



January 10, 2025

Rick De Santiago
Public Works Manager
City of Lake Elsinore
Corporate Yard
521 North Langstaff St.
Lake Elsinore, CA 92530

SUBJECT: LAKE ELSINORE MAIN STREET GATEWAYS DESIGN DEVELOPMENT PROPOSAL

Dear Rick,

On behalf of David Evans and Associates, Inc. (DEA), we are pleased to provide you with a proposal for design development services for the gateway structures on Main Street. A detailed proposal from Hunt Design for this work is shown in the attached exhibit.

DEA and Hunt Design prepared conceptual plans for the gateways and hence the scope of this proposal is to assist the City's design/build contractor with the design of the gateways.

TOTAL FEE - \$18,100 (Including \$500 reimbursables - \$18,600)

Items such as reproduction/ plotting services, mileage, and delivery costs (Federal Express, UPS, etc.) are considered reimbursable expenses and will be charged at actual cost plus 15%.

Any service requested that does not fall within the scope of services listed, or any duplication of work due to changes desired by the City of Lake Elsinore, will be performed on an "Extra Services" basis and negotiated accordingly.

Our DEA team is available to begin work immediately following the issuance of a notice to proceed. Should you have any questions or comments regarding this proposal, please feel free to contact me at (909) 561-7362. We would be happy to adjust the scope as needed to ensure we provide a level of service that is consistent with your needs.

Sincerely,

David Evans and Associates, Inc.

A handwritten signature in blue ink, appearing to read 'Todd Holmes'.

Todd Holmes, PLA 3561
Associate

A handwritten signature in purple ink, appearing to read 'Kim S. Rhodes'.

Kim S. Rhodes, PLA 3867
Vice President

Attachment: Hunt Proposal dated 1/6/25



43 East Colorado Blvd #200
Pasadena, CA 91105
626.793.7847

HUNT DESIGN

January 6, 2025

Todd Holmes
David Evans and Associates, Inc.
Land Development Business Unit
4141 E. Inland Empire Blvd., Suite 250
Ontario, CA 91764

Subject: Lake Elsinore Gateways Design Development Proposal

Scope of Work - Elements

- Gateway Arch Sign - Main St at Sumner Ave
- Gateway Sign - Main St at Lakeshore Dr
- Historic Route 395 Sign - Main St at Lakeshore Dr

Scope of Work - Services

Hunt Design will provide the following services and deliverables.

Design Development

- Prepare design-intent documents for the two locations of the Lake Elsinore gateway signs (as shown in Exhibit A) which can be used to coordinate with City-selected sign contractor.
- Using background plans provided by DEA, Hunt Design will prepare dimensioned sign location plans.
- Hunt will coordinate with DEA on exact placement of gateway elements.
- Hunt will coordinate with Electrical Engineer and Structural Engineer as needed.
- Hunt will prepare dimensioned Design Development drawings for all sign elements for use by sign contractor in preparing their shop drawings.
- Hunt will prepare written specifications for quality assurance of sign contractors' work.
- Hunt will attend meetings and respond to comments from DEA and City during process.

Work Products: 100% DD drawings (elevations, side views, details, specifications and sign location plans)

Construction Coordination

- Review shop drawings, color/material samples and other submittals provided by sign contractor(s).
- Respond to RFIs or requests for clarification.
- Review mock-up in sign shop.
- Conduct site visit to inspect signage installation.
- Prepare "punch list" of items requiring post installation attention by sign contractor.

Work Products: Submittal review, RFI responses and punch list.

ASSUMPTIONS

- Assumes team meetings to be conducted virtually. Up to 5 meetings assumed.
- Assumes that the City will engage a sign contractor for Design/Build services based on Hunt-provided Design Development drawings. Hunt Design to coordinate with sign contractor during shop drawing process.
- Structural design and calculations to be provided by sign contractor.
- Electrical engineering to be designed and documented by others.

EXCLUSIONS

- Structural Engineering services
- Electrical Engineering
- Services during Bid/procurement process
- Obtaining permits
- Submission of application to Authority Holding Jurisdiction
- Printing of multiple hard copies of bid package.
- Construction Administration services

EXPENSES

In addition to the above fees, Hunt Design Associates is to be reimbursed for standard expenses incurred in connection with this project at cost. Such expenses include: prints, mileage and other normal reproduction charges.

PROJECT SCHEDULE

Hunt Design can provide the services on any reasonable schedule to meet the project needs.

BILLING

Monthly invoices reflecting the percentage of work completed plus expenses will be submitted for payment. Invoices shall be paid within thirty (30) days of receipt. Applicable sales tax will be added to billing as required by the California State Board of Equalization.

CONDITIONS

Revisions and Additions: This proposal covers only the services outlined. If the scope of work changes, approved revisions or additions will be charged for on an hourly basis, and as an addition to the original contract.

Termination of Contract: Assuming just cause, either party reserves the right to terminate this agreement after giving ten (10) days written notice to the other. Hunt Design Associates shall be paid for services and reimbursable expenses incurred under this contract up to the date of such termination.

Cash Flow and Timely Payments: Timely and regular payments of Hunt Design Associates invoices are required for continuous work on the project.

Sequence of Work: The fees stated above are based on executing the project or large project portions as a group or groups. That is, items added out of sequence or after general approvals of areas or phases, may be considered as extra to the contract.

Limit of Quantity of Designs: A reasonable quantity of design solutions for individual elements will be developed for review. Excessive or unreasonable requests for redesign or additional design options may result in additional design fees.

Originality: All reasonable care will be taken to avoid accidental duplication of graphic designs already in existence, but responsibility and matters of registration, trademarking, copyrighting, rest with the owner.

Best Effort Basis: The creative services described above will be provided on a "best effort" basis. That is, Hunt Design Associates will create designs based on our training, experience and professional judgment and that represent our best effort; non-acceptance of the design(s) shall not constitute reason for non-payment.

Publicity: Hunt Design Associates reserves the right of reasonable publicity about its participation in this project.

Design Credit: Hunt Design is to be listed in display and publication of project credits when practical.

Extended Schedule: The fees stated above are based upon the described project schedule. Delays in the overall project schedule may result in additional fees. Restarting the project after an inactive period of more than two months will result in a restart fee of 3% of the total project fees.

Hunt Design commits to the terms of this proposal for a period of up to ninety (90) days from the Owner's receipt of the agreement. Hunt Design reserves the right to renegotiate its fees if an executed contract cannot be completed within the ninety (90) days time frame.

The information, language and descriptions in this proposal are the copyrighted property of Hunt Design Associates and may not be reproduced or transferred to any other party without permission.

HUNT DESIGN ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "John Temple", written over a horizontal line.

By: _____
John Temple, Principal

Date: 1/6/25

EXHIBIT A



Main St at Sumner Ave - Gateway Arch Sign



Main St at Lakeshore Dr - Gateway Sign & Historic Route 395 Sign