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ENVIRONMENTAL FORESIGHT, INC.
Landscape Architecture

March 5, 2015

Mr. Tom Williams, City Manager
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Regarding: McCandless City Park & Joint-Use School - Contract Fee Proposal
Milpitas, California

Dear Mr. Williams:

Environmental Foresight, Inc. (hereinafter "EFI") is pleased to present this Contract Fee Proposal to the City of Milpitas (hereinafter "Client") for Landscape Architectural services for the McCandless City Park & Joint-Use School project at McCandless Drive and Montague Expressway, in Milpitas California. This proposal is based on a scoping meeting at the City Manager's office on 2/26/15.

Our understanding is that the City reached an agreement with the Milpitas Unified School District (MUSD) to sell 6.7 acres of the City owned 10.88 acre McCandless site for a new K-6 school. A portion of the City owned parcel will be used as joint-use for park and school recreation facilities. The scope of the project herein is to commence design of the City park and joint-use parcels to develop a state-of-the and recreational facility for the community. A design effort for street frontage, trail connections, park amenities, for the joint-use school area are required to move the project from initial program studies through final construction.

For your consideration, we have included a detailed outline of our phases, tasks, and design fees for your understanding. If you should have any questions or concerns regarding this proposal please contact us.

Our Scope of Services shall be as follows:

Phase One: Program Development

Task 1.1 Kick-off Meeting/Site Visit

Meet with the Client and consultant team to more thoroughly discuss the design issues, program, and ultimate vision for the City park and joint-use school project. Specifically, we will review and identify project goals, establish methods of communications, and review the project schedule. In addition, we will visit the project site and investigate the existing conditions and local context.

Task 1.2 Agency 'Needs Assessment' Meetings

Meet with the following agencies to gather information and obtain input on the proposed City park and joint-use school program (assume three (3) meetings):

1. Milpitas Unified School District (MUSD) & School Design Team
2. Parks Recreation & Cultural Resources Commission (PRCRC)

3. City Staff Meeting to review findings

Task 1.3 Program Studies

Explore the site's opportunities and constraints and prepare precedent images to aid in understanding possible program amenities for the project site. Conceptual diagrammatic programming sketches, studies, and imagery will be prepared for City staff review in anticipation of the first Community Workshop.

Task 1.4 Community Workshop #1

Conduct a Community Workshop with City staff to present the site's opportunities and constraints and possible program amenities which are practical for the project. The community's input will be acknowledged to help determine the desired park amenities.

Task 1.5 City Staff Meeting/Next Steps

Meet with City staff to review input from the first Community Workshop, synthesize the gathered information, and discuss next steps for preparation of the Concept Alternatives.

Phase Two: Concept Alternatives

Task 2.1 Concept Plan Development

Generate two (2) joint-use park concept plans based on information gathered in Phase One. The concept plans will be color rendered and supported with imagery/sketches to help communicate the design concepts for presentation purposes.

Task 2.2 Agency Presentation Meetings

Present the Concept Alternatives and incorporate feedback with a round of Concept Plan refinements after each meeting from each agency listed below (assume five (5) meetings):

1. City Staff
2. MUSD & School Design Team
3. PRCRC
4. Water District
5. City Staff Final Review

Task 2.3 Community Workshop #2

Conduct a second Community Workshop with City staff to present the two Concept Alternatives. The community's input will be acknowledged to help determine the direction of a Preferred Concept Plan.

Task 2.4 City Staff Meeting/Next Steps

Meet with City staff to review input from the second Community Workshop, synthesize the gathered information, and discuss next steps for preparation of the Preferred Concept Plan.

Phase Three: Preferred Concept Plan

Task 3.1 Preferred Concept Plan

Prepare a Preferred Concept Plan by incorporating gathered feedback from the Concept Alternatives for public hearings and approvals. The Preferred Concept Plan will be color rendered and supported with imagery/sketches to help communicate the design for presentation and approval purposes.

Task 3.2 Planning Commission Public Hearing

Present the Preferred Concept Plan to the Planning Commission for approval (assume one (1) public hearing).

Task 3.3 City Council Public Hearing

Present the Preferred Concept Plan to the City Council for approval (assume one (1) public hearing).

Phase Four: Design Development (estimated)

Take the Preferred Concept Plan and begin to develop the design into working drawing format. Initiate coordination with the consultant design team for agency approvals.

Task 4.1 Grading & Drainage Coordination

We will coordinate with the civil engineer on their grading and drainage concepts, vehicular right-of-way improvements, and potential stormwater mitigation design.

Task 4.2 Layout Plans

EFI will prepare Layout plans describing and locating pedestrian hardscape areas and site furnishing amenities including ball fields, trail connections, outdoor gathering areas, street frontage, and general paving materials. Pedestrian light fixtures will be selected for application and style.

Task 4.3 Irrigation Master Plan/Concept

An irrigation concept will be developed that will guide the irrigation design and coordination effort with the adjoining school site. The Irrigation Master Plan will be designed to accommodate a fully-automatic, water conserving irrigation system designed per the City's stringent water efficient landscaping requirements. Note that the actual irrigation system design (mainline/valves/laterals/head layout) will be provided within the Construction Document phase for building permit.

Task 4.4 Planting Plans

Prepare planting plans. Proposed plant materials will be located and identified with both botanical and common names, plant container sizes at installation, and quantities. Native and Mediterranean drought tolerant plant species will be used as appropriate to work with the proposed high-efficient irrigation system and the stormwater treatment areas.

Task 4.5 Details/Specifications/Notes

We will include design development details for hardscape various site amenities, site furnishings, and planting. Landscape Specification sections will be provided and coordinated in outlined format for inclusion in the draft Technical Specifications manual.

Task 4.6 Team Meetings and School Coordination

During the Design Development Phase we assume there will be a need to meet occasionally with the Client, school design team, and the City agencies to refine the design, review and discuss plan-check comments, and resolve general project issues. We will assume up to four (4) local Bay Area meetings during this Phase with the majority of project issues resolved via email correspondences and telephone.

Phase Five: Construction Documents (estimated)

Prepare landscape Construction Documents for building permitting, bidding, and construction. During this Phase, we have included a 100% City submittal and one (1) round of reasonable landscape related City plan check comments.

Task 5.1 Grading & Drainage Coordination

We will finalize coordination efforts with the civil engineer on developing landscape treatment measures for stormwater mitigation design and provide general input on their grading and drainage concepts. Note that all grading and drainage shall be designed by the engineer and indicated on their plans.

Task 5.2 Layout Plans

EFI will refine the Layout plans describing and dimensioning hardscape and site feature amenities including ball fields, trail connections, outdoor gathering areas, street frontage, and paving/hardscape materials. A pedestrian lighting concept will be developed indicating general light fixture locations and design intent. Final light fixture locations, type/models, photometric analysis, and circuiting shall be by the Electrical engineer. A hardscape material schedule will be included identifying colors, finishes, etc. Site amenities will be called-out and referenced to details and specifications/notes.

Task 5.3 Irrigation Plans

We will include a fully-automatic water-conserving irrigation system for all proposed landscape areas. Legend of equipment, standard specifications, watering schedules, and water use calculations will be included to comply with City's stringent water conservation requirements.

Task 5.4 Planting Plans

Refinement of planting plans for construction. All proposed plant materials will be located and identified with both botanical and common names, plant container sizes at installation, water use ratings, and quantities. Native and Mediterranean drought tolerant plant species will be used as appropriate to work with the proposed high-efficient irrigation system and the stormwater treatment areas.

Task 5.5 Details/Specifications/Notes

We will include construction details for site furnishings, various site amenities, pedestrian hardscape, irrigation, and planting with all written landscape Specification sections prepared for inclusion in the Technical Specifications manual. Assume front-end specifications will be prepared by the Client.

Task 5.6 Team Meetings and School Coordination

During the Construction Document Phase we assume there will be a need to meet occasionally with the Client, school design team, and City agencies to refine the design, review and discuss plan-check comments, and resolve general project issues. We will assume up to six (6) local Bay Area meetings for this Phase with the majority of project issues resolved via email correspondences and telephone.

Phase Six: Construction Administration (estimated)

Provide assistance to landscape related bidding clarifications, RFI's, landscape submittals, and site observations for the approved landscape Construction Documents.

Task 6.1 Bidding Assistance

Provide assistance to the Client during the bidding process with contractors. EFI can review and respond to landscape bid clarifications. All communications with bidders will be formally documented.

Task 6.2 Landscape Submittals

We can respond as appropriate to all landscape related submittals requested in the specifications and notes. Responses can be formally reviewed, and if acceptable, approved for installation.

Task 6.3 Request for Information (RFI)

EFI can review and respond to landscape related RFIs (Request for Information), ASI & Bulletins, etc. during construction. All communications will be formally sent through the Client.

Task 6.4 Punch Lists and Substantial Completion

After project construction EFI can assist the Client and review the site installation for conformance to the approved plans. We budgeted for ten (10) site visits to prepare punch lists, etc.; one (1) pre-

construction meeting and nine (9) site visits to monitor construction. We can be available to work with construction phasing and timelines on an hourly basis if additional assistance is requested by the Client.

Our Lump Sum Design Fees for the above described Phase One Tasks shall be:

Phase One: Program Development	**$12,800.**
Phase Two: Concept Alternatives	**$28,600.**
Phase Three: Preferred Concept Plan	**$12,000.**
SUB-TOTAL PHASE 1-3 DESIGN FEE:	**$53,400.**

Phase Three: Design Development	**est. $55,000.**
Phase Four: Construction Documents	**est. $45,000.**
Phase Five: Construction Administration	**est. $15,000.**
SUB-TOTAL PHASE 3-5 ESTIMATED DESIGN FEE:	**$115,000.**

Project Team Consultants (surveyor, civil, electrical, structural)	**est. $80,000.**

Progress "Percent Complete" billing will be invoiced monthly and is due upon receipt.

CLARIFICATIONS TO THE CONTRACT

1. All reimbursable expenses, such as plotting, color/grayscale reproductions, mylars, postage and delivery, soils reports, etc. shall be at cost +15% for handling in addition to the design fees stated above.
2. This is a competitive fee proposal and does not allow for major or multiple revisions required by the client, consultants, contractor, and/or public agencies. These will be considered extra services.
3. All grading and drainage, water proofing, signage, public art design, structural engineering, water feature/pool mechanical design, vehicular paving, trash enclosure design, arborist evaluations, tree surveys, light circuiting, and demolition plans shall be by others.
4. EFI assumes that all background base information (architecture, civil improvements, utilities, surveys) will be provided by others as digital AutoCAD files for our use.
5. Additional meetings, public hearings, site visits, illustrative exhibits, plan revisions, cost estimates/bid forms, value engineering, As-Built drawings, irrigation audits, and/or maintenance manuals, not included above, may be requested by the Client as additional services.
6. All plan and document processing fees, applications, permitting procedures, and approvals with public agencies shall be by others.
7. This Fee Proposal is valid for 60 days. EFI's billing rates are subject to change yearly.

We look forward to working with you and City staff to acquire approvals through construction for this joint-use park project. We feel we can contribute substantially to the park design, team orchestration, approval process, and implementation.

If you approve of the above, please sign below and email or fax a copy for our files so we can begin work and meet your schedule.

Sincerely,
ENVIRONMENTAL FORESIGHT, INC.

Scott E. Feuer, President
Landscape Architect
California Lic. #4648

ACCEPTED BY:
CITY OF MILPITAS

_____
Mr. Tom Williams, City Manager

_____
Date