

9) **Professional Design Services for Universally Accessible Sports Fields, Playground, and Park Amenities at Christensen Park**

Approve and authorize the City Manager to execute the Professional Design Services Agreement with Community Works Design Group, LLC in an amount not to exceed \$379,580 for design services in such final form as approved by the City Attorney and authorize the City Manager to execute change orders not exceeding a 10% contingency of \$37,958 for uncertainties and adjustments.



## REPORT TO CITY COUNCIL

**To:** Honorable Mayor and Members of the City Council

**From:** Jason Simpson, City Manager

**Prepared by:** Johnathan Oliver Skinner, Director Of Community Services

**Date:** May 28, 2024

**Subject:** Professional Design Services for Universally Accessible Sports Fields, Playground, and Park Amenities at Christensen Park

### **Recommendation**

Approve and authorize the City Manager to execute the Professional Design Services Agreement with Community Works Design Group, LLC in an amount not to exceed \$379,580 for design services in such final form as approved by the City Attorney and authorize the City Manager to execute change orders not exceeding a 10% contingency of \$37,958 for uncertainties and adjustments.

### **Background**

An RFP was issued on March 14, 2024 soliciting the services proposals to provide universally accessible design services and construction documents for Christensen Park. Nine firms submitted proposals and, after thorough review and rating by a panel, four firms were invited to an in-person presentation and interview on May 1. These firms (Verde Design, Kimley-Horn, Schmidt Design, and Community Works Design Group) each provided a 20-minute presentation and interviewed with the panel made up of Community Services and Public Works staff. All four firms demonstrated considerable experience and in this realm and in their proposals demonstrated professionalism and a capability to successfully complete the project. Cost proposals were not considered until scoring had been completed.

### **Discussion**

The City of Lake Elsinore is recommending entering into an agreement with Community Works Design Group (CWDG) to redesign the park and amenities at Christensen Park, with a universally accessible park design concept. The term "universally accessible (UA) park/playground" is often used to describe a park/playground that offers caregivers and those they support full use of all areas, regardless of age or ability. A UA park/playground will represent and support the diversity

## Christensen Park Design Services

of our community, providing a platform for people to engage socially, physically, creatively, and playfully.

CWDG is a smaller firm with nine staff members based out of Riverside and, in addition to delivering over 35 park projects in the past 5 years, CWDG is widely renowned as Southern California's leader in accessibility consulting for recreation and park planning facilities. Established in 1985 and led by Scott Rice, Principal Landscape Architect and Certified Access Specialist (CASP), with the direct support of Allison Rush, Senior Landscape Architect and CASp, CWDG is the only park planning landscape architects with CASp credentials in all of Southern California. Additionally, CWDG serves as the primary Certified Access Specialist (CASP) consultant to the City of Los Angeles' Department on Disability (DOD) in the ongoing assessment efforts of access barriers in support of the City of Los Angeles' ADA Self-Evaluation and Transition Plan. CWDG also continues to provide site review and recommendations for improving City of Los Angeles park sites for focused use in Adaptive Sports through the PlayLA program, sponsored by the 2028 Los Angeles Olympic and Paralympic Games.

Christensen Park currently offers a number of amenities for families to enjoy, including large open field for baseball and soccer, play equipment, full court basketball, on-site parking, restroom facilities and a picnic area. The park opened in September 2020 and was part of the Pardee Homes development of the Canyon Hills subdivision. One community group that has utilized Christensen Park, among other parks in the City, is Elsinore Valley Champions, a special needs baseball organization that currently serves approximately 100 special needs youth and their families on eight teams. This park re-design would provide a permanent "home field" for this organization with universally accessible features designed specifically for the population they serve including field surfaces, playground, sidewalks, parking and circulation, loading/unloading zones, restrooms, concession stand, and other park features and amenities.

Additionally, the City is in the process of becoming a member of The Miracle League, a 501(c)(3) non-profit organization based in Conyers, GA, is comprised of more than 350 member organizations and leagues. Their mantra is "Every child deserves a chance to play baseball." Miracle League programs have served more than 450,000 children and adults around the globe. Miracle League teams play on custom-designed, rubberized or turf fields accommodate mobility devices while helping to prevent injuries. The Miracle League also hosts an annual national All-Star Event and this redesign of Christensen Park would put the City in a position to host that event along with other regional and national events. Upon completion of the project, with 2-3 universally accessible fields Christensen Park would become one of, if not the, premier facilities in the world for hosting special needs baseball, softball, and other sports. Membership benefits include preferred partner services, including reduced pricing on field surfacing and extended warranties, project management and consultation, full or partial service construction, among other services related to league management, fundraising, and purchasing, which could be extended to Elsinore Valley Champions League.

Ultimately, the goal of the project is to design and construct a world class UA park and venue for special-needs athletes that also serves and is appealing to all residents and considers elements of the existing park that are used and loved by neighbors and community members. Retaining

## Christensen Park Design Services

features and honoring the relatively brief history of the park and the very long history of the park's namesake will be key elements of the project.

### **Fiscal Impact**

The current FY 23/24 capital budget includes \$1,000,000 for this project.

### **Attachments**

Attachment 1- Design Professional Services Agreement  
Exhibit A- Proposal  
Exhibit B- Cost Proposal

## **AGREEMENT FOR PROFESSIONAL DESIGN SERVICES**

### ***Universally Accessible Sports Fields, Playground, and Park Amenities at Christensen Park***

This Agreement for Professional Services (the "Agreement") is made and entered into as of May 28, 2024, by and between the City of Lake Elsinore, a municipal corporation ("City") and , a Community Works Design Group, LLC. ("Consultant").

#### **RECITALS**

A. The City has determined that it requires the following professional services:

Professional design services for universally accessible sports fields, playground, and park amenities at Christensen Park.

B. Consultant has submitted to City a proposal, dated April 15, 2024, attached hereto as Exhibit A ("Consultant's Proposal") and incorporated herein, to provide professional services to City pursuant to the terms of this Agreement.

C. Consultant possesses the skill, experience, ability, background, certification and knowledge to perform the services described in this Agreement on the terms and conditions described herein.

D. City desires to retain Consultant to perform the services as provided herein and Consultant desires to provide such professional services as set forth in this Agreement.

#### **AGREEMENT**

1. Scope of Services. Consultant shall perform the services described in Consultant's Proposal (Exhibit A). Consultant shall provide such services at the time, place, and in the manner specified in Consultant's Proposal, subject to the direction of the City through its staff that it may provide from time to time.

2. Time of Performance.

a. Time of Essence. Time is of the essence in the performance of this Agreement. The time for completion of the professional services to be performed by Consultant is an essential condition of this Agreement. Consultant shall prosecute regularly and diligently the professional services contemplated pursuant to this Agreement according to the agreed upon performance schedule in Consultant's Proposal (Exhibit A).

b. Performance Schedule. Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the Consultant's Proposal (Exhibit A). When requested by Consultant, extensions to the time period(s) specified may be approved in writing by the City Manager.

c. Term. The term of this Agreement shall commence upon execution of this Agreement and shall continue until the services and related work are completed in accordance with the Consultant's Proposal (Exhibit A).

3. Compensation. Compensation to be paid to Consultant shall be in accordance with the fees set forth in Consultants' Cost Proposal (Exhibit B), which is attached hereto and incorporated herein by reference. In no event shall Consultant's compensation exceed Three hundred seventy-nine thousand five hundred eighty dollars (\$379,580) without additional written authorization from the City. Notwithstanding any provision of Consultant's Proposal to the contrary, out of pocket expenses set forth in Exhibit B shall be reimbursed at cost without an inflator or administrative charge. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to the City at the time of payment.

4. Method of Payment. Consultant shall promptly submit billings to the City describing the services and related work performed during the preceding month to the extent that such services and related work were performed. Consultant's bills shall be segregated by project task, if applicable, such that the City receives a separate accounting for work done on each individual task for which Consultant provides services. Consultant's bills shall include a brief description of the services performed, the date the services were performed, the number of hours spent and by whom, and a description of any reimbursable expenditures. City shall pay Consultant no later than forty-five (45) days after receipt of the monthly invoice by City staff.

5. Background Checks. At any time during the term of this Agreement, the City reserves the right to make an independent investigation into the background of Consultant's personnel who perform work required by this Agreement, including but not limited to their references, character, address history, past employment, education, social security number validation, and criminal or police records, for the purpose of confirming that such personnel are lawfully employed, qualified to provide the subject service or pose a risk to the safety of persons or property in and around the vicinity of where the services will be rendered or City Hall. If the City makes a reasonable determination that any of Consultant's prospective or then current personnel is deemed objectionable, then the City may notify Consultant of the same. Consultant shall not use that personnel to perform work required by this Agreement, and if necessary, shall replace him or her with a suitable worker.

6. Suspension or Termination.

a. The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of such notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

b. In the event this Agreement is terminated pursuant to this Section, the City shall pay to Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City, pursuant to Section entitled "Method of Payment" herein.

7. Plans, Studies, Documents.

a. Ownership of Documents. All plans, studies, documents and other writings prepared by and for Consultant, its officers, employees and agents and subcontractors in the course of implementing this Agreement, except working notepad internal documents, shall become the property of the City upon payment to Consultant for such work, and the City shall have the sole right to use such materials in its discretion without further compensation to Consultant or to any other party. Consultant shall, at Consultant's expense, provide such reports, plans, studies, documents and other writings to City upon written request. City shall have sole determination of the public's rights to documents under the Public Records Act, and any third-party requests of Consultant shall be immediately referred to City, without any other actions by Consultant.

b. Licensing of Intellectual Property. This Agreement creates a nonexclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data"). Consultant shall require that all subcontractors agree in writing that City is granted a nonexclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents & Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

c. Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents & Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of City, be used by Consultant for any purposes other than the performance of the services under this Agreement. Nor shall such materials be disclosed to any person or entity not connected with the performance of the services under this Agreement. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs relating to project for which Consultant's services are rendered, or any publicity pertaining to the Consultant's services under this Agreement in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

8. Consultant's Books and Records.

a. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant to this Agreement.

b. Consultant shall maintain all documents and records which demonstrate performance under this Agreement for a minimum period of three (3) years, or for any longer period required by law, from the date of termination or completion of this Agreement.

c. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the City Manager, City Attorney, City Auditor or a designated representative of these officers. Copies of such documents shall be provided to the City for inspection at City Hall when it is practical to do so. Otherwise, unless an alternative is mutually agreed upon, the records shall be available at Consultant's address indicated for receipt of notices in this Agreement.

d. Where City has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment or termination of Consultant's business, City may, by written request by any of the above-named officers, require that custody of the records be given to the City and that the records and documents be maintained in City Hall. Access to such records and documents shall be granted to any party authorized by Consultant, Consultant's representatives, or Consultant's successor-in-interest.

9. Independent Contractor.

a. Consultant is and shall at all times remain as to the City a wholly independent contractor pursuant to California Labor Code Section 3353. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatsoever against City, or bind City in any manner.

b. Notwithstanding any other federal, state and local laws, codes, ordinances and regulations to the contrary and except for the fees paid to Consultant as provided in the Agreement, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

10. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. Interests of Consultant. Consultant (including principals, associates and professional employees) covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered

by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of Consultant's services hereunder. Consultant further covenants and represents that in the performance of its duties hereunder no person having any such interest shall perform any services under this Agreement.

Consultant is not a designated employee within the meaning of the Political Reform Act because Consultant:

a. will conduct research and arrive at conclusions with respect to his/her rendition of information, advice, recommendation or counsel independent of the control and direction of the City or of any City official, other than normal agreement monitoring; and

b. possesses no authority with respect to any City decision beyond rendition of information, advice, recommendation or counsel. (FPPC Reg. 18700(a)(2).)

12. Professional Ability of Consultant. City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall therefore provide properly skilled professional and technical personnel to perform all services under this Agreement. All work performed by Consultant under this Agreement shall be in accordance with applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in Consultant's field of expertise.

13. Compliance with Laws.

a. Consultant shall comply with all local, state and federal laws and regulations applicable to the services required hereunder, including any rule, regulation or bylaw governing the conduct or performance of Consultant and/or its employees, officers, or board members.

b. Consultant represents that it has obtained and will maintain at all times during the term of this Agreement all professional and/or business licenses, certifications and/or permits necessary for performing the services described in this Agreement, including a City business license.

14. Licenses. Consultant represents and warrants to City that it has the licenses, permits, qualifications, insurance and approvals of whatsoever nature which are legally required of Consultant to practice its profession. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance and approvals which are legally required of Consultant to practice its profession. Consultant shall maintain a City of Lake Elsinore business license.

15. Indemnity.

a. Indemnification for Professional Liability. To the fullest extent permitted by law, Consultant shall indemnify, defend and hold harmless City and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all claims, losses, liabilities, damages, costs and expenses, including attorney's fees and costs, to the extent they arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant. Consultant's duty to defend shall consist of reimbursement of defense costs incurred

by City in direct proportion to the Consultant's proportionate percentage of fault. Consultant's percentage of fault shall be determined, as applicable, by a court of law, jury or arbitrator. In the event any loss, liability or damage is incurred by way of settlement or resolution without a court, jury or arbitrator having made a determination of the Consultant's percentage of fault, the parties agree to mediation with a third party neutral to determine the Consultant's proportionate percentage of fault for purposes of determining the amount of indemnity and defense cost reimbursement owed to the City.

b. Indemnification 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 City, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, interest, 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 sub-consultants of Consultant. Consultant shall not be liable to third parties for any liability exempted by statute.

c. General Indemnification Provisions. Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this section from each and every sub-consultant or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required here, Consultant agrees to be fully responsible according to the terms of this section. Failure of City to monitor compliance with these requirements imposes no additional obligations on City and will in no way act as a waiver of any rights hereunder. This obligation to indemnify and defend City as set forth here is binding on the successors, assigns or heirs of Consultant and shall survive the termination of this Agreement or this section.

#### 16. Insurance Requirements.

a. Insurance. Consultant, at Consultant's own cost and expense, shall procure and maintain, for the duration of the contract, unless modified by the City's Risk Manager, the following insurance policies.

i. Workers' Compensation Coverage. Consultant shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for his/her employees in accordance with the laws of the State of California. In addition, Consultant shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractor's employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by the City at least thirty (30) days prior to such change. The insurer shall agree to waive all rights of subrogation against City, its officers, agents, employees and volunteers for losses arising from work performed by Consultant for City. In the event that Consultant is exempt from Worker's Compensation Insurance and Employer's Liability Insurance for his/her employees in accordance with the laws of the State of California, Consultant shall submit to the City a Certificate of Exemption from Workers Compensation Insurance in a form approved by the City Attorney.

ii. General Liability Coverage. Consultant shall maintain commercial general liability insurance in an amount not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Required commercial general liability coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (ed. 11/88) or Insurance Services Office form number GL 0002 (ed. 1/73) covering comprehensive General Liability and Insurance Services Office form number GL 0404 covering Broad Form Comprehensive General Liability. No endorsement may be attached limiting the coverage.

iii. Automobile Liability Coverage. Consultant shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and non-owned vehicles, in an amount of not less than one million dollars (\$1,000,000) combined single limit for each occurrence. Automobile liability coverage must be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (ed. 12/90) Code 1 ("any auto"). No endorsement may be attached limiting the coverage.

iv. Professional Liability Coverage. Consultant shall maintain professional errors and omissions liability insurance appropriate for Consultant's profession for protection against claims alleging negligent acts, errors or omissions which may arise from Consultant's services under this Agreement, whether such services are provided by the Consultant or by its employees, subcontractors, or sub consultants. The amount of this insurance shall not be less than one million dollars (\$1,000,000) on a claims-made annual aggregate basis, or a combined single limit per occurrence basis.

b. Endorsements. Each general liability and automobile liability insurance policy shall be with insurers possessing a Best's rating of no less than A:VII and shall be endorsed with the following specific language:

i. Notwithstanding any inconsistent statement in any required insurance policies or any subsequent endorsements attached thereto, the protection offered by all policies, except for Workers' Compensation, shall bear an endorsement whereby it is provided that, the City and its officers, employees, servants, volunteers and agents and independent contractors, including without limitation, the City Manager and City Attorney, are named as additional insureds. Additional insureds shall be entitled to the full benefit of all insurance policies in the same manner and to the same extent as any other insureds and there shall be no limitation to the benefits conferred upon them other than policy limits to coverages.

ii. This policy shall be considered primary insurance as respects the City, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by the City, including any self-insured retention the City may have, shall be considered excess insurance only and shall not contribute with it.

iii. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.

iv. The insurer waives all rights of subrogation against the City, its elected or appointed officers, officials, employees or agents.

v. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected or appointed officers, officials, employees, agents or volunteers.

vi. The insurance provided by this Policy shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days written notice has been received by the City.

c. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. At the City's option, Consultant shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

d. Certificates of Insurance. Consultant shall provide certificates of insurance with original endorsements to City as evidence of the insurance coverage required herein. Certificates of such insurance shall be filed with the City on or before commencement of performance of this Agreement. Current certification of insurance shall be kept on file with the City at all times during the term of this Agreement.

17. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to City: City of Lake Elsinore  
Attn: City Manager  
130 South Main Street  
Lake Elsinore, CA 92530

With a copy to: City of Lake Elsinore  
Attn: City Clerk  
130 South Main Street  
Lake Elsinore, CA 92530

If to Consultant: Community Works Design Group  
Attn: Scott Rice, President  
7111 Indiana Avenue, Ste. 300  
Riverside, CA 92504

18. Assignment and Subcontracting. The parties recognize that a substantial inducement to City for entering into this Agreement is the professional reputation, experience and competence of Consultant and the subcontractors listed in Exhibit B. Consultant shall be fully responsible to City for all acts or omissions of any subcontractors. Assignments of any or all rights, duties or obligations of the Consultant under this Agreement will be permitted only with the express consent of the City. Consultant shall not subcontract any portion of the work to be performed under this Agreement except as provided in Exhibit B without the written authorization of the City. If City consents to such subcontract, Consultant shall be fully responsible to City for all acts or omissions of those subcontractors. Nothing in this Agreement shall create any contractual relationship between City and any subcontractor nor shall it create any obligation on the part of the City to pay or to see to the payment of any monies due to any such subcontractor other than as otherwise is required by law.

19. Waiver. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

20. Litigation Expenses and Attorneys' Fees. If either party to this Agreement commences any legal action against the other party arising out of this Agreement, the prevailing party shall be entitled to recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and attorneys' fees.

21. Mediation. The parties agree to make a good faith attempt to resolve any disputes arising out of this Agreement through mediation prior to commencing litigation. The parties shall mutually agree upon the mediator and share the costs of mediation equally. If the parties are unable to agree upon a mediator, the dispute shall be submitted to JAMS or its successor in interest. JAMS shall provide the parties with the names of five qualified mediators. Each party shall have the option to strike two of the five mediators selected by JAMS and thereafter the mediator remaining shall hear the dispute. If the dispute remains unresolved after mediation, either party may commence litigation.

22. Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

23. Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

24. Prevailing Wages. Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. Consultant agrees to fully comply with all applicable federal and state labor laws (including, without limitation, if applicable, the Prevailing Wage Laws). It is agreed by the parties that, in connection with the Work or Services provided pursuant to this Agreement, Consultant shall bear all risks of payment or non-payment of prevailing wages under California law, and Consultant hereby agrees to defend, indemnify, and hold the City, and its officials, officers, employees, agents, and volunteers, free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. The foregoing indemnity shall survive termination of this Agreement.

25. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

26. Controlling Law Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in a state court in the County of Riverside.

27. Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party. The City Manager is authorized to enter into an amendment or otherwise take action on behalf of the City to make the following modifications to the Agreement: (a) a name change; (b) grant extensions of time; (c) non-monetary changes in the scope of services; and/or (d) suspend or terminate the Agreement.

28. Counterparts. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties when at least one copy hereof shall have been signed by both parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.

29. Entire Agreement; Incorporation; Conflict. This Agreement contains the entire understanding between the parties relating to the obligations described herein. All prior or contemporaneous understandings, agreements, representations and statements, oral or written, are superseded in total by this Agreement and shall be of no further force or effect. Consultant's Proposal is incorporated only for the description of the scope of services and/or the schedule of performance and no other terms and conditions from such proposal shall apply to this Agreement unless specifically agreed to in writing. In the event of conflict, this Agreement shall take precedence over those contained in the Consultant's Proposal.

30. Amendments. This Agreement may be modified or amended only by a written document executed by both Consultant and City and approved as to form by the City Attorney.

[Signatures on next page]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

“CITY”

CITY OF LAKE ELSINORE, a municipal corporation

“CONSULTANT”

Community Works Design Group, a limited liability corporation (LLC).

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
By: Scott Rice

Its: President

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Assistant City Manager

Attachments: Exhibit A – Consultant’s Proposal  
Exhibit B – List of Subcontractors

EXHIBIT A  
CONSULTANT'S PROPOSAL  
[ATTACHED]

EXHIBIT B  
LIST OF SUBCONTRACTORS  
[ATTACHED]

# UNIVERSALLY ACCESSIBLE SPORTS FIELDS, PLAYGROUND, AND PARK AMENITIES AT CHRISTENSEN PARK



APRIL 15, 2024

SUBMITTED BY:

**COMMUNITY WORKS DESIGN GROUP**  
LANDSCAPE ARCHITECTURE & PARK PLANNING

7111 INDIANA AVENUE, SUITE 300  
RIVERSIDE, CA 92504





April 15, 2024

City of Lake Elsinore  
Community Services Department  
130 South Main Street  
Lake Elsinore, CA 92530  
*Submitted online via PlanetBids*



RE: Proposal for Professional Design Services For:  
**Universally Accessible Sports Fields, Playground, and Park Amenities at Christensen Park**

Dear Members of the Consultant Selection Evaluation Panel:

Our continuously-improving team at Community Works Design Group (CWDG) is pleased to present this proposal for Professional Design Services at Christensen Park. As common with the majority of the firms submitting proposals for this project, our firm specializes in assisting public agencies in the community engagement, planning, final design and construction administration of parks and public landscapes throughout the State of California.

However, what immediately sets the CWDG team apart from our colleagues is that our firm is widely renowned as **Southern California's leader in accessibility consulting for recreation and park planning facilities**: exactly what the City of Lake Elsinore is seeking for this project! Led by Scott Rice, Principal Landscape Architect *AND* Certified Access Specialist (CASp-709, with the direct support of Allison Rush, Senior Landscape Architect *AND* Certified Access Specialist (CASp-1080), **we are the ONLY park planning landscape architects with CASp credentials in all of Southern California!**

In addition to our experience in designing universally accessible parks and playgrounds and Miracle League fields (*yes- we've done that too!*), **CWDG serves as the primary Certified Access Specialist (CASp) consultant to the City of Los Angeles' Department on Disability (DOD)**, assigned to the City's **Recreation and Park Department (RAP)**, in the ongoing assessment efforts of access barriers in support of the City of Los Angeles' ADA Self-Evaluation and Transition Plan. Additionally, CWDG continues to provide site review and recommendations for improving City of Los Angeles park sites for focused use in Adaptive Sports through the **PlayLA** program, sponsored by the **2028 Los Angeles Olympic and Paralympic Games**. These sports include Para-Aquatics, Blind Soccer and Adaptive Skateboarding, just to name a few. We have explored and have provided recommendations for more than 100 Recreation Centers and Parks thus far (including the world-famous Venice Beach Recreation Center.

On top of the vast, ongoing work we are performing with the City of Los Angeles, we have previously prepared a **System-wide Accessibility Compliance Report for Riverside County Regional Park and Open-Space District** in 2018, are currently wrapping up a **Playground-Specific ADA Compliance and Safety Analysis** for the **City of Montebello**, covering 9 park facilities.

We are intimately familiar in determining what specific needs should be incorporated into a facility that could otherwise be easily overwhelmed by a concentration of individuals with disabilities converged into one close space, such as sufficient van-accessible parking spaces to serve entire teams of athletes traveling separately with their families, or the need for multiple accessible toilet compartments and even adult changing stations! This knowledge will allow our team to hit the ground rolling as we expedite the site-specific needs of Christensen Park.

We also excel in providing thorough, thoughtful and expedited design services for park projects. CWDG prides itself on our

ability to provide a fully-dedicated level of service to our municipal clients. Accordingly, we only pursue projects and clients that we can guarantee that ongoing client satisfaction can be fulfilled.

Looking beyond our park planning Certified Access Specialists serving in the Principal and Project Manager roles, our team of professionals each offer their own expertise and experience while collectively working towards the design and construction of meaningful and diverse public spaces which focus on safety, equity, accessibility and inclusion. This makes our team primed to assist the City of Lake Elsinore with this exciting Universally Accessible Redesign project. In the last five (5) years, our team has delivered over 35 park projects, ranging in scope from small area renovations to brand new community parks. We have enjoyed the process and privilege of developing projects featuring sustainable opportunities for residents to access health and wellness amenities, develop City branding and identity, and serve as a platform for recreational programming, partnerships and preservation of green space for the many communities we serve.

The CWDG Team confirms this proposal and fees are valid and binding for 90 days from the date of receipt. We are in receipt of the Q & A sent on April 4, 2024.

Respectfully submitted,

COMMUNITY WORKS DESIGN GROUP



Scott Rice ASLA, LEED AP, CASp  
President

Landscape Architect CA #5111 / NY #2645  
Certified Access Specialist CASp-709  
scott@cwdg.fun

# FIRM PROFILE



COMMUNITY WORKS DESIGN GROUP- LLC (CWDG)  
Landscape Architecture- Planning  
7111 Indiana Avenue, Suite 300, Riverside, CA 92504  
(951) 369-0700  
Federal I.D. 82-1854334 / Registered Small Business # 1769579  
California Department of Industrial Relations #: PW-LR-1000707823

PRINCIPAL: Scott Rice ASLA, LEED AP, CASp- President/ Authorized Signer  
MAIN CONTACT: Scott Rice, LLA #5111 (Licensed 18+ years since 2005; expiration date: 12/31/24)  
scott@cwdg.fun | (951) 369-0700 office / (909) 754-1257 cell

Community Works Design Group (CWDG) was established in 1985 and provides municipal planning services throughout the State of California. The firm focuses on Park, Recreation, and Public Landscape projects. CWDG has a ready and available staff of nine professionals. Community Works Design Group does what its name implies- it assists communities with the design of park projects that work. We come from “your side of the fence”.

CWDG has been operating as Community Works Design Group, LLC since 2017, with Scott Rice serving as the firm’s Vice President (2017-2021) and current President (2021-present). Initially, the firm operated as Elliott/ Maloney Landscape Architecture from 1985-1990. In 1991, the firm transitioned to T.I. Maloney Inc. until 1997 when we began doing business as Community Works Design Group.

CWDG confirms we do not have any commitments or potential commitments that may impact our ability to perform the Contract, if awarded.

## A selection of our current on-call contracts are listed below:

City of Highland- On-Call Landscape Architectural Services	(1990-present)
County of Riverside FM- On-Call Landscape Architectural Services	(2000-present)
Jurupa Area Recreation & Park District- On-Call Park Plan Check Services	(2015-present)
<b>County of Riverside EDA - On-Call Certified Access Specialist (CASp) Services</b>	<b>(2017-present)</b>
City of Ontario- On-Call Landscape Architecture Services	(2019-present)
<b>City of Los Angeles - On-Call Certified Access Specialist (CASp) Services</b>	<b>(2020-present)</b>
Including Recreation & Parks Department, Adaptive Sports	
City of Palm Springs- On-Call Landscape Architecture Services	(2021-present)
City of Anaheim- On-Call Landscape Architecture Services	(2023-present)
City of Laguna Beach- On-Call & Plan Check Landscape Architecture Services	(2023-present)



# FIRM PROFILE

Our Principal and three of our dedicated Directors/Senior Project Managers hold current Landscape Architect licensure in the State of California:

**Scott Rice LLA #5111**  
Licensed continuously since Oct 2005 (18+ years)

**Dan Burkhart LLA #6092**  
Licensed continuously since Aug 2015 (8+ years)

**Allison Rush LLA #6378**  
Licensed continuously since Aug 2018 (5+ years)

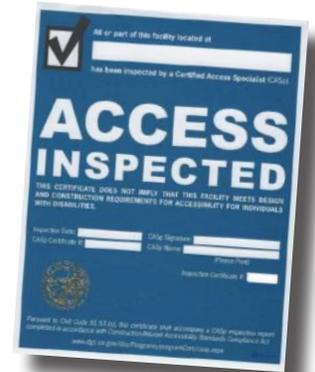
**Robert Collings LLA #6879**  
Licensed continuously since March 2022 (2+ year)



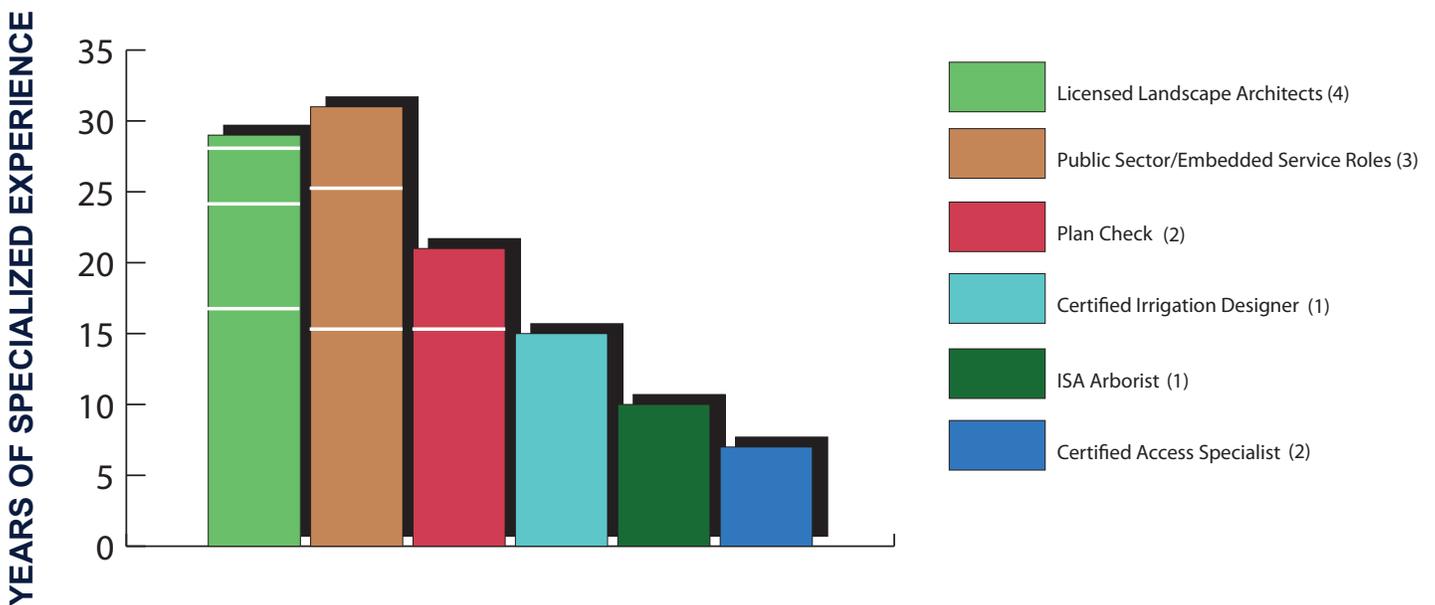
*Additional licenses and certificate copies available upon request.*

Additionally, our staff holds a variety of Certifications that boost our abilities in the Landscape Architectural realm, including the following:

- Certified Access Specialist (CASp)
- Certified Landscape Irrigation Auditor (CLIA)\*
- Certified Irrigation Designer (CID)\*
- Certified Playground Safety Inspector (CPSI)
- SITES Accredited Professional (SITES AP)
- LEED Accredited Professional (LEED AP)
- ISA Certified Arborist (ISA)



## CWDG'S CURRENT TEAM OFFERS OVER 87 YEARS OF COMBINED PARK PLANNING EXPERIENCE IN ADDITION TO THE SPECIALITIES BELOW



# PROJECT TEAM & ORGANIZATION CHART

We make it a point to let our CWDG team revolve around our clients. Each member of our team steps up to the plate to lend their expertise, provide direction, and weigh in on important design decisions. This sets us apart from other firms working under small design teams, you get a whole award-winning firm of nine (9) professional staff.



# CWDG KEY PERSONNEL

## PRINCIPAL:



**Scott Rice** ASLA, LEED AP, CASp  
**President - Principal Landscape Architect**

Scott applies his 20+ years of landscape architecture knowledge to oversee all work completed by the CWDG as our firm's President and Principal Landscape Architect. *In addition, Scott is one of the only three licensed landscape architects in the State of California to also be a Certified Access Specialist.*

## SENIOR LEVEL STAFF:



**Dan Burkhart** ASLA, ISA, sUAS  
**Senior Landscape Architect - Director of Implementation + Value**

Dan is our firm's Jack-of-all-trades, master of constructibility. From cost estimating to inspections, Dan does it all. He is also a Certified Arborist and FAA Drone Pilot. As a former Landscape Superintendent and Inspector, Dan is our go to for when we have questions. He also serves our clients as a contract plan checker.



**Robert Collings** ASLA  
**Senior Landscape Architect - Director of Production**

Robert is our firm's Director of Production, overseeing our firm's workload, deadlines and more. He has been a project landscape architect for public agency, institutional and commercial campus design; private and public schools and universities; public parks, streetscapes; master planned residential communities, model homes, and multi-family housing so knows exactly what it takes to get a variety of projects completed.



**Allison Rush** ASLA, CASp, CPSI  
**Senior Landscape Architect - Director of Design + Creativity**

Allison is our team go-to for creating beautiful project plans and a cohesive vision for our firm and clients. She excels at understanding how best to configure and optimize outdoor spaces for the health and enjoyment of users of all ages and abilities. *In addition, Allison is one of the only three licensed landscape architects in the State of California to also be a Certified Access Specialist and recently became a Certified Playground Safety Inspector.*



**Analicia Escobar-Gomez** MPA  
**Senior Project Manager- Director of Community Engagement**

Analicia has experience as a designer, contractor, and public sector planner lending our firm a unique perspective when problem solving for our municipal clients. She is passionate about equity and inclusion and loves working on community-based design work.



## SUBCONSULTANT TEAM

While the Community Works Design Group team will perform the majority of the project scope for the Universally Accessible Redesign of Christensen Park, our team also includes the following



**Engineering Resources of Southern California** will be coordinating for the park sites surveys along with geotechnical reports for each site. In addition, ERSC will prepare the hydrology, grading, and WQMP and SWPPP as required.

*ERSC will be represented by Lori Askew who will serve as Project Manager and Principal Engineer. She will also oversee Trent Brudin, PE, Katherine Hernandez, Zoey Dunmire along with geotechnical subconsultants and their survey crew.*



**Design West Engineering (DWE)** will provide all Electrical Engineering and Dry Utility design/ coordination services for this project. We (CWDG) have teamed with DWE on many successful park projects across Southern California.

*DWE will be represented by Roy Morales, Electrical Engineering Department Head. With over 25 years of experience, Roy contributes a high level of expertise in electrical applications, including parks and community facilities.*

# PROJECT UNDERSTANDING

Community Works Design Group (CWDG) understands the completion of this project is important to the City of Lake Elsinore in order to create a universally accessible park and venue for special-needs athletes that also serves and is appealing to all residents.



We understand the redesign of the park seeks to honor the history of the park and its namesake, while also retaining features that are used and loved by neighbors and community members. Additionally, we understand the City is performing its due diligence to become a member of The Miracle League which would allow the City to host regional and national events, including the annual national All-Star Event, which would bring significant benefits to the community. The completion of this project is crucial for the City to fulfill its commitment to inclusivity for a permanent “home field” for the Elsinore Valley Champions.

CWDG understands the completion of the project will include but not be limited to the following Critical Path Steps:

1. Facilitating community engagement participation for both the HOA and broader Lake Elsinore Community.
2. Providing full design for the proposed UA park/playground from concept sketches through construction documents, including project bid docs and specifications.
3. Assisting with the surveying and vetting of alternate sites in the event Christensen Park is deemed unsuitable for the project.
4. Creating (3) concept renderings to support future budget requests and fundraising.
5. Providing a construction estimate for the entire project and for individual project phases, if necessary.
6. Providing a construction schedule for the entire project and for individual project phases, if necessary.
7. Conducting/participating in a process through which a playground equipment provider is specified.
8. Developing a long-term maintenance plan and annual maintenance estimates.
9. Facilitating regular meetings with staff, project partners, and the general public during the design development process.
10. Coordinating sub-consultants
11. Delivering and presenting final plans & supporting materials at a City Council and/or staff committee meeting.

# APPROACH TO SERVICES/SCOPE OF WORK

## OUR APPROACH:

Our approach to design and quality control is unique to the industry. Every design project is assigned one Licensed Landscape Architect as Project Principal, one Licensed Landscape Architect as Project Manager, and one Assistant Project Manager. CWDG realizes that our success is based on our ability to deliver projects on time and within budget. This team approach will guarantee that the project comes in on budget and stays on budget with minimal change orders.

## STAFF AVAILABILITY:

All staff members listed in this proposal are available to begin work immediately upon City request. We guarantee that we will adjust our master schedule to dedicate sufficient resources to this project.

## ORGANIZATION AND SCHEDULING:

We will provide the City with a critical path schedule, prepared in Microsoft Project, and will adhere to the schedule we present. Our office holds weekly Staff Meetings where we review ALL of our current projects, and the Principals have total accountability with the Project Managers to adhere to all set deadlines. We will keep key staff consistent, so that everyone remains on the same page.

## TASK 1 - CONCEPTUAL DESIGN & COMMUNITY OUTREACH PHASE

### Review Data and Utility Gathering

Our team will work diligently with the City to identify a comprehensive understanding of the existing conditions of the site and the expectations of the project. We have found the best way to keep projects on time and on budget, is to involve staff and especially maintenance staff in on project planning early on to identify potential project pitfalls or areas where overall project scope improvements can be made. We will integrate these efforts into the kick-off and progress meetings with City Staff including a field/site visit, concept design meeting, and schematic design meeting during this phase.

Within 1 week of receiving a Notice to Proceed, our team will submit an updated project schedule aiming to meet the City's six (6) month design phase. The project team members will visit the project site(s) and conduct a thorough review of the existing site conditions to confirm the information shown on the record drawing is located as indicated.

Our team will coordinate with the City to obtain record drawings for the project area, including, but not limited to: Street Improvements, Signing and Striping, Street Lights, Storm Drainage, Water, Sewer, and other Utilities. Our team will utilize this data in the design of the project, and will incorporate it into the project drawings for records purposes. ERSC will conduct a Design Survey of the existing park and expansion area. We will develop a Schematic Plan to identify any potential siting constraints to work out with the City prior to beginning Construction Plans or determining if an alternative site will be required.

Also during this phase, we will coordinate for a geotechnical report, paying particular attention to the parking lot expansion retaining wall and new sport field lighting locations to ensure data is available to provide structural calculations of the footings that will be required for both.

## APPROACH TO SERVICES/SCOPE OF WORK

During this initial Conceptual Design Phase our team will develop a Community Outreach Plan which will include the development of materials for presentation and participation of both the surrounding HOA and broader Lake Elsinore community. We have found that the best way to garner community participation is by presenting and tabling at events that the community is already attending such as a monthly HOA meeting or City hosted event at the park site. We understand the surrounding community's support will be necessary in order for the project to move forward.

An additional consideration of this phase of the design process will be addressing the potential to design for connection or added privacy for the HOA's existing clubhouse and pool located across the street from the park site. We will solicit the HOA's input and desired direction during the community outreach meetings. Our team employs a variety of methods to graphically convey a project's intent and design to the public. We have found presenting photo-realistic simulations and/or 3-d Renderings to be the best means for conveying information to the community in a way that is easy to visualize and rally support and excitement for high-profile projects.



*ABOVE: Renderings of Dolores Huerta Park playground and thematic wind screen for Futsal Multi-Use Courts in Fresno, CA.*

### OPTIONAL - ALTERNATIVE SITE ANALYSIS

Our team understands the City desires that the project be community-backed. The Community Outreach process completed in Task 1 will be utilized to confirm if Christensen Park is the best location for this type of regional facility or if the community feels there may be a better suited site under the City's jurisdiction. We have included this Optional Site Analysis task in the event the Community and City seek to analysis an additional site prior to beginning Design Development and Construction Drawings.

# APPROACH TO SERVICES/SCOPE OF WORK

## TASK 2 - DESIGN DEVELOPMENT PHASE

Once the Schematic Plan is approved by the City, our team will proceed with Design Development. During this phase we will develop full color renderings and drawings for the City's use. During the design development phase we will continue coordination with City Staff and stakeholders for important infrastructure and design decisions.

Primary areas of Design Development we will be focusing on for this particular project will be as follows:

**Electrical Engineering:** Making a determination early on in the design process regarding service upgrades to the park in order to support the additional service loads for the new concession stand, sports field lighting and additional parking stall lighting.

**WQMP/SWPPP:** Our team will pay close attention to the site's Water Quality Management Plan and Storm Water Pollution Prevention Plan in particular with the addition of new retaining wall necessary to accommodate up to 90 parking stalls. Additionally, the site's existing bio-retention swales are placed where new amenities are slated be added, our team will take extra efforts to ensure the new fields properly drain and the site's runoff is adequately addressed.

**Fencing:** We understand the importance of ensuring the new Miracle Fields and park site are adequately fenced, our team will work closely with vendors in order to select and design the right type of fencing to ensure the safety of the park's users.

**Site Accessibility:** Our team will utilize our in-house CASp duo to conduct an accessibility assessment of the existing Restroom Building and park site's paths of travel to ensure the project is designed to be fully accessible. Our team has conducted hundreds of these types of assessments to ensure accessibility for other municipalities and will be applying our extensive expertise and experience to Christensen Park's Miracle Field Redesign opportunity. Additionally, we will determine if the existing restroom building has adequate capacity for the site's new use and work with ERSC and the restroom vendor to develop expansion plans, if deemed necessary.



*ABOVE: CWDG provided a barrier assessment of the City of Los Angeles' Barry Sanders Miracle League Ballfield at Lake Balboa.*

This phase will include cost estimates for each phase of construction design. Our team will develop plans to the 60% level of completion during this phase, including cost estimates. The City will have additional opportunity to provide comments at the 90%, and 100% Final design stages.

# APPROACH TO SERVICES/SCOPE OF WORK

## TASK 3 - CONSTRUCTION DESIGN PHASE

**DEMOLITION PLANS:** We will prepare demolition plans to clearly indicate action for all items to be demolished as well as focusing on items intended to be protected in place. For park renovation projects, the intricacy and clarity of which items need to be protected in place is an essential portion of the construction documents, and can eliminate the ambiguity that often triggers contractor change orders during construction.

**CONSTRUCTION & ARCHITECTURAL DRAWINGS:** Construction and Architectural Drawings will include site plans and details with sufficient detail to accommodate construction and renovations. Plans will identify recommended suppliers and products, with emphasis given to local sources, sustainable concepts, recycled/ recyclable materials, and durability of products. Structural calculations for the retaining wall are included under ERSC's scope. Additional structural calculations will be addressed by selected vendors for items such as the shade shelter, etc.

**IRRIGATION PLANS:** We will prepare complete irrigation plans to comply with local water requirements and specific City requirements indicated in the RFP for impacted planter areas within the scope. All elements of the system will be designed to carry optimal amounts of water to irrigate the affected sites. Full detailing of all equipment will be included. Vandal resistance, durability, serviceability, reliability, water conservation, efficiency and, most importantly, consistency with City standards will be our primary concerns.

**PLANTING PLANS:** Complete Planting Plans with all necessary details will be provided for all areas impacted by the scope of improvements. Durable, easily maintainable species will be of primary importance in the plant selection process.

**SPECIFICATIONS:** Specifications detailing materials and workmanship for all of the above items will be provided as required, including Greenbook cross references and City of Lake Elsinore's Standard Drawings.

**COST ESTIMATES:** Final estimates of probable construction and maintenance costs will be prepared with CWDG providing regular value engineering recommendations.

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

**MEETINGS:** We will attend all meetings with City staff and project stakeholders and lead all presentations as required during this phase of the project.

**CIVIL ENGINEERING PLANS:** Our subconsultant civil engineer, ERSC, will prepare grading plans for surrounding walkways and provide survey of the area. The contract documents will include drawings for park improvements, offsite street and parking improvements, and estimates. For the drawings, ERSC will prepare construction notes sheets, precise grading construction sheets, drainage sheets, striping sheets, and detail sheets.

**WATER QUALITY MANAGEMENT PLAN (WQMP) & STORM WATER POLLUTION PREVENTION PLAN (SWPPP):** ERSC will develop a WQMP & SWPPP for the proposed site and parking lot expansion. Site size and proposed improvement layouts will determine the type of treatment facility to be used for the WQMP and SWPPP. ERSC will perform hydrological analysis of the site both in existing and proposed conditions to assess the required treatment facility size. We will prepare a WQMP report in accordance with the current versions of the City and County storm water regulations for review and approval.



# APPROACH TO SERVICES/SCOPE OF WORK

## TASK 4 - BID AND CONSTRUCTION SUPPORT

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

What sets CWDG during the Construction Support/Administration phase is our first hand experience as a licensed contractor, allowing us to closely monitor and track scheduling, budgets, and upcoming inspections. We work hard to drive the construction schedule and keep contractors accountable. We will attend the pre-construction meeting and provide written minutes and follow up information. When requested, we will assist the City with construction administration assistance for specialty areas where specific technical expertise is required in determining conformance to design concepts and approved plans and specifications. We will participate in weekly construction meetings, in support of the City. Based on our observations at the site and on the contractor's application for payment, we will assist in determining the amount owed to the contractor.

We will review job drawings, as-builts, RFI's, samples and other submissions of the contractor for conformance with the design of the project and for compliance with the information given in the conformance contract documents, for the project. Our in-house FAA Certified UAS (Drone) pilot will provide monthly progress drone photography for use in updating stakeholders and constituents of construction progress. We will review change orders and submittals for approval and issuance by the City. We will respond to requests for information from the contractor, issue field bulletins and requests for quotations. We will maintain updated RFI, Change Order and Submittal logs, which will be shared online via Basecamp app.

Most importantly, our CASp Team will be involved in every step of the construction process along the way. Our team will be ready to be dispatched to ensure every concrete pour, sign mounted and more is done to ADA Compliance. Our CASp Team is regularly contracted with not only municipal clients but private developers who recognize the value and importance of ADA compliance inspections during construction.



ABOVE: CWDG identified overhead obstruction issues with a Futsal court actively being used with the PlayLA Blind Soccer program at Algin Sutton Recreation Center, with corrections able to be expedited ahead of the next scheduled tournament.

# APPROACH TO SERVICES/SCOPE OF WORK

## TENTATIVE PROJECT SCHEDULE

Our team is confident we can meet the City's proposed anticipated schedule of:

Design Development Begins: June 2024

Design Renderings Completed: September 2024

Construction Documents and Bid Package Completed: December 2024



# REFERENCES

Client: CITY OF LOS ANGELES- DEPARTMENT ON DISABILITY (DOD)

Services rendered: CWDG serves as the primary Certified Access Specialist (CASp) consultant to the City of Los Angeles' Department on Disability (DOD), assigned to the City's Recreation and Park Department (RAP), in the ongoing assessment efforts of access barriers in support of the City of Los Angeles' ADA Self-Evaluation and Transition Plan. Additionally, CWDG continues to provide site review and recommendations for improving City of Los Angeles park sites for focused use in Adaptive Sports through the PlayLA program, sponsored by the 2028 Los Angeles Olympic and Paralympic Games. Our CASp team works directly with Ali Everett, Assistant Executive Director; Geoffrey Straniere, ADA Compliance Officer; and John S. Rodriguez, Project Coordinator/ADA Coordinator on these important assessments.

Contact: John S. Rodriguez  
Project Coordinator/ADA Coordinator  
(213) 202-2774  
john.s.rodriguez@lacity.org

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Client: CITY OF PERRIS

Services rendered: CWDG served as prime consultant for master planning, assisted in public outreach for grant submittal preparation, and provided construction document preparation, bid support and construction administration for several park and trail projects. the most recent including Foss Field, Paragon Skate Park, Perris Green City Farm, Foss Field, and the award-winning Enchanted Hills **(including inclusive playground)**, Goetz, and Mercado Parks.

Contact: Sabrina Chavez  
Director of Community Services  
(951) 435-7220 ext. 278  
schavez@cityofperris.org

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Client: CITY OF CYPRESS

Services rendered: CWDG served as prime consultant for the design of Lexington Park which included soccer fields, a shaded plaza, pickleball courts and more. CWDG also served as the prime consultant for the Oak Knoll Park Restroom/Concession Replacement projects.

Contact: Nick Mangkalakiri, PE  
City Engineer  
nmangkal@cypressca.org

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Client: JURUPA AREA RECREATION & PARK DISTRICT (JARPD)

Services rendered: CWDG served as prime consultant for various park design and renovation projects throughout the District. CWDG also has provided all Landscape Plan Check and Inspection Services for the District continuously since 2015.

Contact: Colby Diuguid, General Manager  
(951) 361-2090 | colby@jarpd.org

# PROJECT SPECIFIC EXPERIENCE & REFERENCES

The Community Works Design Group team is confident that we can provide the City of Lake Elsinore with the high level of detail and attention that we have provided to our numerous municipal clients throughout our firm's 35+ years of experience in park and public landscape planning and landscape architecture. We work symbiotically with each member working towards their strength to deliver the best quality, constructible designs for our clients.

CWDG is at the tail-end of designing and construction several Proposition 68 funded municipal park projects. We are primed and ready to serve a client like the City of Lake Elsinore in creating a design package for a premier facility primed for funding opportunities.

In the past 5 years the CWDG has designed and/or overseen the construction of over 35 Park Renovation Projects and 10 New Parks Featuring:

8 Dog Parks

3 Multi-Use Courts

8 Skateparks

7 Splashpads

6 Multi-Use Trails

12 Sports Fields

4 CPRS Awards

4 APWA SoCal B.E.S.T. Awards

## RELEVANT EXPERIENCE AMENITIES LEGEND

	Drought Tolerant Planting		Playground
	Restrooms		Exercise Equipment
	Concessions		Splashpad
	Picnic Shelter		Dog Park
	Walking Paths		BMX Course
	Baseball Field		Community Garden
	Softball Field		Interpretive Signage
	Soccer Field		Public Art
	Basketball Court		Sports Lighting
	Skate Park		





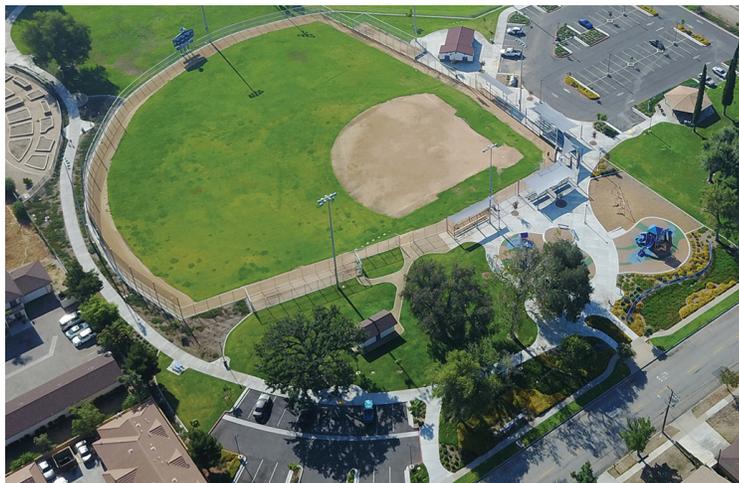
# PROJECT SPECIFIC EXPERIENCE



BEFORE



AFTER



## BUD BENDER PARK

### EXPANSION & RENOVATION CITY OF RIALTO

*CWDG INVOLVEMENT:*  
Community Outreach,  
Conceptual Design,  
3D Modeling,  
Construction Drawings,  
Construction Administration

**CONTACT:**  
Ted Rigoni, PE  
Engineering Manager  
(recently retired)  
tedrigoni@gmail.com

Completion:  
**2016**

Project Size:  
**8**  
ACRES

Project Cost:  
**\$2.5**  
MILLION

*CWDG served as the City of Rialto's Prime Consultant for the Bud Bender Park Renovation. The team was led by Scott Rice, who was directly assisted by Allison Rush. CWDG worked diligently to provide modern park amenities while preserving large mature shade trees, a group picnic shelter, and an Adobe building. In addition to preserving large mature oak trees throughout the site, the team was also able to correct the existing ballfield orientation by shifting the outfield. The site serves the City's Pony League headquarters and was the first designated Dodgers Dreamfield in San Bernardino County.*



# PROJECT SPECIFIC EXPERIENCE



**2021**  
American Public Works Association  
Southern California Chapter  
B.E.S.T. Winner



**BEFORE**



**AFTER**



## FRISBIE PARK EXPANSION & RENOVATION CITY OF RIALTO

**CWDG INVOLVEMENT:**  
Community Outreach,  
Conceptual Design,  
3D Modeling,  
Construction Drawings,  
Construction Administration

**CONTACT:**  
Ted Rigoni, PE  
Engineering Manager  
(recently retired)  
tedrigoni@gmail.com

Completion:

**2020**  
DECEMBER

Project Size:

**16.7**  
ACRES

Project Cost:

**\$18**  
MILLION

The CWDG team served as the prime consultant for several park projects for the City of Rialto. Frisbie Park Expansion, was led by Scott Rice, who was directly assisted by Allison Rush. The Frisbie Park expansion was designed with direct input from City Maintenance staff, including materials selection and amenity arrangement to allow proper clearances for service equipment. CWDG conducted a complete analysis and renovation of all accessibility (ADA) aspects of existing park, led by CWDG's in-house Certified Access Specialist (CAsp). Our team seamlessly integrated new ballfields and amenities into the existing park while, protecting several existing heritage trees.



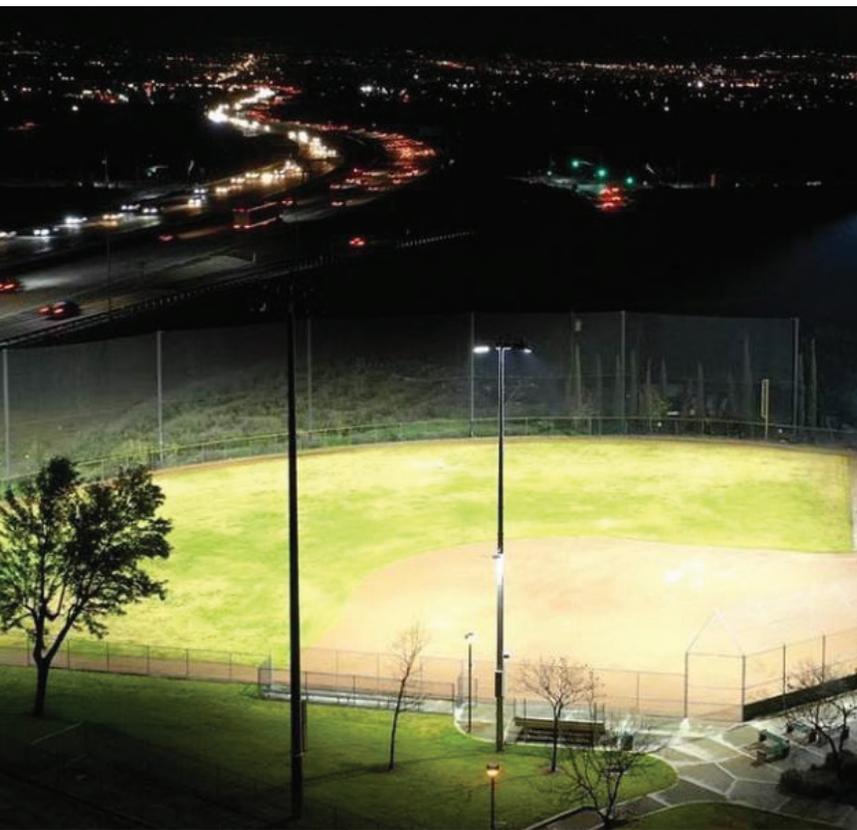
# PROJECT SPECIFIC EXPERIENCE



**2021**  
American Public Works Association  
Southern California Chapter  
B.E.S.T. Winner



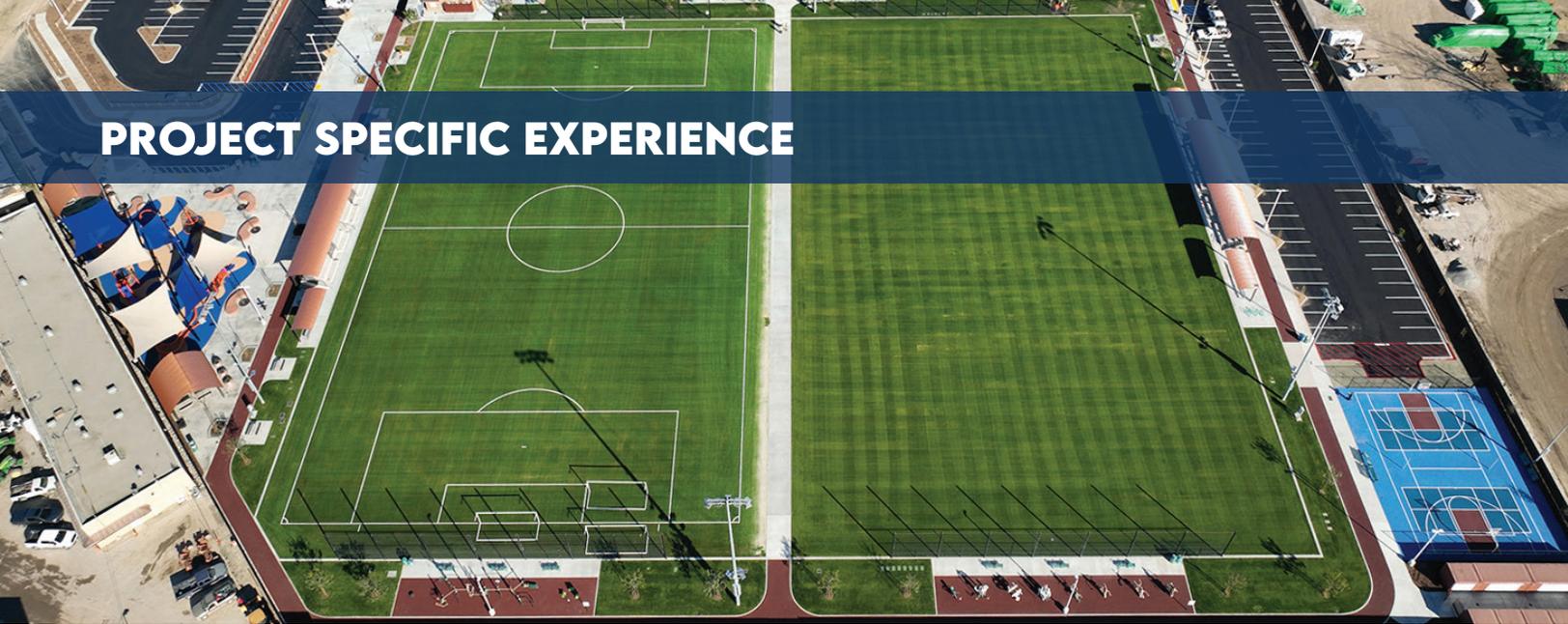
AFTER



## FRISBIE PARK EXPANSION & RENOVATION



# PROJECT SPECIFIC EXPERIENCE



## LEXINGTON PARK

NEW DEVELOPMENT  
CITY OF CYPRESS

**CWDG INVOLVEMENT:**  
Community Outreach,  
Conceptual Design,  
3D Modeling,  
Construction Drawings,  
Construction Administration

**CONTACT:**  
Nick Mangalakiri, PE  
City Engineer  
nmangkal@cypressca.org

Completion:

**2022**  
MARCH

Project Size:

**9**  
ACRES

Project Cost:

**\$13.2**  
MILLION

*CWDG served as prime consultant for the design of Lexington Park which included soccer fields, a shaded plaza, pickleball courts and more. Our team was led by Scott Rice, who was directly assisted by Allison Rush, and Dan Burkhart. The CWDG team also assisted the City of Cypress with their Oak Knoll Park renovation project which included a new restroom and concession stand building, as well as addressing path of travel accessibility to the new amenities.*



# PROJECT SPECIFIC EXPERIENCE



## LEXINGTON PARK & OAK KNOLL PARK



**OAK KNOLL PARK**  
CYPRESS, CALIFORNIA

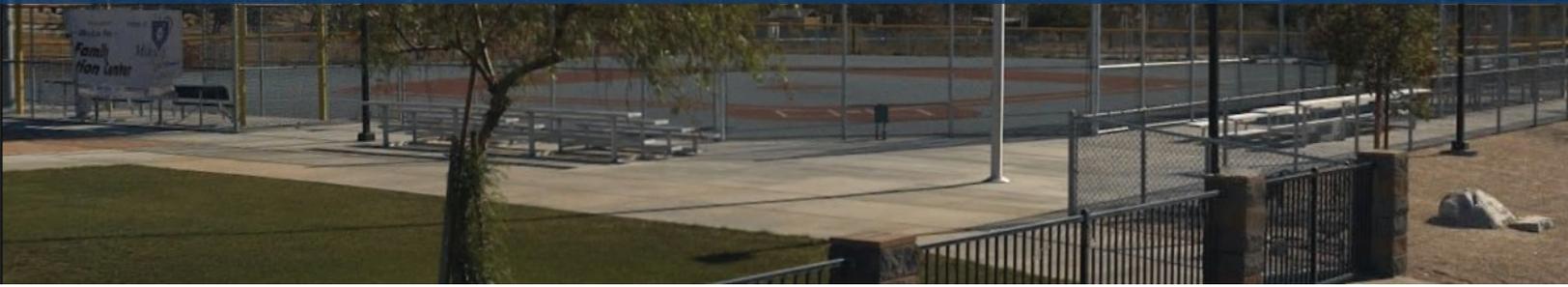
**RESTROOM/ CONCESSION BUILDING**



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# PROJECT SPECIFIC EXPERIENCE



## BREHM SPORTS PARK

NEW DEVELOPMENT  
TOWN OF YUCCA VALLEY

**CWDG INVOLVEMENT:**  
Community Outreach,  
Conceptual Design,  
3D Modeling,  
Construction Drawings,  
Construction Administration

**CONTACT:**  
Alex Qishta  
Public Works Director  
aqishta@yucca-valley.org

Completion:

**2014**  
MARCH

Project Size:

**12**  
ACRES

Project Cost:

**\$7**  
MILLION



*CWDG served as prime consultant for the master planning and construction documents for Brehm Youth Sports Park, which included a Miracle League field.*

*The Brehm Youth Sports Park has been built in phases with generous donations and grants. It is heavily used by hundreds of kids and children's sports teams across the Morongo Basin. Our team was responsible for the Master Planning of the Youth Sports Park at Brehm Park Family Recreation Center in Yucca Valley. As part of the initial phasing build-out, our team completed the Construction Documents for the Miracle Field Development.*

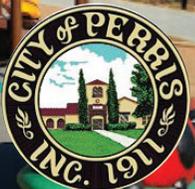
# PROJECT SPECIFIC EXPERIENCE



**2022**  
 American Public Works Association  
 Southern California Chapter  
 B.E.S.T. Winner



**2022**  
 CA Parks & Recreation  
 Society  
 Excellence in Design  
 Park Planning Winner



12	1
1	2
9	5
1	2
2	8
1	5

## ENCHANTED HILLS PARK

NEW DEVELOPMENT  
 CITY OF PERRIS

**CWDG INVOLVEMENT:**

- Community Outreach,
- Conceptual Design,
- 3D Modeling,
- Construction Drawings,
- Construction Administration

**CONTACT:**

Sabrina Chavez  
 Director of Community Services  
 (951) 435-7220 ext. 278  
 schavez@cityofperris.org

Completion:

**2022**  
 AUGUST

Project Size:

**10**  
 ACRES  
 DEVELOPED

Project Cost:

**\$10.5**  
 MILLION

CWDG served as prime consultant for the design of Enchanted Hills Park for the City of Perris. As prime consultant, our team oversaw, Geotechnical, Civil Engineering, MEP Engineering, inclusive playground design, and more. Our team was led by Scott Rice, who was directed assisted by Allison Rush, Dan Burkhart and Luke Morris. CWDG assisted the City with their Community Engagement efforts and grant application, leading to a Proposition 68 award of \$8.5 million.

The City of Perris opted to complete Enchanted Hills Park as a SITES Candidate with GBCI, which will make it the first Project awarded a SITES Certification in the Inland Empire. The overall site stands at 22 acres but was designed with the existing topography and environmental conversation in mind, resulting in less than 10 acres of site development. In addition, to offering the community a plethora of amenities in the formally blighted lot, we are proud of the numerous awards the park has already received.

**PROPOSAL FOR PROFESSIONAL DESIGN SERVICES FOR THE CITY OF LAKE ELSINORE:**

UNIVERSALLY ACCESSIBLE SPORTS FIELDS, PLAYGROUND, AND PARK AMENITIES AT CHRISTENSEN PARK  
 APRIL 15, 2024





# PROFESSIONAL SERVICES AGREEMENT

CWDG has reviewed the “Professional Services Agreement” (Exhibit A) and accepts approved as to form.



## SCOTT RICE ASLA, LEED AP, CASp PRINCIPAL LANDSCAPE ARCHITECT



### EDUCATION:

Bachelor of Science in  
Landscape Architecture  
*California State Polytechnic University,  
Pomona (2002)*

Years of Experience: 25  
Years with Firm: 20+

### LICENSES + CERTIFICATES:

Licensed Landscape Architect  
*California #5111 (2005-current)  
New York #2645 (2016-current)*  
Certified Access Specialist  
*California CASp-709 (2016-current)*

### AFFILIATIONS:

American Society of Landscape  
Architects (ASLA)  
*Full Member  
President Elect,  
Southern CA Chapter (2020-present)*  
U.S. Green Building Council  
*LEED Accredited Professional*  
Certified Access Specialist Institute  
*Full Member*  
Building Industry Association  
*Riverside County Chapter Member,  
Board of Directors  
(2021-present)*  
Leaders of Tomorrow (LOT) Committee  
*2017 Chairman*

Mr. Scott Rice is President and Managing Principal of Community Works Design Group (CWDG). He has managed over \$150 million of park projects during his tenure at CWDG. Scott oversees the development of construction documents, plan checking, cost estimating, conceptual rendering, and construction observation and management.

Scott graduated with honors from Cal Poly Pomona, earning a Bachelor of Science Degree in Landscape Architecture. He is a full member of the American Society of Landscape Architects (ASLA). Additionally, Scott is a LEED Accredited Professional (LEED AP), as designated by the United States Green Building Council (USGBC), and a Certified Access Specialist (CASp) as issued by the State of California, Division of the State Architect. Scott is one of only three Landscape Architects in California that currently hold CASp Certification.

Scott also serves as the City Landscape Architect for the City of Highland, California, and has acted in that capacity since 2005. Scott also has served as a Contract Park Planner for Jurupa Community Services District (JCSD) since 2003 and Consultant Park Planner/ Plan Checker for Jurupa Area Recreation and Park District (JARPD) since 2015.

Mr. Rice draws on previous work experience in graphic design and golf course maintenance to integrate high aesthetic quality in balance with functional, cost-effective design. His focus is in Public Works projects for various municipalities throughout the State, including Park Planning of various scales, including Community, Neighborhood, Sports, and Pocket Parks, as well as median and parkway landscape, and LMD/CFD planning. Specialized areas of involvement include Skate Parks, Dog Parks, and Accessible Play. In addition to Park Planning, Scott is seasoned in the landscape architectural development of Multi-family Housing, Planned Residential Communities, Highway Aesthetic Design, Custom Residential Planning, and various private/commercial ventures.

In addition to Scott's 20+ year tenure with CWDG, Scott took a year-long hiatus in 2010 to co-manage the design division of an internationally-recognized design/build firm, specializing in skate parks and action sports facilities throughout the world. When not in the office, Scott enjoys the fruits of his labor – parks and trails – with his wife and five children.

# RESUMES

## DANIEL BURKHART ASLA, ISA SENIOR LANDSCAPE ARCHITECT / PLAN REVIEWER/ INSPECTOR



### EDUCATION:

Bachelor of Science in  
Landscape Architecture  
*California State Polytechnic University,  
Pomona (2001)*

Years of Experience: 25  
Years with Firm: 3

### LICENSES + CERTIFICATES:

Licensed Landscape Architect  
*California #6092 (2015-current)*

ISA Certified Arborist  
*WE-11637A (2016-current)*

C-27 Contractor License #840206  
*(2004 - currently inactive)*

FAA UAS Remote Pilot  
*(2017-current)*

California Department of  
Pesticide Regulation - QAL  
*122282 BF (2010-current)*

### AFFILIATIONS:

American Society of Landscape  
Architects (ASLA)  
*Full Member*

International Society of Arboriculture  
(ISA)  
*Full Member*

Mr. Dan Burkhardt is a Senior Landscape Architect at Community Works Design Group (CWDG) joining the firm in early 2020. Dan is charged with maintaining CWDG construction development and documentation process as well as mentoring and guidance of junior staff. Dan handles plan checking, in house reviews, and CD support in addition to specification, estimating, and construction oversight. Dan is often referred to as Coach in the office and works diligently to elevate and improve CWDG's production and efficiency.

Dan graduated from Cal Poly Pomona, earning a Bachelor of Science degree in Landscape Architecture. He started his journey in the field with the City of Anaheim, working within the Parks Department at Dad Miller Golf Course. He continued on exploring the Nursery side with Armstrong Garden Centers before moving into Design Practice after graduation. After working up to the project manager level, Dan ventured to the Design build practice with Valley Crest Companies. Shifting into the realm of sustainability Dan laced his boots and worked up to the position of general superintendent with a Landscape Habitat and Mitigation General Contractor, designing, creating, restoring, and maintaining naturalized habitats.

Moving to the public side of the practice Dan was the Senior Landscape Inspector for the City of Yorba Linda LMAD group. Supervising staff, managing contracts, and design and inspection duties for the City. Dan worked with management and the public to improve the city's 22,000 trees and over 500 acres of City maintained landscape.

Dan brings a wealth of design, installation, and maintenance experience to CWDG earned over his 24-year journey. Dan's varied and wide experience on both sides of the table includes the Private and Public sectors at all levels and gives him an understanding of different points of view and the forces involved. Dan has started with a shovel and a pencil and has demonstrated an ability to listen, learn, and advance in the profession. Licensed as a Contractor, Certified Arborist, QAL, FAA Remote Pilot, and being a continual student of all aspects related to the field and process, Dan continues to learn and build while adding items to his tool box and base.

Dan spends his free time with his family, camping, coaching youth baseball, and the restoration and building of classic cars.

## ALLISON RUSH ASLA, CASp, CPSI SENIOR LANDSCAPE ARCHITECT - DIRECTOR OF CREATIVITY + DESIGN



### EDUCATION:

Bachelor of Arts in  
Human Geography,  
The Pennsylvania State University  
(2010)

Master of Landscape Architecture,  
Temple University (2013)

### LICENSES + CERTIFICATES:

Licensed Landscape Architect:  
California #6378 (2018-current)

Certified Access Specialist:  
California CASp-1080 (2023-current)

Certified Playground Safety Inspector  
California (2023-current)

### AFFILIATIONS:

American Society of Landscape  
Architects (ASLA) - Full Member

Certified Access Specialist Institute  
Full Member

Ms. Allison Rush is a Senior Landscape Architect with Community Works Design Group, with East Coast roots. Her undergraduate work at Penn State focused primarily on the means and methods of interaction between people and public spaces and how they've come to shape the landscape we live in today. She discovered the field of Landscape Architecture while fulfilling requirements for her minor in Architectural History and in that moment determined she would go on to receive her Master of Landscape Architecture.

Upon receiving her Master of Landscape Architecture in the spring of 2013, Allison eagerly anticipated her move across the country where she would join her husband as he accepted his dream job opportunity. Within weeks of her relocation to the West Coast, Allison accepted the position of landscape designer at CWDG.

Allison proved herself to be attentive, ambitious and reliable very early on, learning professional design and project management practices from her CWDG colleagues and mentors. Anxious for additional responsibility and the opportunity to work more closely with clients, she quickly moved into project management roles. In 2016, however, she decided to take a brief hiatus from park planning (as well as her commute from Irvine to Riverside each day) and accepted a new position with a firm specializing in high-end residential design based out of Orange County.

During this time, Allison refused to completely cut ties with her CWDG family agreeing to provide consulting services on a part-time basis. She continued to cultivate her design and creativity skills while learning new 3D modeling programs and graphic techniques to better communicate design intent with the many clients unable to envision the final product from a plan view. In early 2017, CWDG provided Allison with an offer to rejoin the team full time in a leadership role. She graciously accepted and hasn't looked back since!

Allison excels at understanding how best to configure and optimize outdoor spaces for the health and enjoyment of users of all ages and abilities. Allison also has a strong grasp of designing with various digital media techniques, including CAD, 3D modeling and photo simulation. With her education and many years with our firm, Allison has been integral in our team's efforts of conveying and shaping ideas for many important projects throughout California.

# RESUMES

## ANALICIA ESCOBAR-GOMEZ MPA SENIOR PROJECT MANAGER - DIRECTOR OF COMMUNITY ENGAGEMENT



### EDUCATION:

Bachelor of Science in  
Landscape Architecture  
*California State Polytechnic University,  
Pomona (2007)*

Masters of Public Administration *California  
State University,  
San Bernardino (2012)*

Doctorate of Public Administration *California  
Baptist University  
(Pending Dissertation)*

### AFFILIATIONS:

California Park & Recreation Society  
*Full Member*

National Recreation and Park  
*Association - Full Member*

Ms. Analicia Escobar-Gomez is Community Works Design Group's (CWDG) Director of Community Engagement and Senior Project Manager recently joining our firm from the public sector where she held a variety of positions for Riverside County including Senior Park Planner for the Riverside County Regional Park & Open-Space District. Analicia serves CWDG as a Senior Project Manager for projects ensuring the intent and vision of each project is brought to life through careful and thoughtful design. In addition, Analicia offers our clients effective Community Engagement campaigns with the unique perspective of having been a public sector employee for over 11 years. Analicia designs to develop and enhance a sense of place for each city and agency we work with, utilizing her background in branding and identity building.

Analicia graduated from Cal Poly Pomona, earning a Bachelor of Science degree in Landscape Architecture in 2007 and began her career as a project manager at Hogle-Ireland, Inc. (Now MIG) working on design guidelines, specific plans, General plan updates and developing City branding as well as creating due diligence reports for land development and working on LEED certifications for projects. Working closely with several cities and municipalities inspired Analicia to complete her Masters in Public Administration and begin a career with the County of Riverside where she fulfilled multiple roles for various departments and ultimately spending over 4 years as Riverside County Regional Park and Open-Space District's Senior Park Planner, completing and progressing over \$15 million in Capital Improvement and trail projects and assisting in grant and legislative applications leading to millions of dollars in awards and working towards her Doctorate in Public Administration during her tenure.

Recognizing the growing need for talented park planners in Southern California, Analicia joined our team in the hopes of lending her experience and expertise to cities and municipalities throughout California to complete their projects for their communities. Analicia also has managed a design/build residential landscape company for over the last 15 years allowing her to keep an eye on costs, trends and plant availability. Her wide range of education and experience provides her a unique and artistic perspective, paired with a passion for equity and inclusion and a fundamental understanding of the role of the public sector, she lends a level of care, concern, empathy and humanity to each of her projects.

# RESUMES

## ROBERT COLLINGS ASLA SENIOR LANDSCAPE ARCHITECT / PLAN REVIEWER/ INSPECTOR



### EDUCATION:

Bachelor of Science in  
Landscape Architecture  
*California State Polytechnic University,  
Pomona (1999)*

Years of Experience: 20+  
Years with Firm: 1

### LICENSES + CERTIFICATES:

Licensed Landscape Architect  
*California # 6879 (2017-current)*

### AFFILIATIONS:

American Society of Landscape  
Architects (ASLA)  
*Full Member*

Mr. Robert Collings is our most recent member of Community Works Design Group (CWDG) serving as Director of Production and a Senior Landscape Architect. While Robert is new to our firm, he has over 20 years of experience as a Landscape Architect.

His career began in 1999 after graduating from Cal Poly Pomona and includes stints at some of the most well respected landscape architecture firms in California. His duties include all facets of landscape architecture for a diverse portfolio of public, private and commercial clients. He has been a project landscape architect for public agency, institutional and commercial campus design; private and public schools and universities; public parks, streetscapes; master planned residential communities, model homes, and multi-family housing.

In addition to his work as a landscape architect, Robert has also served as a Landscape Architecture Instructor with the UCLA Extension.

Mr. Collings is married with two boys now in college. He is active within his local community, as an adult leader for the Boy Scout Council in his hometown. In addition to landscape design and construction, his interests include wood working, sport fishing, and all types of outdoor adventures.

**CHRISTENSEN PARK - SCOPE AND FEE BREAKDOWN**  
 CITY OF LAKE ELSINORE - COMMUNITY WORKS DESIGN GROUP  
 UPDATED APRIL 15, 2024



Task	Description	TOTAL CWDG HOURS	COMMUNITY WORKS DESIGN GROUP					ENGINEERING RESOURCES OF SOUTHERN CALIFORNIA					DESIGN WEST			Reimbursable Expenses	
			LANDSCAPE ARCHITECTURE (PRIME)					SURVEY/ CIVIL ENGINEERING/ GEOTECHNICAL					ELECTRICAL ENGINEERING				
			\$215	\$175	\$160	\$130	\$75	\$215	\$165	\$150	\$175	\$240	\$110				
<b>1</b>	<b>SCHEMATIC DESIGN &amp; COMMUNITY OUTREACH PHASE</b>	<b>\$87,290.00</b>	<b>143.00</b>	<b>\$25,305.00</b>					<b>\$50,140.00</b>					<b>\$11,845.00</b>			<b>\$500</b>
1.1	Ongoing City/ Team Coordination, Meetings, Site Visits as needed																
1.1.1	Participate in kick-off meeting																
1.1.2	Participate in virtual team coordination meeting at each major plan milestone level																
1.2	Site Survey and Base Mapping																
1.3	Utility Coordination/ Records research																
1.4	Prepare Geotechnical Report																
1.5	Prepare Soils Reports																
1.6	Develop Project Schedule																
1.7	Develop Conceptual Plan and Community Engagement Materials																
1.8	Conduct Two (2) Community Engagement Meetings																
1.9	Participate in Conceptual Plan Meeting with City Staff																
1.10	Update conceptual plan to reflect feedback and geotechnical report and optional survey																
1.11	Prepare initial conceptual grading plan, conveying general design intent																
<b>2</b>	<b>DESIGN DEVELOPMENT</b>	<b>\$89,030.00</b>	<b>212.00</b>	<b>\$39,660.00</b>					<b>\$39,485.00</b>					<b>\$9,885.00</b>			<b>\$1,000</b>
2.1	Prepare 60% Construction Drawings																
2.1.1	Demolition/ Protection Plan																
2.1.2	Horizontal and Vertical Control Plan																
2.1.3	Grading and Drainage Plans																
2.1.4	Utility Plans (if needed to relocate)																
2.1.5	Electrical Plans																
2.1.6	Construction Plans and Details																
2.1.7	Irrigation Plans, Details, Calculations, Schedules																
2.1.8	Planting Plans, Details, Calculations, Schedules																
2.2	Prepare 60% Cost Estimates																
2.3	Provide written response to City/ Agency Comments relating to 60% Construction Dwg Review																
<b>3</b>	<b>CONSTRUCTION DOCUMENTS</b>	<b>\$105,175.00</b>	<b>195.00</b>	<b>\$44,840.00</b>					<b>\$48,255.00</b>					<b>\$12,080.00</b>			<b>\$1,000</b>
3.1	Prepare 90% Construction Documents																
3.2	Prepare 90% Estimates																
3.3	Prepare 90% Specifications																
3.4	Provide written response to City/ Agency Comments relating to 90% CD's																
3.5	Prepare 100% Construction Documents																
3.6	Prepare 100% Estimates																
3.7	Prepare 100% Specifications																
3.8	Provide written response to City/Agency Comments relating to 100% CD's																
<b>4.0</b>	<b>BIDDING &amp; CONSTRUCTION PHASE SUPPORT SERVICES</b>	<b>\$64,415.00</b>	<b>400.00</b>	<b>\$49,380.00</b>					<b>\$9,200.00</b>					<b>\$5,835.00</b>			<b>\$1,500</b>
4.1	Participate in pre-bid meeting																
4.2	Respond to RFI's, Prepare Addenda, provide supplemental instructions during bid																
4.3	Assist City with Bid Review/Recommendations																
4.4	Participate in pre-construction meeting																
4.5	Participate in weekly construction meetings																
4.6	Respond to RFI's, prepare Addenda, provide supplemental instructions during const.																
4.7	Review product submittals																
4.8	Review progress payment invoices; review change order requests																
4.9	Review schedule updates for project tracking; request recovery schedule, etc.																
4.10	Prepare punch list, determine substantial conformance																
<b>A.0</b>	<b>OPTIONAL - ALTERNATIVE SITE ANALYSIS (IF REQUIRED)</b>	<b>\$29,670.00</b>	<b>80.00</b>	<b>\$12,450.00</b>					<b>\$10,470.00</b>					<b>\$6,250.00</b>			<b>\$500</b>
A.1	Perform an Alternative Site Analysis and Schematic Design (if deemed required during Community Outreach)																
<b>SUBTOTAL FEES</b>		<b>\$345,910.00</b>	<b>1030.00</b>	<b>\$159,185.00</b>					<b>\$147,080.00</b>					<b>\$39,645.00</b>			
Reimbursables		<b>\$4,000.00</b>															
<b>GRAND TOTAL (NOT INCLUDING OPTIONAL SERVICES)</b>		<b>\$349,910.00</b>		<b>\$171,635.00</b>					<b>\$157,550.00</b>					<b>\$45,895.00</b>			
<b>GRAND TOTAL ALL FEES INCLUDING OPTIONAL SERVICES</b>		<b>\$379,580.00</b>		<b>\$171,635.00</b>					<b>\$157,550.00</b>					<b>\$45,895.00</b>			

EXCLUSIONS: Materials (concrete, etc.) nor compaction testing during construction; deputy inspection; daily site management/ prevailing wage/DIR documentation with the exception of Survey and Geotechnical crews as required.

The scope and fees indicated above reflect our team's understanding and experience of what is necessary to bring this project to a successful completion. We are willing and open to negotiating exact scope and fees as necessary to best align with the expectations and exact budget of the City of Lake Elsinore.