services
- (c) Community Workshops
- (d) Topographic Survey
- (e) Cost Estimate

1.7 Additional Services. District shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the General Manager to the Consultant, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably contemplated therein. Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor.

1.8 Environmental Laws. Consultant shall comply with all applicable environmental laws, ordinances, codes and regulations of Federal, State, and local governments. Consultant shall also comply with all applicable mandatory standards and policies relating to energy efficiency.

## 2.0 TERMS OF CONTRACT

2.1 Term. Unless otherwise earlier terminated as specified in Section 7.4 below, this Agreement shall commence on the date set forth above and shall expire at completion of the Project no later than August 31, 2019. Consultant shall complete all work in accordance with the timeline set forth in the Proposal.

2.2 Contract Sum. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the "Schedule of Compensation" attached hereto as *Exhibit "C"* and incorporated herein by this reference, but not exceeding the maximum contract amount of Ninety-five Thousand Eight Hundred Eighty-five Dollars (\$95,885.00) ("Contract Sum"), except as provided in Section 1.7. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Consultant's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as

may be specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Consultant at all project meetings reasonably deemed necessary by the District.

Consultant agrees that if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services or if Consultant is providing design services, the cost of the project being designed, Consultant shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Consultant is providing design services, the estimated increased or decreased cost estimate for the project being designed.

2.3 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Consultant wishes to receive payment, no later than the first (1st) working day of such month, Consultant shall submit to the District, in a form approved by the District's Administrative Services Manager, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.2, District shall pay Consultant for all expenses stated thereon which are approved by District pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form.

No payment made under this Agreement shall be conclusive evidence of Consultant's performance of the Agreement, either wholly or in part, and no payment shall be construed to be an acceptance of Consultant's work.

### 3.0 PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Consultant shall commence the services pursuant to this Agreement upon the executed agreement and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as *Exhibit "D"*, if any, and incorporated herein by this reference. When requested by the Consultant, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the General Manager but not exceeding thirty (30) days cumulatively.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the District, if the Consultant shall, within ten (10) days of the commencement of such delay, notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay and extend the time for performing the services for the period of the enforced delay when and if, in the judgment of the Contract Officer, such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Consultant be entitled to recover damages against the District for any delay in the performance of this Agreement, however caused; Consultant's sole remedy being extension of the Agreement pursuant to this Section.

## 4.0 COORDINATION OF WORK

4.1 Representative of Consultant. Jim Wirick, Jeremy Hart, Arash Izadi, Jeff Schaub, John Courtney and Chris Lentz are hereby designated as being the representatives of Consultant authorized to act on its behalf with respect to the work or services specified herein and to make all decisions in connection therewith.

It is expressly understood that the experience, knowledge, capability and reputation of the representatives were a substantial inducement for District to enter into this Agreement. Therefore, the representative shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services hereunder. For purposes of this Agreement, the representative may not be replaced nor may his responsibilities be substantially reduced by Consultant without the express written approval of District.

4.2 Contract Officer. The District's Manager is hereby designated as the representative of the District authorized to act on its behalf with respect to the work and services and to make all decisions in connection therewith ("Contract Officer"). It shall be the Consultant's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Consultant shall refer any decisions which must be made by District to the Contract Officer. The District may designate another Contract Officer by providing written notice to Consultant.

4.3 Prohibition Against Subcontracting or Assignment. The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for the District to enter into this Agreement. Therefore, Consultant shall not contract with any other entity not already identified in Exhibit C to perform in whole or in part the services required hereunder without the express written approval of the District. In addition, neither this Agreement nor any interest herein may be transferred or assigned without the prior written approval of District. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant taking all transfers into account on a cumulative basis. A prohibited transfer or assignment shall be void. No approved transfer shall release the Consultant or any surety of Consultant of any liability hereunder without the express consent of District.

4.4 Independent Contractor. Neither the District nor any of its employees shall have any control over the manner or means by which Consultant, its agents or employees, perform the services required herein, except as otherwise set forth herein. Consultant shall perform all services required herein as an independent contractor of District and shall remain under only such obligations as are consistent with that role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of District. District shall not in any way or for any purpose become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant.

(a) Pursuant to this Agreement, Consultant is rendering professional services only and any payments made to it are compensation solely for such services as it may render and recommendations it may make in the performance of services.



(b) Consultant agrees that all dealings of the parties under this Agreement shall be confidential, and writings, reports, data, information or communication developed, prepared or assembled by Consultant by District, shall not be revealed, disseminated or made available by Consultant to any person or entity other than District without the prior written consent of District, unless otherwise required by subpoena or applicable law.

## 5.0 INSURANCE AND INDEMNIFICATION

5.1 Insurance. Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to District, during the entire term of this Agreement including any extension thereof, the types and amounts of insurance described in Exhibit "A".

All of said policies of insurance shall provide that said insurance may be not cancelled without providing ten (10) days prior written notice by registered mail to the District. In the event any of said policies of insurance are cancelled or amended, Consultant shall, prior to the cancellation or amendment date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until Consultant has provided District with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by District.

Consultant agrees that the provisions of this Section 5.1 shall not be construed as limiting in any way the extent to which Consultant may be held responsible for the payment of damages to any persons or property resulting from Consultant's activities or the activities of any person or persons for which Consultant is otherwise responsible.

### 5.2 Indemnity.

(a) Indemnity for Professional Liability Insurance. Consultant shall indemnify, defend and hold harmless District and its officers, employees, agents (the "District's Parties") from and against any and all losses, liabilities, damages, costs and expenses, including attorneys' fees and costs to the extent same are caused in whole or in part by any negligent or intentional wrongful act, error or omission of Consultant, its officers, agents, employees of subcontractors (or any entity or individual for which Consultant shall bear legal liability) in the performance of professional services under this Agreement. The Consultant's duty to indemnify under this section, including the duty and the cost to defend, is limited as provided in California Civil Code section 2782.8.

(b) Indemnity for Other Than Professional Liability. Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless District and District's Parties from and against any liability (including liability for claims, suits, actions, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, defense costs and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

(c) Submission of Insurance. Submission of insurance certificates or other proof of coverage shall not relieve Consultant from liability under this indemnification and hold

harmless provisions. These provisions shall survive the termination of this Agreement and shall apply whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

## **6.0 RECORDS AND REPORTS**

6.1 Reports. Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require.

6.2 Records. Consultant shall keep, and require subcontractors to keep, such books and records as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of District, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the District shall have access to such records in the event any audit is required.

6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Consultant, its employees, subcontractors and agents in the performance of this Agreement shall be the property of District and shall be delivered to District upon request of the Contract Officer or upon the termination of this Agreement and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by District of its full rights of ownership of such documents and materials. Consultant may retain copies of such documents for its own use and Consultant shall have an unrestricted right to use the concepts embodied therein.

## **7.0 ENFORCEMENT OF AGREEMENT**

7.1 California Law. This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Ventura, State of California, or any other appropriate court in such county, and Consultant agrees to submit to the personal jurisdiction of such court in the event of such action.

7.2 Retention of Funds. Consultant hereby authorizes District to deduct from any amount payable to Consultant (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate District for any losses, costs, liabilities, or damages suffered by District, and (ii) all amounts for which District may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform Consultant's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, District may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of District to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Consultant to insure, indemnify, and protect District as elsewhere provided herein.

7.3 Waiver. No failure or delay by District in asserting any of District's rights and remedies as to any default of Consultant shall operate as a waiver of the default, of any subsequent or other default by Consultant, or of any of District's rights or remedies. No such delay shall deprive District of its right to institute and maintain any actions or proceeding which may be necessary to protect, assert or enforce any rights or remedies arising out of this Agreement or the performance of this Agreement.

7.4 Termination Prior to Expiration of Term. Consultant specifically acknowledges and agrees that the District may at any time during the term of this Agreement terminate Consultant's services with or without cause, and without penalty, at the completion of any phase of Consultant's services as set forth in Exhibit "B." Any termination or any special instructions hereunder from District shall be made in writing. In the event this Agreement is terminated, all data, specifications, documents and information generated by Consultant in connection with the Project shall be delivered to District and may be used by District. Copies of these materials may be retained by Consultant.

7.5 Completion of Work After Termination for Default of Consultant. If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, District may, after compliance with the provisions of Section 7.4, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the District shall use reasonable efforts to mitigate such damages), and District may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the District as previously stated.

7.6 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, shall be entitled to reasonable attorneys' fees, whether or not the matter proceeds to judgment, and to all other reasonable costs for investigating such action, taking depositions and discovery, including all other necessary costs the court allows which are incurred in such litigation.

7.7 Additional Provisions. Consultant agrees that no full-time employee of the District shall be employed by its firm during the period that this Agreement is in effect.

## **8.0 DISTRICT OFFICERS AND EMPLOYEES: NON-DISCRIMINATION**

8.1 Non-liability of District Officers and Employees. No officer or employee of the District shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the District or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest: District. No officer or employee of the District shall have any financial interest in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects their financial interest or the financial interest of any corporation, partnership or association in which there is an interest, in violation of any State statute or regulation.

8.3 Conflict of Interest; Consultant. Consultant warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement. Consultant shall comply with all conflict of interest laws and regulations including, without limitation, District's Conflict of Interest Code which is on file in the District Clerk's office.

8.4 Covenant Against Discrimination. Consultant covenants that, by and for itself, its executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement. Consultant shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin or ancestry.

## 9.0 MISCELLANEOUS PROVISIONS

9.1 Notice. Any notice or other communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail addressed as follows:

To Consultant: Withers & Sandgren, Ltd.  
Attn: Lacey Withers  
20948 Tulsa St.  
Chatsworth, CA 91311

To District: Pleasant Valley Recreation & Park District  
Attn: Mary Otten, General Manager  
1605 E. Burnley Street  
Camarillo, CA 93010

Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Incorporation of Recitals. The foregoing recitals are incorporated herein as though fully set forth.

9.3 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.4 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by an instrument in writing signed by both parties.

9.5 Severability. Should a portion of this Agreement be declared invalid or unenforceable by a judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties unless the invalid

provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.6 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

9.7 Assistance by District. District agrees to provide to Consultant available information of relevance to Consultant's work, including all data and documents pertaining to the Project and Consultant shall be entitled to reasonably rely upon such. District pledges to work cooperatively with Consultant and render all reasonable assistance toward completion of Consultant's work.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the parties have executed and entered into this Agreement as of the date first written above.

**DISTRICT:**

Pleasant Valley Recreation & Park District,

\_\_\_\_\_  
Robert Kelley, Board Chair

ATTEST:

\_\_\_\_\_  
Anthony Miller, District Clerk

APPROVED AS TO FORM:  
Aleshire & Wynder, LLP

\_\_\_\_\_  
Tiffany J. Israel, District Council

**CONSULTANT:**

Lacey Withers, Withers & Sandgren, LTD.

By: \_\_\_\_\_  
Name: Lacey Withers, ASLA  
Title: Principal

Address: 20948 Tulsa St.,  
Chatsworth, CA 91311

[END OF SIGNATURES]

**EXHIBIT "A"**

**PLEASANT VALLEY RECREATION & PARK DISTRICT  
INSURANCE REQUIREMENTS**

Consultant shall procure and maintain for the duration of the Agreement (and thereafter as specified herein) insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by Consultant, his agents, representatives, employees or subcontractors.

**MINIMUM SCOPE OF INSURANCE**

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage (occurrence form CG 00 01).
2. Insurance Services Office form number CA 00 01 covering Automobile Liability, Code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

**MINIMUM LIMITS OF INSURANCE**

Consultant shall maintain limits no less than:

1. General Liability (Including operations, products and completed operations, as applicable): \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage. Said policy shall include coverage for owned, non-owned, leased and hired cars.
3. Workers' Compensation Insurance: A policy of workers' compensation insurance on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000.00 per accident for all covered losses.
4. Errors and Omissions Liability: A policy of professional liability insurance in an amount not less than \$1,000,000 per occurrence.
5. Contractors Pollution Liability: N/A

6. Asbestos Pollution Liability: N/A

### **DEDUCTIBLES AND SELF-INSURED RETENTION**

Any deductibles or self-insured retentions must be declared to and approved by the District. At the option of the District, either (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the District and its directors, officers, employees, agents and volunteers (collectively "District Parties"), or (2) Consultant shall provide a financial guarantee satisfactory to the District guaranteeing payment of losses and related investigations, claim administration and defense expenses.

### **OTHER INSURANCE PROVISIONS**

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The District and District Parties are to be covered as insureds as respects: liability arising out of work or operations performed by or on behalf of the Architect; or automobiles owned, leased, hired or borrowed by Consultant.
2. For any claims related to this Agreement, Consultant's insurance coverage shall be primary insurance as respects the District and District Parties. Any insurance or self-insurance maintained by the District and District Parties shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days prior written notice has been provided to the District.

If General Liability, Contractors Pollution Liability and/or Asbestos Pollution Liability and/or Errors & Omissions coverages are written on a claims-made form:

1. The retroactive date must be shown and must be before the date of this Agreement or the beginning of work on the Project.
2. Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the contract of the Project.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the Agreement effective date, Consultant must purchase an extended period coverage for a minimum of five (5) years after completion of the Project.
4. A copy of the claims reporting requirements must be submitted to the District for review and approval.



### **ACCEPTABILITY OF INSURERS**

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the District. Exception may be made for the State Compensation Insurance Fund when not specifically rated.

### **VERIFICATION OF COVERAGE**

Consultant shall furnish the District with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the District, or on other than the District's forms provided those endorsements conform to District requirements and are acceptable to the District. All certificates and endorsements are to be received and approved by the District before work commences. However, failure to do so shall not operate as a waiver of these insurance requirements. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

### **SUB-CONTRACTORS**

Consultant shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractor shall be subject to all the requirements stated herein.

END OF PAGE

## EXHIBIT "B"

### SCOPE OF SERVICES for ARCHITECTURAL DESIGN FOR THE ARNEILL RANCH RENOVATION PROJECT

#### PROJECT DESCRIPTION

The project includes the firm to conduct focused community outreach efforts over the course of five community meetings, create specific design concept alternatives, conduct parking analyses, and calculate refined cost estimates. The District is looking forward to developing concept plans for the Project based upon substantial public input and using the designs as a basis for applying for a grant through the Statewide Park Program.

#### PROJECT SCHEDULE

The anticipated Project Schedule is as follows:

##### **1 General Development and Community Outreach**

- 1.1 – Kick off Meeting with District
- 1.2 – Topographic Survey – 5/1 - 5/15
- 1.3 – Information Gathering/Site Analysis – 5/1 - 5/15
- 1.4 – Community Meeting #1 (Weeknight Event, Design Charette) – 5/21**
- 1.5 – Community Meeting #2 (Weekend Event, Design Charette) – 6/1**
- 1.6 – Long Range Planning Committee Meeting – 6/4
- 1.7 – Community Meeting #3 (Pop-up Evening Event, Design Charette) – 6/5**

##### **2 Schematic Design Development**

- 2.1 – Develop Design Alternatives – 6/6 - 6/14
- 2.2 – Review of Alternatives with PVRPD – 6/13
- 2.3 – Community Meeting #4 (Weekend Event, Presentation of Alternatives) – 6/15**
- 2.4 – Develop Final Design Plan – 6/17 - 6/28
- 2.5 – Review Final Design Plan with PVRPD – 6/27
- 2.6 – Refine Final Design Plan – 6/28 - 7/2
- 2.7 – Present Draft Final Design Plan to PVRPD Board – 7/3
- 2.8 – Meet with PVRPD to Review and Discuss – 7/8
- 2.9 – Revise Schematic Design as Needed – 7/9 - 7/15
- 2.10 – Community Meeting #5 (Weekend Event, Final Design Presentation) – 7/16**
- 2.11 – Meet with PVRPD as Needed – 7/16
- 2.12 – Prepare Final Plan Submittal -7/18 - 7/31
- 2.13 Present Final Report to District Board – 8/7

#### SCOPE OF WORK (BASIC SERVICES)

##### **0. Preliminary Pre-Investigation and Site Analysis**

- 0.1- Establish communication with District staff, introduce team members, establish regular meeting schedule. Obtain notice-to-proceed.

- 0.2- Discuss grant opportunities, strategies and opportunities for maximizing points.
- 0.3- Discuss permitting and process with District. Review, clarify and define project scope, schedule and budget. Review the project objectives, goals and strategies. Obtain available project documents, data, & studies.
- 0.4- Coordinate team site visit. Performance of a site reconnaissance to evaluate the surface conditions at the site and mark utilities.
- 0.5- Order topographic survey with JT Engineering Survey branch.
- 0.6- Barbara L. Hall to provide analysis and recommendations for stormwater opportunities and constraints.
- 0.7- Finalize Work Plan and modify agreement between District and Consultant.
- 0.8- Obtain input from District regarding drainage and utilities, opportunities and constraints.

**0. Deliverables:**

- Final Work Plan and Cost Proposal
- Existing Conditions documentation w/photos
- Summary of meeting(s)
- Create preliminary base plan (google earth) information w/title block and logo(s) (first and possibly second community meeting will likely be prior to survey completion)

**1. Preliminary Schematic Design Development and Community Outreach**

- 1.1- Review significance of park elements with District for design approach. Define all park subareas with District for special treatment.
- 1.2- Prepare Outreach Strategy and review with District. Maximize points through outreach process.
- 1.3- Establish meeting dates, times and locations for Community Meetings and District and Committee meetings and reviews
- 1.4- Prepare mailers, flyers and notices for community notification, distribute and mail out.
- 1.5- Explore/Understand design options: grading, electrical, utilities, site plan, landscape plans, edge treatments pedestrian and park use circulation for SITES criteria.
- 1.6- Establish potential locations of park improvements based on analysis and survey information, limitations, opportunities and constraints.
- 1.7- Coordinate with District regarding preferences and priorities of park elements, materials, etc.
- 1.8- Prepare for and present at Community Meeting #1 – Education and Site Analysis
- 1.9- Prepare for and present at Community Meeting #2 – Design Charrette in groups with paper cut outs, templates and base plans
- 1.10- Attend Pop Up Event (community meeting #3) – Design Charrette continued
- 1.11- Evaluate the community designs, priorities and preferences of project components with District and City to ensure compatibility with the long-term vision and needs.
- 1.12- Consultant design team to develop two alternative designs from the preferred community park recreation elements and layouts. Civil Engineer to work with site to provide creative design opportunities for stormwater retention for groundwater

recharge. Designs to consider and include opportunities for maximizing grant funding including but not limited to the SPP Grant.

- 1.13- Determine and prepare that design alternatives meet all project requirements and limitations including those created by existing conditions such as existing utility facilities, land ownership, easements and codes and regulations.
- 1.14- Identify, meet and coordinate with agencies, land use jurisdictions etc., as needed to identify opportunities and constraints.
- 1.15- Review alternatives with District and City prior to presentation to community and Long-Range Planning Committee.
- 1.16- Develop a preliminary cost estimate for schematic plan alternatives.
- 1.17- Explore phasing opportunities.
- 1.18- Meet with Long-Range Planning Committee meeting, receive feedback and revise alternatives as needed.
- 1.19- Prepare for and attend Community Meeting #4. Present alternative designs to community for feedback and voting preferences.
- 1.20- Review community feedback from Meeting #4 with District and City for priority review, preferences and strategies.
- 1.21- Prepare summaries and documentation of community process for grant application support.

#### **1. Deliverables:**

- Outreach Strategy Report
- SITES opportunities and Outreach Point maximizing Report
- Powerpoint presentation for Meeting #1
- Community Meeting #1 (weekday evening)
- Topographic Survey
- Base Plans, Workshop/Charrette Materials for Meeting #2
- Community Meeting #2 (weekend)
- Pop-Up Event – Design Charrette (Meeting #3, weekday evening)
- Two Alternative Design Options for Presentation at Meeting #4
- Color Schematic Plan Alternatives for Presentation
- Plant Palette Selections for Presentation
- Preliminary Cost Estimates
- Community Meeting #4 (weekend)
- Material Selection/Site Elements for Meeting #4 Presentation
- Community meeting preferences and priorities Summary and Documentation
- One Long Range Planning Committee Meeting
- Phasing Opportunities Documentation
- Community Outreach Documentation and Summary for Grant Application support

#### **2. Final Schematic Design Development**

- 2.1- Review alternative preferences with District and City.
- 2.2- Develop selected schematic design plan or the combination of several plans as needed into a Final Design for park.
- 2.3- Establish an overall design theme by coordinating with District requirements and the community. Create and confirm design standards with District.

- 2.4- Develop concept plant palette for schematic final design. Provide photo documentation of plant materials. Integrate plant palette into the natural ecosystem emphasizing the use of natives where possible to maximize SITES points.
- 2.5- Development of preliminary civil calculations as necessary for stormwater retention.
- 2.6- Develop a cost estimate for Final Design.
- 2.7- Prepare colored presentation plan for presentation.
- 2.8- Review presentation material and Final Design with District and City prior to presenting to community.
- 2.9- Present Final Design to District Board.
- 2.10- Adjust or revise presentation materials as desired.
- 2.11- Prepare for and present Final Design to community at Community Meeting #5.
- 2.12- Provide District and City with potential permitting requirements in memo form.
- 2.13- Prepare Final Plan submittal package.
- 2.14- Present Final Plan submittal to District Board.

**2. Deliverables:**

- Colored Final Design presentation graphic and supporting design graphics
- Final Plan Submittal
- Community Meeting #5 (evening weeknight)
- Community Meeting Summary and Photo Documentation
- Cost Estimate
- Final Materials Selection for SITES
- District Board Presentation
- Final Report information to District for Grant Application support.

**PROFESSIONAL SERVICES FEE  
for  
ARCHITECTURAL DESIGN**

<b>FEE ESTIMATE AND RATE SCHEDULE</b>						
Withers & Sandgren, Ltd.						
<b>ARNEILL RANCH PARK RENOVATION</b>						
Proposal 04/26/2019	Land Arch	Land Arch/Irrig	Land Arch	Civil Engineer	Civil/Survey	Task Subtotal
	Principal	Associate	Draftsperson	Principal	Surveyor	
	WS	WS	WS	BLH	JT ENG	
<b>Billing Rate Per Hour</b>	\$ 150.00	\$ 135.00	\$95.00	\$185.00	\$135.00	
<b>Task 1. Pre-Investigation and Site Analysis</b>						
1.1 Kick-off Meeting w/City	4	4		4		\$ 1,800.00
1.2 Refine Scope of Work/Schedule	4		4			\$ 980.00
1.3 Create Topographic Survey					70	\$ 9,450.00
1.4 Team site visits and site analysis	8	8		8		\$ 9,600.00
1.5 Meetings Summary and Documentation			12			\$ 1,140.00
1.6 Prepare interim base plan from Google Earth for early work		2	6			\$ 840.00
<b>Task Subtotal</b>	<b>\$ 2,400.00</b>	<b>\$ 1,890.00</b>	<b>\$ 2,090.00</b>	<b>\$ 1,980.00</b>	<b>\$ 9,450.00</b>	<b>\$ 17,810.00</b>
<b>Task 2. Prelim. Schematic Design &amp; Comm. Outreach</b>						
2.1 Park elements review with District	4					\$ 600.00
2.2 Prepare Outreach Strategy Report, review with District	4					\$ 600.00
2.3 Develop outreach materials, flyers, postcards, notices		8	8			\$ 1,840.00
2.4 Obtain address information within 1/2 mile radius, mail postcard		8	8			\$ 1,840.00
2.5 Distribute flyers and notices			8			\$ 760.00
2.6 Prepare community outreach meeting #1 materials	4	8	8			\$ 2,440.00
2.7 Attend Community Meeting #1	5	5	5			\$ 1,900.00
2.8 Prepare community outreach meeting #2 materials for Design Charrette	2	4	8			\$ 1,600.00
2.9 Attend Community Meeting #2	5	5	5			\$ 1,900.00
2.10 Attend Long Range Planning Committee meeting	4					\$ 600.00
2.11 Prepare for and attend Pop-Up Event (meeting #3)	5		5			\$ 1,225.00
2.12 Meet with District and City to review community preferences, strategize top priorities for alternatives	4					\$ 600.00
2.13 Develop Design Alternatives	16	24	24	16		\$ 10,560.00
2.14 Review Design Alternatives with District and City	5					\$ 750.00
2.15 Prepare preliminary cost estimates	4	8		6		\$ 2,670.00
2.16 Phasing opportunities research based on costs and priorities	4	8		4		\$ 2,340.00
2.17 Revise per comments and prepare for community meeting #4	4	8	16			\$ 3,200.00
2.18 Attend Community Meeting #4	5	5	5			\$ 1,900.00
2.19 Review community feedback and preferences with District and City	5					\$ 750.00
2.20 Prepare summaries and documentation of community process for grant application support	4	8	8			\$ 2,440.00
<b>Task Subtotal</b>	<b>\$ 12,600.00</b>	<b>\$ 13,365.00</b>	<b>\$ 10,260.00</b>	<b>\$ 4,290.00</b>	<b>\$ -</b>	<b>\$ 40,515.00</b>
<b>Task 3. Final Schematic Design Development</b>						
3.1 Develop Final Design Plan	16	24	36	24		\$ 13,020.00
3.2 Review Final Design Plan with District and City	5					\$ 750.00
3.3 Refine Final Design		8	8	4		\$ 2,500.00
3.4 Present Final Design to PVPRD District Board	5	5				\$ 2,500.00
3.5 Revise Final Design per comments and prepare color presentation graphic		8	8			\$ 1,840.00
3.6 Prepare cost estimate with phasing for Final Design	4	8		4		\$ 2,340.00
3.7 Prepare for and attend Community Meeting #5	5	5	5			\$ 1,900.00
3.8 Meet with City as needed to finalize submittal materials	4					\$ 600.00
3.9 Prepare Final Plan Submittal	2	8	16			\$ 2,900.00
3.10 Present Final Report to District Board	4					\$ 600.00
<b>Task Subtotal</b>	<b>\$ 6,750.00</b>	<b>\$ 8,910.00</b>	<b>\$ 6,935.00</b>	<b>\$ 5,280.00</b>	<b>\$ -</b>	<b>\$ 28,950.00</b>
<b>Direct Labor Total</b>	<b>\$ 21,750.00</b>	<b>\$ 24,165.00</b>	<b>\$ 19,285.00</b>	<b>\$ 11,560.00</b>	<b>\$ 9,450.00</b>	<b>\$87,275.00</b>
Reimbursable Expenses (7% estimated fee)						\$ 6,109.25
Postage and Mailers						\$ 2,500.00
<b>Total Fee with Expenses, Postage and Mailers</b>						<b>\$95,884.25</b>

EXHIBIT "C"  
TO SERVICE FEES

Invoices shall be submitted at the first of each month for work completed in the prior month. Invoices shall include an updated schedule of values allocating the Contract Sum among the phases listed in the Scope of Work identified in Exhibit B and the percentage of completion of each phase as of the end of the period covered by the invoice. Payment of services to be in accordance with Section 2.3 of the Contract Services Agreement.

**BASIC HOURLY RATE SCHEDULE**

If, after a design decision has been approved, the District or Consultant (if approved by the District) makes a decision for which its proper execution involves additional services and expense for changes in or additions to the drawings, specifications, or other documents; the Consultant shall be paid for such additional service and expense in accordance with the following Schedule of Billing Rates upon execution of an amendment to this Agreement. Consultant will bill in increments of 15 minutes (0.25 hours) and may not bill for travel time.

Principal	\$150.00
Water Conservation/Irrigation Specialist	\$135.00
Associate Landscape Architect	\$135.00
Senior CAD Draftsperson	\$120.00
Draftsperson	\$95.00
Clerical	\$75.00

**SCHEDULE OF COSTS/REIMBURSABLE EXPENSES:**

The schedule of Reimbursable Expenses for the Landscape Architect’s “in-house” services is as follows:

Reprographics:

Blueline or Blackline Prints	\$10.00 per 24 x 36 print
CAD Plots (on mylar)	\$45.00 per 24 x 36 print
CAD Plots (on heavy bond)	\$30.00 per 24 x 36 print
CAD Plots (on translucent bond)	\$24.00 per 24 x 36 print
Plotter Color Sheets	\$65.00 per 24 x 36 print (color graphics)
Plotter Color Sheets	\$135.00 per 36 x 48 print (color graphics)
Digital Scan Images	\$30.00 per 8 1/2 x 11 inch original
Digital Scan Images (oversize)	Direct Cost (not in-house)
Color Copies	\$1.50 per 8 1/2 x 11 inch
Color Copies	\$3.00 per 11 x 17 inch
B & L Laser Copies	\$.10 per 8 1/2 x 11 inch
B & L Laser Copies	\$.15 per 11 x 17 inch
Specifications Package	Direct Cost + 15%
Compact Disc	\$5.00 each
Delivery Services	Direct Cost + 15%
Express and Priority Mail	Direct Cost + 15%
Reprographic Expenses	Direct Cost + 15%

**EXHIBIT "C"**  
**TO SERVICE FEES**

Travel Expenses:  
Automobile Transportation                      \$.55 a mile

**APPROVED CONSULTANT /DISCIPLINES AND SUBCONTRACTORS**

Landscape Architecture:                      Withers & Sandgren, LTD.  
Surveying/Mapping Services:              JT Engineering  
Civil Engineering:                              BLH



**RESOLUTION NO. 627**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
PLEASANT VALLEY RECREATION AND PARK DISTRICT,  
APPROVING AND ADOPTING A BUDGET ADJUSTMENT FOR DESIGN  
SERVICES RELATING TO THE ARNEILL RANCH PARK RENOVATION  
PROJECT**

**WHEREAS**, the final Capital Improvements Budget for FY 2018-2019 was approved by the Pleasant Valley Recreation and Park District Board on July 5, 2018.

**WHEREAS**, on May 1, 2019 the recommended amendment \$105,473 for the Arneill Park Renovation Project to the Capital Improvement Budget for fiscal year 2018-2019 was presented to the Board, and

**WHEREAS**, the Board has considered the recommended amendment.

**NOW THEREFORE**, the Board of Pleasant Valley Recreation and Park District hereby resolves that:

1. The 2018-2019 Capital Improvements Budget amendment as attached hereto including estimated capital improvements are hereby approved and adopted effective May 1, 2019.

**PASSED AND ADOPTED** by the Board of Directors of Pleasant Valley Recreation and Park District this 1<sup>st</sup> day of May 2019, by the following vote:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

\_\_\_\_\_  
Robert Kelley, Chairman, PVRPD Board of Directors

**ATTESTED:**

\_\_\_\_\_  
Dr. Neal Dixon, Secretary, PVRPD Board of Directors